



**Borough of Berlin
700 North Street
Berlin, PA 15530**

Regular Council Meeting

November 7, 2024 – 4:30 P.M.

Approved and Official Minutes

The meeting was called to order by President Michael Lottig

Pledge of Allegiance to the American Flag was quoted.

Council Attending:

Michael Lottig – Present

Clifford Horner – Present

John Harding – Present

Marshal Engleka – Present

Stephen Custer – Present

Thomas Fisher – Present

Michael Fogle - Present

Mayor Joseph Krause - Present

Others Attending –Connie Ohler, Nancy Glotfelty, Patrick Broderick, Jim Broderick, James Broderick, David Baer, Eric Glotfelty, Curt Glotfelty, Joe Wyant, Tony Yachere, Donna Dively, Matthew Villeneuve, Missy Gerber and Traci Horning, Executive Borough Secretary

Discussion among the council and borough residents regarding the garbage changes that were approved at the October 3, 2024, meeting.

David Baer presented to the council his concerns about what the process is when a borough resident files a complaint. Stated that there were two complaints that were filed for the same thing within three months. Wants to know who checks/follow ups on the complaints.

Mayor Krause gets the complaints and looks over and then gives the complaint to the police officer. The police officer is to follow up with the complaint.

Patrick Broderick presented to the council about orange cones that are at the corner of Main Street and 12th Avenue and at 12th Avenue and Broderick Street. Wants to know why all the cones are at the intersections and as to why there is a truck parked at the garage of Matt Wills at the intersection of 12th Avenue and Broderick Street. Has a concern that this truck should be moved. There is a truck in the parking lot (12th Avenue and Broderick Street) across the street from the garage that has no engine. Why is the truck not being moved.

Motion by Marshal Engleka seconded by Stephen Custer, to approve the October 3, 2024, Regular Council Meeting. Ayes 7, Nays 0. Motion carried.

Motion by Thomas Fisher, seconded by Marshal Engleka, to approve the Mayor and Police Department's Report for October 2024. Ayes 7, Nays 0. Motion carried.

Park and Planning

None.

Garbage

Motion by Clifford Horner, seconded by Michael Fogle, to approve the purchase of six (6) 6-yard dumpsters from Dumpster Empire of 1201 Cooney Road, Loretta, PA in the amount of \$4,740. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Marshal Engleka, to approve the purchase of one (1) 6-yard dumpster lid from Dumpster Empire of 1201 Cooney Road, Loretta, PA in the amount of \$280. Ayes 7, Nays 0. Motion carried.

A discussion among the council about small commercial garbage rates was tabled till garbage committee can meet.

Personnel and Finance

Motion by Stephen Custer, seconded by Thomas Fisher to approve the September 2024 bills. Ayes 7 Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Marshal Engleka to approve the Treasurer's Report for September 2024 Ayes 7, Nays 0. Motion carried.

Motion by John Harding, seconded by Clifford Horner to approve the October 2024 bills. Ayes 7 Nays 0. Motion carried.

Motion by Marshal Engleka, seconded by Clifford Horner to approve the Treasurer's Report for October 2024 Ayes 7, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Clifford Horner to approve and advertise the 2025 Regular Meetings the first Thursday of each month starting at 4:30 p.m. Dates for the meetings are as follows: Thursday January 2, February 6, March 6, April 3, May 1, June 5, Thursday July 3, August 7, September 4, October 2, November 6, December 4, 2025. Ayes 7, Nays 0. Motion carried.

2025 Borough Budget will need to go to executive session

Motion by Clifford Horner, seconded by Marshal Engleka to approve Ordinance No. 365 An Ordinance of the Borough of Berlin, County of Somerset, Commonwealth of Pennsylvania, Fixing the tax Rate for the year 2025. Tax rate for general purpose the sum of 0.00 (ZERO) mills on each dollar of assessed valuation on real property as follows. Ayes 7. Nays 0 Motion carried.

As follows:

ORDINANCE

No. 365

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AN ORDINANCE OF THE BOROUGH OF BERLIN, COUNTY OF SOMERSET, COMMONWEALTH OF PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2025.

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BE IT ORDAINED AND ENACTED, and it is hereby ordained and enacted by the Borough Council of the Borough of Berlin, County of Somerset, Commonwealth of Pennsylvania:

That a tax be and the same is hereby levied on the real property within the Borough of Berlin subject to taxation for the fiscal year 2025 as follows:

Tax rate for general purposes, the sum of 0.00 (ZERO) mills on each Dollar of assessed valuation on real property.

That any ordinance, or part of ordinance, conflicting with this ordinance be, and the same is hereby repealed insofar as the same affects this ordinance.

Adopted by the Borough Council enacted and ordained this ____ day of December 2024.

ATTEST:

Executive Borough Secretary

Borough Council President

Approved this _____ day of December 2024.



Mayor, Borough of Berlin

2024 Thanksgiving Gift Certificate to employees will need to go to executive session.

Request for the office to be closed November 29th (day after Thanksgiving) needs to go to executive session.

Borough Employee needs to go to executive session.

