



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

Regular Council Meeting

October 2, 2025 – 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 – Absent
Marshal Engleka – Absent
Stephen Custer – Present
Thomas Fisher – Absent
Michael Fogle - Present
Mayor Joseph Krause - Absent

Others Attending –Jim Broderick, Brian Black, Susan Platt, Laura Wyant, PA State Trooper Vouch, Berlin Officer William Gonzalez and Traci Horning, Executive Borough Secretary.

Susan Platt, owner of Platt Out Jonesin For A Gluten Free Bakery on 723 South Street, has requested the council to put a handicap parking space in front of her business on South Street.

Motion by Clifford Horner seconded by Michael Fogle, to approve putting a handicap parking space in the front of the business Platt Out Jonesin For A Gluten Free Bakery on 723 South Street. Ayes 4, Nays 0. Motion carried.

Brian Black was present to announce to the Council he has interest in the 2-year vacant seat beginning January 2026 of the Borough Council. Brain was going to possibly run on the fall ballot as a write in for the two-year term.

Laura Wyant resident of 10th Avenue was present to discuss with council about the high speed of traffic in 10th Avenue from Shady Lane to Stewart Street.

Executive Session after the regular meeting for a personnel issue.

Officer Gonzalez and PA State Trooper Bouch were present to discuss and answer questions of concern.

Berlin Borough Officer Gonzalez discussed with the Borough Council about the concerns of no police coverage while he is not on duty. Consider hiring some Part-Time officers to fill the hours of when he is not on duty. No success of finding a Full-Time officer so was requesting to hire Part-Time Officers.

PA State Trooper Bouch discussed to Borough Council the current statistics of the Borough of Berlin from January 2025 to present.

Motion by Stephen Custer seconded by Michael Fogle, to approve September 3, 2025, Regular Council Meeting. Ayes 4, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Michael Fogle, to approve the Mayor and Police Department's Report for September 2025. Ayes 4, Nays 0. Motion carried.

Park and Planning

None

Garbage

A discussion about the Thursday brush pick up about the amount of leaves that residents are putting out to be picked up. There is limit on the amount of leaves a resident can put out. Borough will continue with brush, leaves and grass pick up on Thursdays.

A reminder to all Borough residents we have glass pick up also on Thursdays. Please put all glass in a box or a bag and place at the curb by 7 am on Thursdays. Any questions please call the Borough office.

Personnel and Finance

Motion by Stephen Custer, seconded by Clifford Horner to approve the September 2025 bills. Ayes 4, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Michael Fogle to approve the Treasurer's Report for August 2025. Ayes 4, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Stephen Custer to approve the 2026 Employer Health, Dental and Eye insurance rates as presented at the meeting. Ayes 3, Nays 1

The council had a discussion on the Real Estate Tax Rate for 2026 for the Borough. Waiting on the Assessment Office to send the assessed valuation for the municipality for the tax year 2026. Will present at the November meeting to further discuss.

Financial Requirement and Minimum Municipal Obligation for the year 2026 Borough (CB Plan) Pension Plan requires an administrative charge of \$60.00 (3 members X \$20.00).

Motion by Stephen Custer and seconded by Clifford Horner to approve the Minimum Municipal Obligation for the Borough pension plan 56-015-3-n2 in the amount of \$60.00. Ayes 4, Nays 0. Motion carried.

The Financial Requirement and Minimum Municipal Obligation for the year 2026 current Borough Pension Plan requires funding at .1288 of 2025 wages and administrative charge for a total funding in the amount of \$62,965.00.

Motion by Stephen Custer and seconded by Clifford Horner to approve the Minimum Municipal Obligation for the Borough pension plan 56-015-3-n1 in the amount of \$62,965.00. Ayes 4, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Stephen Custer to accept the resignation of Marshal Engleka, Berlin, PA from his seat on the Borough of Berlin Council, effective October 2, 2025. Ayes 4, Nays 0. Motion carried.

Under Section 901 of the Brough Code, it provides that Council shall fill the vacancy of Marshal Engleka within thirty (30) days by appointing a registered elector of the Borough to hold the vacant seat until the first Monday in January 2026.

A discussion was held among council members regarding the appointment of a registered elector of the Borough.

Motion by Clifford Horner, seconded by Stephen Custer to approve the appointment of James Broderick, Jr. Berlin, PA to the vacant Borough of Berlin Council seat, effective October 2, 2025. Ayes 4, Nays 0. Motion carried

House

Ramp entering the Borough Building will not be done this year. Planning to start the project in April 2026.

Streets, Sidewalks, Storm Sewers

A discussion was held among the council members regarding what streets to pave for the Spring of 2026.

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 discussed and tabled till the next meeting so the sidewalk committee can meet and discuss further and bring back to the council to decide.

Ordinance No. 214 was discussed and going to make no changes at the current time.

