



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

Regular Council Meeting

July 6, 2023 – 4:30 P.M.

Approved and Official Minutes

The meeting was called to order by President Charles Rhodes

Pledge of Allegiance to the American Flag was quoted.

Council Attending:

Charles Rhodes – Present

Michael Lottig – Present

Clifford Horner – Present

John Harding – Present (arrived at 5:00 p.m.)

Marshal Engleka – Present

Stephen Custer – Present

Thomas Fisher – Present

Mayor Joseph Krause - Present

Others Attending – Gary Ohler; Rocky Ohler; Bret Horning; Colby & Victoria Slifco; Darryl Maust; J.T. Kline and Traci Horning, Executive Borough Secretary.

J.T. Kline presented to the council board about putting American Flags on Main Street from Broadway Street to Hay Street. Possibly doing Veteran Flags to honor those who have served. Would like to get the community involved and any local businesses and organizations. Veterans Home Association of Berlin has offered to help cover some of the cost.

Rocky Ohler was following up with the council board to see if any decision had been made to make a commitment with Dylan Energy.

Darryl Maust requested the council board to see if the proposed alley between his property 821 Diamond Street and Colby & Victoria Slifco 817 Diamond Street can be vacated/closed and the alley be split equal between the two properties. The street committee will discuss this and present at the next meeting August 3, 2023.

Sealed bids were opened at 4:45 p.m. for various street paving within the borough. Bidders are as follows: Quaker Sales Corporation of P.O. Box 880, Johnstown, PA 15907 with total bid amount of \$109,690.00, and HRI, Inc 1750 West College Avenue, State College, PA 16804 with total bid amount of \$120,212.00.

Motion by Thomas Fisher, seconded by Stephen Custer to award the paving contract to the lowest bidder Quaker Sales Corporation in the amount of \$109,690.00. Ayes 6, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Stephen Custer, to approve the June 1, 2023, Regular Council Meeting. Ayes 6, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Marshal Engleka, to approve the Mayor and Police Department's Report for June 2023. Ayes 6, Nays 0. Motion carried.

Park and Planning

None.

Garbage

Discussion among council about people wanting to bring garbage into the garbage truck. If not a Berlin resident and not on the pickup garbage route the Borough can't supply any other kind of service to out-of-town people.

Motion by Michael Lottig, seconded by Stephen Custer to approve if not a Berlin resident and not on the pickup garbage route the Borough can't supply any other kind of service to out-of-town people. Ayes 6, Nays 0. Motion carried.

Garbage truck is still on schedule on being built. Packer is estimated to be completed August 25, 2023.

Personnel and Finance

Motion by Michael Lottig, seconded by Clifford Horner to approve the June 2023 bills. Ayes 6, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Thomas Fisher to approve the Treasurer's Report for May and June 2023. Ayes 6, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by John Harding to approve the Property, Fire and Liability Insurance Policy (EMC Insurance) with Agent Teeter Group Insurance of 3375 Lynwood Drive, Altoona, PA 16602 in the amount of \$51,984 for the period of August 1, 2023, to August 1, 2024. Ayes 7, Nays 0, motion carried.

Motion by Stephen Custer, seconded by John Harding to approve the Workers Compensation and Employers Liability Insurance Policy (AmTrust Insurance Company) with Agent Teeter Group Insurance of 3375 Lynwood Drive, Altoona, PA 16602 in the amount of \$43,656 for the period of August 1, 2023, to August 1, 2024. Ayes 7, Nays 0, motion carried.

Motion by Michael Lottig, seconded by Stephen Custer to approve the Accidental Death and Accidental Medical Benefits Policy with Philadelphia Indemnity Insurance Company, One Bala Plaza, Suite 100, Bala Cynwyd, PA 19004, in the amount of \$300.00 for the period of September 3, 2023, to September 3, 2024. Ayes 7, Nays 0. Motion carried.

Discussion among council members regarding inactive accounts that have an outstanding balance due to the borough. The Borough can put a lien on the property owner who has rented to a tenant that has left the borough without paying their final bill. Put this on hold for now.