House

Community building ramp needs to be fixed due to some areas of the concrete being damaged. Michael Lottig to give Traci Horning information on what to get to fix the concrete.

Motion by Marshal Engleka, seconded by John Harding to approve Resolution No. 11072024 Emergency Operations Plan December 2024 as follows. Ayes 7, Nays 0. Motion carried.

BOROUGH OF BERLIN

RESOLUTION No. 11072024

WHEREAS, Section 7503 of the Pennsylvania Emergency Management Services Code 35 Pa. C.S. Section 7101 et seq. mandates that Berlin Borough prepare, maintain and keep current an emergency operation plan for the prevention and minimization of injury and damage caused by a major emergency or disaster within this borough: and

WHEREAS, in response to the mandate stated above, this Borough has prepared an emergency operation plan to provide prompt and effective emergency response procedures to be followed in the event of a major emergency or disaster; and

WHEREAS, this Borough has also prepared an emergency operation plan to reduce the potential effects of a major emergency or disaster and to protect the health, safety, and welfare of the residents of this Borough.

NOW, THEREFORE, the undersigned Council of The Berlin Borough does hereby approve, adopt, and place into immediate effect a revised Emergency Operations Plan for the Berlin Borough that conforms with the requirements of the Somerset County Emergency Operations Guideline.

I, Traci Horning, the Executive Borough Secretary for the Borough of Berlin, Somerset County, Pennsylvania, do hereby certify and attest that the foregoing Resolution No. 11072024 was adopted by unanimous vote of the Berlin Borough Council at their legally held November 7, 2024, public meeting.

Traci Horning
Executive Borough Secretary

Michael Lottig
Berlin Borough Council President

Discussion among council about the community building roof. Per phone call with Patrick Carns of Westmoreland Commercial Roofing with questions about the roof and snow guard. Snow guard is 328 feet for \$18,895 for the whole roof. Recommends doing over doors only.

Motion by Marshal Engleka, seconded by Michael Fogle to approve putting a new roof on the Borough Community Building from Westmoreland Commercial Roofing 1206 Schultz Road Ext, Latrobe, PA for \$84,500. Ayes 7, Nays 0. Motion carried.

Streets, Sidewalks, Storm Sewers

October 3, 2024, meeting the council discussed the Right of Way (ROW) on 12th Avenue and Broderick Street. Need to contact the engineer to do surveys. Will present the information when available at a meeting.

Marshal Engleka gave an update about the Veteran Banners. Banners will be taken down by Darr Construction the week after Veteran's Day. January 1 to April 20, 2025, the Legion is going to start accepting orders for more banners if anyone is interested. In the spring the Legion will discuss with the Borough Council to see what borough streets the banners can be hung on the poles.

Electric & Equipment

Give the council an update on electric rates. The Borough currently has all its energy needs locked in through the end of 2027. 2026/2027 AMP will work with the Borough on locking in new rates for 2028.

The white building on the corner of Fletcher Street and Vine Street support pole and roof leak has been fixed.

Local Share Account (LSA) grant is open from September 1 to November 30, 2024, to apply for money up to \$1,000,000. Received the quotes needed to apply for the grant for the electrical building.

Motion by Marshal Engleka, seconded by John Harding to approve Resolution No. 11072024-01 Statewide Local Share Account grant from the Commonwealth Financing Authority in the amount of \$1,000,000.00 for a new electrical building as follows. Ayes 7, Nays 0. Motion carried.

**AUTHORIZING RESOLUTION
OF THE
BOROUGH OF BERLIN OF SOMERSET COUNTY
SOMERSET COUNTY, PENNSYLVANIA**

RESOLUTION No. 11072024-01

Resolution of the Borough of Berlin ("Borough") to file an application for a Statewide Local Share Account grant from the Commonwealth Financing Authority in the amount of \$1,000,000.00

WHEREAS, the Borough would like to continue to make improvements to the Borough by building an electrical building large enough to have all the supplies/inventory, equipment, boom truck, and utility bucket truck being at one location will help reduce the time going from one location to another to get what is needed to repair the electric issues.

WHEREAS, the Borough desires to apply for a pursue a Statewide Local Share Account grant.

NOW THEREFORE BE IT RESOLVED, that the Applicant does hereby designate Michael Lottig, President or Clifford Horner, Vice-President as official(s) to execute all documents and agreements between the Borough of Berlin and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

BE IT FURTHER RESOLVED, that the Executive Secretary of the Borough is directed to furnish a copy of the Resolution to the Commonwealth Financing Authority as part of the grant application.

We do hereby certify and attest that the above authorizing resolution was duly passed at an advertised regular meeting of the Borough held November 7, 2024, at which a quorum was present.

