



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

## **Regular Council Meeting**

**July 2, 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 – Present  
Thomas Fisher – Absent  
Michael Fogle - Present  
Mayor Joseph Krause - Present

Others Attending –Traci Horning, Executive Borough Secretary.

Motion by John Harding seconded by Clifford Horner, to approve June 5, 2025, Regular Council Meeting. Ayes 6, Nays 0. Motion carried.

Motion by Marshal Engleka, seconded by Stephen Custer, to approve the Mayor and Police Department's Report for June 2025. Ayes 6, Nays 0. Motion carried.

Michael Fogle entered the meeting at 4:35 p.m.

**Park and Planning**

None.

**Garbage**

At 4:40 P.M., Michael Fogle made the motion, seconded by Clifford Horner 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 6, Nays 0, Motion carried.

At 4:45 P.M. Michael Fogle made the motion, seconded by Clifford Horner, to have the council reconvened the regular meeting. Ayes 6, Nays 0. Motion carried.

Personnel and Finance

Motion by Stephen Custer, seconded by John Harding to approve the June 2025 bills. Ayes 6, Nays 0. Motion carried.

Motion by John Harding, seconded by Marshal Engleka to approve the Treasurer's Report for May 2025. Ayes 6, Nays 0. Motion carried.

Motion by Michael Fogle, seconded by Clifford Horner, to approve the purchase of a FIONOFY Time Clock in the amount of \$59.99. Ayes 6, Nays 0. Motion carried.

Motion by Clifford Horner, 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 \$71,447 for the period of August 1, 2025, to August 1, 2026. Ayes 6, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by John Harding to approve the Workers Compensation and Employers Liability Insurance Policy (AM Trust Insurance Company) with Agent Teeter Group Insurance of 3375 Lynwood Drive, Altoona, PA 16602 in the amount of \$69,908 for the period of August 1, 2025, to August 1, 2026. Ayes 6, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by John Harding 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 for the period of September 3, 2025, to September 3, 2026. Ayes 6, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Marshal Engleka to approve Resolution 07022025 Berlin Borough 700 North Street Berlin PA 15530 DESIGNATION OF AGENT RESOLUTION BOROUGH OF BERLIN SOMERSET COUNTY PENNSYLVANIA. Ayes 5, Nays 0, Abstain 1 (Michael Fogle). Motion carried.

**Resolution Number 07022025**

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

**DESIGNATION OF AGENT RESOLUTION  
BOROUGH OF BERLIN  
SOMERSET COUNTY, PENNSYLVANIA**

FOR: Borough of Berlin

BE IT RESOLVED BY the Berlin Borough Council of the Borough of Berlin that, Traci Horning, Executive Borough Secretary IS HEREBY AUTHORIZED TO EXECURE FOR AND IN BEHALF OF the Borough of Berlin, Somerset County, a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of

purchasing Lot 11 and Lot 98 in the Evergreen Subdivision from the Estate of Roland Dee Fogle, a/k/a Roland D. Fogle.

Passed and approved this 2<sup>nd</sup> day of July 2025.

Michael Lottig, Council President \_\_\_\_\_

(Signature)

### House

Motion by Michael Fogle, seconded by John Harding to approve the proposal from Darr Construction of 2863 Brotherton Road Berlin PA 15530 for the ramp entering the Borough Building in the amount of \$22,000. Ayes 6, Nays 0. Motion carried.

### Streets, Sidewalks, Storm Sewers

An ordinance requiring that no streets or roads of the Borough of Berlin be opened, excavated or cut by any person, firm, corporation, or utility without first securing a permit in accordance with the ordinance and regulations promulgated pursuant thereto – was given to the council members to review and make changes and to represent at the next meeting.

Property 722 Division Street is having an issue with property 720 Division Street draining stormwater onto the property of 722 Division Street. Council members had a discussion to what the Borough can do. The Borough is requesting the homeowners contact their attorneys to settle the dispute due to the properties not being the Borough's.