Motion by Michael Lottig, seconded by Clifford Horner to accept the resignation of Jennifer Swope, of Berlin, PA from her position as Assistant Treasurer, effective June 13, 2023. Ayes 7, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Stephen Custer to approve Roger Platt of Berlin, PA a pay raise of \$2.50 per hour bringing his pay rate to \$17.50 per hour, work between 28-32 hours per week and get paid for all holidays, when called back into work for and emergency or to do extra work after leaving for the day gets paid time and half with a minimum of one hour effective June 4, 2023. Ayes 7, Nays 0. Motion carried.

Assistant Treasurer position discussion will be in executive session.

House

Motion by Clifford Horner, seconded by Marshal Engleka to approve the quote from Tim Weighley Building and Remodeling 656 Cumberland Highway, Berlin, PA in the amount of \$5,515 labor and materials to replace frame and door to the community hall. Ayes 7, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Clifford Horner to approve the quote from George & Bob's Computer Service 111 Revco Road, Somerset, PA in the amount of \$750 for a new Brother MFC-L8900 color laser printer/copier/scanner/fax. Ayes 7, Nays 0. Motion carried.

Streets, Sidewalks, Storm Sewers

Motion by Michael Lottig, seconded by John Harding to approve the purchase of ten No Loitering signs from U.S. Municipal 10583 Raystown Road, Huntington, PA. in the amount of \$19.50 each. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Marshal Engleka to approve the purchase of two Stop Here for School Crossing Guard signs from Mid Atlantic Signs 3031 Berlin Plank Road, Berlin PA in the amount of \$170. Ayes 7, Nays 0. Motion carried.

Discussion among council members regarding an ordinance for side-by-sides in Berlin Borough. Copies of ordinances were passed out from other municipalities to look over. The council wants the solicitor to look over the ordinances and give a suggestion to the council.

There are two grants available for the sidewalk to be finished from Vine Street to North Street. DCED Multimodal Transportation Fund (MFT) up to \$3 million and Transportation Alternatives Set-Aside (TASA) up to \$1.5 million. Would like to have Somerset Redevelopment Authority apply for these grants on behalf of Berlin Borough.

Motion by Stephen Custer, seconded by Thomas Fisher to approve the authorization of the Redevelopment Authority of Somerset County to file an application on its behalf for a Multimodal Transportation Fund grant from the Commonwealth Financing Authority in the amount of \$1,328,649. Ayes 7, Nays 0. Motion carried.

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

Resolution of the Borough of Berlin authorizing the Redevelopment Authority of Somerset County (“Authority”) to file an application, on its behalf, for a Multimodal Transportation Fund grant from the Commonwealth Financing Authority in the amount of \$1,328,649.00.

WHEREAS, the Borough is desirous of implementing various community development activities within the Borough; and

WHEREAS, the Borough would like to continue making improvements along Main Street to improve the walkability and safety concerns in this area; and

WHEREAS, the Borough desires to engage the services of the Authority to apply for and pursue a Multimodal Transportation Fund grant.

NOW THEREFORE, BE IT RESOLVED, that the Council of the Borough of Berlin does hereby authorize the Authority to apply to the Pennsylvania Department of Community and Economic Development, Commonwealth Financing Authority for \$1,328,649.00 of Multimodal Transportation Fund program funds.

BE IT FURTHER RESOLVED, that the Borough will reimburse the Authority \$100 for the application fee.

We do hereby certify and attest that the above authorizing resolution was duly passed at an advertised regular meeting of the Council of the Borough of Berlin, held July 6, 2023, at which a quorum was present.

Attest

Michael Lottig
Vice-President

Charles Rhodes
President

Electric & Equipment

Discussion among council members regarding the white building on the corner of Vine Street and Fletcher Street. Get prices/quotes for a storage building/shed. Joe Krause to get measurements of the white building.