Attest:

Clifford Horner
Vice-President

Michael Lottig
President

Fire & Police

Police Coverage hours:

September 29 – October 5

FT hrs = 95 (W. Gonzalez 49, R. Norman 46)

October 6 - October 12

FT hrs = 90 (W. Gonzalez 50, R. Norman 40)

October 13 – October 19

FT hrs = 90.5 (W. Gonzalez 50, R. Norman 40.5)

October 20– October 26

FT hrs = 87 (W. Gonzalez 47, R. Norman 40)

October 27– November 2

FT hrs = 82 (W. Gonzalez 42, R. Norman 40)

Motion by Stephen Custer, seconded by Marshal Engleka to approve the donation of \$3,500 to the Berlin Fire Department for the 2024 year. Ayes 7, Nays 0. Motion carried.

Local Share Account (LSA) grant is open from September 1 to November 30, 2024, to apply for money up to \$1,000,0000. Received the quotes needed to apply for the grant for a new police vehicle.

Motion by Thomas Fisher, seconded by Clifford Horner to approve Resolution No. 11072024-02 Statewide Local Share Account grant from the Commonwealth Financing Authority in the amount of \$75,978.22 for a new police vehicle as follows. Ayes 7, Nays 0. Motion carried.

**AUTHORIZING RESOLUTION
OF THE
BOROUGH OF BERLIN OF SOMERSET COUNTY
SOMERSET COUNTY, PENNSYLVANIA**

RESOLUTION No. 11072024-02

Resolution of the Borough of Berlin ("Borough") to file an application for a Statewide Local Share Account grant from the Commonwealth Financing Authority in the amount of \$75,978.22

WHEREAS, the Borough would like to continue to make improvements to the Borough by replacing the 2009 Chevrolet Impala Police car due to machinal issues.

WHEREAS, the Borough desires to apply for a pursue a Statewide Local Share Account grant.

NOW THEREFORE BE IT RESOLVED, that the Applicant does hereby designate Michael Lottig, President or Clifford Horner, Vice-President as official(s) to execute all documents and agreements between the Borough of Berlin and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

BE IT FURTHER RESOLVED, that the Executive Secretary of the Borough is directed to furnish a copy of the Resolution to the Commonwealth Financing Authority as part of the grant application.

We do hereby certify and attest that the above authorizing resolution was duly passed at an advertised regular meeting of the Borough held November 7, 2024, at which a quorum was present.

Attest:

Clifford Horner
Vice-President

Michael Lottig
President

Other Information

Motion by Stephen Custer, seconded by Clifford Horner to approve the donation of \$100 to The Humane Society of Somerset County at 204 Whitetail Road, Somerset, PA for the 2024 year. Ayes 7, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Thomas Fisher to approve the donation of \$500 to the Berlin Area Ambulance Association at 721 North Street, Berlin, PA for the 2024 year. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Stephen Custer to approve the donation of \$2,500 to the J.B. Schrock Community Playground, Inc. located on South Street for the 2024 year. Ayes 7, Nays 0. Motion carried.

Municipal Monthly Report/Inspections was given to council.

Municipal Authority Update

None.

Executive Session

At 6:35 P.M., Stephen Custer made the motion, seconded by Marshak Engleka for the council adjourned to executive session to review and discuss agency business which, if conducted in public, would violate a lawful privilege, or lead to the disclosure of information and confidentiality protected by law, including matters related to the initiation and conduct of investigations of possible or certain violations of the law and quasi-judicial deliberations. Ayes 7 Nays 0, Motion carried.

Michael Fogle left the meeting at 7:03 pm.

At 7:12 P.M. Clifford Horner made the motion, seconded by Thomas Fisher to have the council reconvened the regular meeting. Ayes 6, Nays 0. Motion carried.

John Harding left the meeting at 7:12 pm.

Motion by Marshal Engleka, seconded by Stephen Custer to approve the notice to advertise the 2025 budget as presented in the Somerset Daily American. Ayes 5, Nays 0. Motion carried.

Budget will be open to the public to view from November 15 to December 5, 2024. The council will approve the 2025 budget at the December 5, 2024, meeting.

Motion by Marshak Engleka, seconded by Clifford Horner to approve giving all 24 employees of Berlin Borough a \$25.00 Thanksgiving Gift Certificate. Ayes 5, Nays 0. Motion carried.

Motion by Marshal Engleka, seconded by Thomas Fisher to approve closing the Borough office Friday November 29, 2024. Ayes 5, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Marshal Engleka to approve giving Roger Platt Part-Time employee holiday pay of 8 hours for Thanksgiving. Ayes 5, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Marshal Engleka to rescind the motion to approve the donation of \$3,500 to the Berlin Fire Department for the 2024 year. Ayes 5, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Marshal Engleka to approve there is no donation to the Berlin Fire Department for the 2024 year. Ayes 5, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Thomas Fisher to rescind the motion to approve the donation of \$500 to the Berlin Area Ambulance Association at 721 North Street, Berlin, PA for the 2024 year. Ayes 5, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Thomas Fisher to approve there is no donation to the Berlin Area Ambulance Association for the 2024 year. Ayes 5, Nays 0. Motion carried.

Adjournment

At 7:35 P.M. a motion was made by Marshal Engleka, seconded by Stephen Custer to adjourn this meeting. Ayes 5, Nays 0. Motion carried.

Traci Horning

Submitted By: Traci Horning, Executive Secretary