



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

## **Regular Council Meeting**

**May 1, 2025 – 4:30 P.M.**

### **Approved and Official Minutes**

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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 – Absent

Thomas Fisher – Absent

Michael Fogle - Present

Mayor Joseph Krause - Present

Others Attending –Matthew Will, Jeremy Zorn, J.T. Kline and Traci Horning, Executive Borough Secretary.

J.T. Kline talked about the Veteran Banners that are being hung throughout the town. There are 40-50 new banners in addition to the banners that were hung last year. Asking if there can be banners hung on the 2 poles that are at the Legion. Banners are to be hung the week before Memorial Day. There is a cost to have the banners put up, taken down and to hang the brackets and banners for the new banners that were ordered earlier this year (2025).

Jeremy Zorn and J.T. Kline left the meeting at 4:45 pm.

Motion by John Harding seconded by Marshal Engleka, to approve April 3, 2025, Regular Council Meeting. Ayes 5, Nays 0. Motion carried.

Motion by John Harding, seconded by Marshal Engleka, to approve the Mayor and Police Department's Report for April 2025. Ayes 5, Nays 0. Motion carried.

Park and Planning

None.

### Garbage

Discussion among the council members about recycling glass from the residents and businesses in the borough. The borough will be collecting glass from residents every Thursday. Asking all residents to put the glass in a box or plastic bag at the curb by 7 am. Motion by Michael Fogle, seconded by Marshal Engleka to approve the collection of recycling of glass from the residents and businesses in the borough. The glass will be collected every Thursday in a bag or box placed at the curb by 7 am. Ayes 5, Nays 0. Motion carried.

### Personnel and Finance

Motion by Clifford Horner, seconded by Marshal Engleka to approve the April 2025 bills. Ayes 5, Nays 0. Motion carried.

Motion by John Harding, seconded by Clifford Horner to approve the Treasurer's Report for March 2025. Ayes 5, Nays 0. Motion carried.

Resignation of a borough employee. Need to go to an executive session at the end of the meeting.

Motion by Michael Fogle, seconded by Clifford Horner to approve Keystone Collection Group to collect current and delinquent Per Capita Tax Collection for Berlin Borough. Ayes 5, Nays 0. Motion carried.

Motion by John Harding, seconded by Marshal Engleka to approve the Somerset Trust Certificate of Deposit at seven months and 4% of seven different accounts and a total of two million dollars to be put into Certificate of Deposit. Ayes 5, Nays 0. Motion carried.

Motion by Marshal Engleka, seconded by Clifford Horner to approve to advertise upon reviewing the corrections with Ordinance 365 Defining and Regulating Private Property Maintenance. Ayes 5, Nays 0. Motion carried.

### House

Discussion among the council about the borough community building ramp. The ramp that goes to the kitchen, the brick foundation that supports the ramp is deteriorating. Light outside the door at the top of the ramp has been damaged due to the door slamming into the light. The council wants quotes to have the ramp and brick foundation replaced/repaired.

Pius Spring Women's Club is having home tours again for 2025. The council is going to waive the rental fee of the community hall. All proceeds from the home tours stay in Berlin.

### Streets, Sidewalks, Storm Sewers

East end intersection at the blinking light. A request was made to have a mirror placed on a pole on Huckleberry Highway. Per PennDOT all convex mirrors are against department policy. A convex mirror will not be hung.

Motion by John Harding, seconded by Clifford Horner to approve the proposal from Darr Construction of 2863 Brotherton Road Berlin PA 15530 for the sidewalk modification for the ramp access to 534 Main Street Berlin PA in the amount of \$5,300. Ayes 5, Nays 0. Motion carried.

Motion by John Harding, seconded by Marshal Engleka to approve to get quotes for two sidewalk concrete repairs for 199 North Street/2nd Avenue and 1810 Main Street. If the quote is under \$6,000 approve to start the work. Ayes 5, Nays 0. Motion carried.

#### Electric & Equipment

Motion by John Harding, seconded by Marshal Engleka to approve the 2025 Long-Term Load Forecast developed by AMP to be used in the 2026 integrated resource plan. Ayes 5, Nays 0. Motion carried.

Borough of Berlin Power Supply Update as of April 21, 2025, has been presented to the council to review.

When Wiedenhoft Electric is called out to look at a resident for an electrical issue and the borough is not at fault for the issue the homeowner will be charged for the call if it is not an emergency, or it is an emergency call effective March 7, 2024. 1/16/2025 a resident called for Wiedenhoft to discuss new main location, upgrade utility pole and other services. The resident will need to be billed for this call.

#### Fire & Police

Police Coverage hours:

March 30 – April 5

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

April 6 - April 12

FT hrs = 50 (W. Gonzalez 50)

April 13 – April 19

FT hrs = 50 (W. Gonzalez 50)

April 20 – April 26

FT hrs = 50 (W. Gonzalez 50)

Full-time Police Officer position is still vacant. Continue to post on Indeed. Go to executive session.

Police Officer wages. Go to executive session.

#### Other Information

Motion by Clifford Horner, seconded by Marshal Engleka to approve for Traci Horning to do online series training for the PA State Association of Boroughs online series: Establishing a Rental Property Inspection Program in the amount of \$150 for the following days May 6, 13, and 20, 2025 from 10:00 am to 12:00 pm. Ayes 5, Nays 0. Motion carried.

Berlin Banner Committee would like to have a chicken BBQ at the lower diamond on Sunday May 18, 2025, from 7 am to 2 pm to benefit the Berlin Veteran Banners. Ayes 5, Nays 0. Motion carried.

Comcast sent a letter regarding the commencement of franchise renewal process. A representative will be in contact with the Borough to discuss renewal agreement.

Municipal Monthly Report/Inspections were given to the council.

Municipal Monthly Report/Permits was given to the council.

#### Municipal Authority Update

The Municipal Authority candidate that was picked has called and declined the position. Will repost the position.

Matt Will left the meeting at 5:50 pm.

#### Executive Session

At 5:50 P.M., John Harding made the motion, seconded by Marshal 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 5, Nays 0, Motion carried.

At 6:20 P.M. John Harding made the motion, seconded by Marshal Engleka, to have the council reconvened the regular meeting. Ayes 5, Nays 0. Motion carried.

Motion by Marshal Engleka, seconded by John Harding to approve accept the resignation of Rodney Norman of Garrett, PA with his last day being April 7, 2025. Ayes 5, Nays 0. Motion carried.

#### Adjournment

At 6:24 P.M. a motion was made by John Harding, seconded by Clifford Horner, to adjourn this meeting. Ayes 5, Nays 0. Motion carried.

Traci Horning

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Submitted By: Traci Horning, Executive Secretary