Received quotes for the Penelec substation fencing for the borough's electrical equipment and poles. Craig Fencing, Altoona, PA \$14,210; DNM Fence, Greensburg, PA \$14,500; Custom Fencing, Ligonier, PA \$15,196; Red Rock Fence Company, White Oak, PA \$20,800.

Motion by Michael Lottig, seconded by Clifford Horner to approve the quote from Craig Fencing 300 East 6th Avenue, Altoona, PA 16602 in the amount of \$14,210 to place a fence around the borough's electrical equipment and poles at the Penelec substation. Ayes 7, Nays 0. Motion carried.

Current electrical lines outside of the borough are being tabled at this time.

Motion by Marshal Engleka, seconded by Michael Lottig to approve the purchase of six traffic cone bar short orange/white. Ayes 7, Nays 0. Motion carried.

Motion by Thomas Fisher, seconded by Michael Lottig to purchase a John Deere Z930M ZTrak 54" side discharge deck from West Central Deere & Co., 2000 John Deere Run, Cary, NC 27513 in the amount of \$10,983.00. Ayes 7, Nays 0. Motion carried.

Fire & Police

Police Coverage hours:

May 28 – June 3

FT hrs = 58.25 (W. Gonzalez 58.25)

PT hrs = 10 (M.Craig 10)

June 4 - June 10

FT hrs = 50 (W. Gonzalez 50)

PT hrs = 5.5 (M.Craig 5.5)

June 11 – June 17

FT hrs = 53.5 (W. Gonzalez 53.5)

PT hrs = 0 (M.Craig 0)

June 18 – June 24

FT hrs = 46.25 (W. Gonzalez 46.25)

PT hrs = 6 (M.Craig 6)

The police department union contract is set to expire December 31, 2023. The borough had received a proposal from the Sheridan O. Caton Memorial Lodge #98 Fraternal Order of Police for the new contract.

Part-Time and Full-Time police officer position will be in executive session.

Berlin Borough Police Internal Affairs Policy & Procedures/ Manual of Procedural Orders was reviewed by the solicitor. Can vote to adopt since reviewed.

Motion by Michael Lottig, seconded by Clifford Horner to approve and adopt the Manual of Procedural Orders Berlin Borough Berlin Borough Police Department. Ayes 7, Nays 0. Motion carried.

Other Information

The borough had a complaint about a dog leaving its owner's resident/property. The owner had been notified and has put an underground fence in, so the dog doesn't leave the property lines.

Historical Society log cabin is moving right along. The footers have been dug. Received some rain and the area has been flooded. The borough has been asked if could dig a ditch and drench to the storm sewer. A request for the street millings to be put into the foundation. The borough is waving the permit and will issue a letter to put in the window in place of a permit.

Contact Terry Tallion for the dirt and gravel road program to do Valley Road.

Executive Session

At 6:26 P.M., Michael Lottig made the motion, seconded by John Harding 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.

Charles Rhodes left the meeting at 6:38 P.M.

At 6:54 P.M. Thomas Fisher made the motion, seconded by Stephen Custer to have the council reconvened the regular meeting. Ayes 6, Nays 0. Motion carried.

Motion by Thomas Fisher, seconded by John Harding to approve the hiring of Rodney Norman of Garrett, PA as Full-Time Police Officer at an hourly rate of \$20.50, effective July 6, 2023, upon completion of all pre-employment testing and requirements. Ayes 6, Nays 0. Motion carried.

Motion by Thomas Fisher, seconded by John Harding to approve the hiring of Tiffany Glessner of Berlin, PA as Full-Time Assistant Treasurer at an hourly rate of \$15.00, effective July 6, 2023, upon completion of all pre-employment testing and requirements. Ayes 6, Nays 0. Motion carried.

Municipal Authority Update

None.

Adjournment

At 7:10 P.M. a motion was made by John Harding, seconded by Stephen Custer to adjourn this meeting. Ayes 7, Nays 0. Motion carried.

Traci Horning

Submitted By: Traci Horning, Executive Secretary