Transportation Alternative (TA) Set-Aside program is open and accepts applications till September 5, 2025. Council would like to apply for Diamond Street from Main Street to South Street and Route 160 from Main Street past the cemetery to the end of town on the Chill Out side. Council would like to apply to redo the sidewalks.

### Electric & Equipment

John Deere Backhoe has been having issues. Discussion among council members to get quotes on another backhoe besides John Deere.

American Municipal Power (AMP) has requested Berlin Borough to investigate the 2027 Waste Heat Energy Schedule with AMP. Council members to look over the contract and will be represented at the next meeting for approval.

Motion by Stephen Custer, seconded by Michael Fogle to approve the Billable Labor Rate for Computation and Equipment Rates with a 20% increase. Ayes 6, Nays 0. Motion carried.

## Billable Labor Rate

Computation	Jun-21	Jul-25
Wage Rate	19.54	23.54
Life Ins.	0.07	0.08
Health Ins.	10.49	12.43
W/C	1.12	1.34
U/C	0.56	0.66
Social Security	1.21	1.46
Medicare -	0.28	0.34
Pension -	2.34	3.53
Total -	\$ 35.61	\$ 43.38
<b>Approved Billable Labor total</b>	<b>\$ 40.00</b>	<b>\$ 50.00</b>

Equipment Rates:		
Backhoe w/ Operator	\$ 90.00	\$ 108.00
Dump Truck (1Tn)/Operator	\$ 80.00	\$ 96.00
Tool Truck	\$ 40.00	\$ 48.00
Cement Saw w/Operator	\$ 90.00	\$ 108.00
Wacker w/ Operator	\$ 60.00	\$ 72.00
Jackhammer w/ Operator	\$ 60.00	\$ 72.00
Air Compressor W/ Attachment	\$ 45.00	\$ 54.00
Pump w/ Operator	\$ 60.00	\$ 72.00

Approved by Council	7/5/2021	7/2/2025
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Pennsylvania Municipal Electric Association Annual Conference September 3-5, 2025, at Omni Bedford Springs Resort in Bedford PA. September 4, 2025, Borough meeting will need to be moved to September 3, 2025.

Motion by John Harding, seconded by Michael Fogle to approve Thursday September 4, 2025, meeting to be rescheduled to Wednesday September 3, 2025, at 4:30 pm in the Borough office at 700 North Street, Berlin, PA. Ayes 6, Nays 0. Motion carried.

## Fire & Police

Police Coverage hours:

June 1 – June 7

FT hrs = 60 (W. Gonzalez 60)

June 8 - June 14

FT hrs = 60 (W. Gonzalez 60)

June 15 – June 21

FT hrs = 60 (W. Gonzalez 60)

June 22 – June 28

FT hrs = 60 (W. Gonzalez 60)

A letter from the Department of Emergency Services was received in the mail regarding the staffing crisis among the Emergency Medical Services (EMS).

## Other Information

Rental Property Inspection Program that offered through PSAB and attended by Traci Horning, Executive Secretary has been presented to council members and discussed. The program is being tabled till further notice.

Motion by Stephen Custer, seconded by John Harding to approve the donation to the Berlin Community Grove Fireworks Fund Committee for the 2025 July Fourth display in the amount of \$1,000.00. Ayes 6, Nays 0. Motion carried.

JB Schrock Playground executive board has requested to use the Berlin Community Building for a BINGO Fundraising event. Following dates have been requested July 11, August 8, September 19, October 10, November 7, December 12, 2025. Council members had a discussion and are ok with the request.

Municipal Monthly Report/Inspections were given to the council.

Municipal Monthly Report/Permits was given to the council.

## Municipal Authority Update

Vacant position: Candidate has been picked waiting on the clearances

## Adjournment

At 6:30 P.M. a motion was made by Stephen Custer, seconded by John Harding, to adjourn this meeting. Ayes 6, Nays 0. Motion carried.

Traci Horning

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Submitted By: Traci Horning, Executive Secretary