The Borough is looking to apply for a Transportation Alternatives Set-Aside (TASA) Grant to do all the sidewalks for Broadway Street. The grant is 100% construction funded, no match, minimum project total of \$50,000 and maximum project total of \$1.5 million.

Local Share Account (LSA) Grant has no match, minimum project total of \$25,000 and maximum project total of \$1 million. The Borough was looking to apply for this grant to do a study on stormwater but has decided to put this project on hold for now.

Electric & Equipment

LB Water quote for a Metrotech Vivax VM810 Locator and Transmitter Cable Pipe Locator VM-810 which will be used to find electrical lines and water lines. The Borough will pay half, and the Municipal Authority will pay half.

Motion by Michael Fogle, seconded by Stephen Custer to approve the quote from LB Water of 169 Ebony Road Ebensburg PA for a Metrotech Vivax VM810 Locator and Transmitter Cable Pipe Locator VM-810 in the amount of \$5,275.00 which will be paid half by the Borough and half by the Municipal Authority. Ayes 4, Nays 0. Motion carried.

Fire & Police

Police Coverage hours:

- August 24 – August 30
FT hrs = 60 (W. Gonzalez 60)
- August 31 - September 6
FT hrs = 60 (W. Gonzalez 60)
- September 7 – September 13
FT hrs = 60 (W. Gonzalez 60)
- September 15 – September 20
FT hrs = 60 (W. Gonzalez 60)
- September 21 – September 27
FT hrs = 60 (W. Gonzalez 60)

Officer Gonzalez requested the Borough Council to consider hiring multiple part-time officers to help fill the available hours since the full-time officer position has not been filled.

Motion by Stephen Custer, seconded by Clifford Horner to approve the hiring of multiple part-time officers to help fill the available hours. Ayes 4, Nays 0. Motion carried.

Motion by Stephen Custer and seconded by Michael Fogle to approve Financial Requirement & Minimum Municipal Obligation Budget for 2026 for Police Pension Plan in the amount of \$24,975. Ayes 4, Nays 0. Motion carried.

Other Information

Pius Spring Women’s Club requested permission to use the Borough lot if needed for parking when they have Pioneer Day on October 11, 2025. Council is ok with using the Borough lot if needed.

Motion by Clifford Horner and seconded by Michael Fogle to approve Resolution No. 10022025 Somerset County PA 2025 Hazard Mitigation Plan. Ayes 4, Nays 0. Motion carried.

Reads as follows:

**Somerset County, PA 2025 Hazard Mitigation Plan
Municipal Adoption Resolution**

Resolution No. 10022025
Borough of Berlin, Somerset County, Pennsylvania

WHEREAS, the Borough of Berlin, Somerset County, Pennsylvania, is most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety, and

WHEREAS, Section 322 of the Disaster Mitigation Act of 2000 (DMA 2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities, and

WHEREAS, the Borough of Berlin acknowledges the requirements of Section 322 of DMA 2000 to have an approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds, and

WHEREAS, the Somerset County 2025 Hazard Mitigation Plan has been developed by the Emergency Management Agency in cooperation with other county departments, officials, and citizens of Borough of Berlin, and

WHEREAS, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Somerset County 2025 Hazard Mitigation Plan, and

WHEREAS, the Somerset County 2025 Hazard Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural and human-made hazards that face the County and its municipal governments,

NOW THEREFORE BE IT RESOLVED by the governing board for the Borough of Berlin:

- The Somerset County 2025 Hazard Mitigation Plan is hereby adopted as the official Hazard Mitigation Plan of the Borough of Berlin, and
- The respective officials and agencies identified in the implementation strategy of the Somerset 2025 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

ADOPTED, this _____ day of _____, 2025

ATTEST:

Traci Horning
Executive Borough Secretary

Borough of Berlin

By _____
Michael Lottig, Council President

By _____
Clifford Horner, Council Vice-President

The Somerset County Boroughs Association Dinner Meeting is Thursday October 16, 2024, at Rizzo's, Windber, PA.

Berlin Brothersvalley School District sent a community letter to the Borough Council as part of their ongoing effort to keep residents informed and engaged.

Municipal Monthly Report/Inspections were given to the council.

Municipal Monthly Report/Permits was given to the council.

Municipal Authority Update

Nothing current.

Executive Session

At 7:04 P.M., Clifford Horner made the motion, seconded by Stephen Custer 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 4, Nays 0, Motion carried.

At 7:22 P.M. Michael Fogle made the motion, seconded by Clifford Horner, to have the council reconvened the regular meeting. Ayes 4, Nays 0. Motion carried.

Motion by Clifford Horner and seconded by Michael Fogle to approve the outside hired service of cleaning the Borough office to be discontinued effective October 3, 2025. Ayes 4, Nays 0. Motion carried.

Adjournment

At 7:30 P.M. a motion was made by Stephen Custer, seconded by Clifford Horner, to adjourn this meeting. Ayes 4, Nays 0. Motion carried.

Traci Horning

Submitted By: Traci Horning, Executive Secretary