



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

Regular Council Meeting

November 6, 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 – Present
Stephen Custer – Present
Thomas Fisher – Present
Michael Fogle - Present
James Broderick - Present
Mayor Joseph Krause - Present

Others Attending –Brian Black, Bret Horning, Doug Paul, Bill Miller, Mark Harding, Robert Snyder, Jr., Berlin Officer William Gonzalez and Traci Horning, Executive Borough Secretary.

Bill Miller spoke on behalf of the Berlin Fire Department regarding parking in front of the Borough Building during business/office hours from 9am to 4 pm Monday through Friday when the fire department is called out to a fire call. Council has requested no parking in the three (3) spots right in front of the Borough Building during business hours from 9am to 4 pm Monday through Friday when the fire department is called out for a fire call.

Executive Session after the regular meeting.

Motion by Michael Fogle seconded by Thomas Fisher, to approve October 2, 2025, Regular Council Meeting. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by James Broderick, to approve the Mayor and Police Department's Report for October 2025. Ayes 7, Nays 0. Motion carried.

Park and Planning
None

Garbage

Waste Management is closing the Mostoller Landfill on Glades Pike Somerset, PA December 2025. Noble Environmental Inc., of 635 Toby Road, Kersey, PA has sent a standard service agreement for disposal of Berlin Borough's garbage customers garbage to the Southern Alleghenies Landfill 843 Miller Picking Road Davidsville PA. Service Agreement is for a two (2) year contract starting December 2025.

Motion by Stephen Custer, seconded by John Harding to approve the Disposal Agreement with Noble Environmental located at Southern Alleghenies Landfill of 843 Miller Picking Road Davidsville PA for disposal of Belrin Borough's garbage customers garbage effective December 2025. Ayes 7, Nays 0. Motion carried.

Personnel and Finance

Motion by Michael Fogle, seconded by Stephen Custer to approve the October 2025 bills. Ayes 7, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Michael Fogle to approve the Treasurer's Report for September 2025. Ayes 7, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Michael Fogle to approve the notice to advertise the 2026 budget as presented in the Somerset Daily American. Ayes 7, Nays 0. Motion carried.

Budget will be open to the public to view from November 17 to December 4, 2025. The council will approve the 2026 budget at the December 4, 2025, meeting.

Motion by Stephen Custer, seconded by Michael Fogle to approve the Borough of Berlin Municipal Real Estate Rate for Tax Year 2026 as two (2) Mills. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by James Broderick to approve the Borough of Berlin Municipal Real Estate Discount Rate as 2%, Penalty Rate as 5% for Tax Year 2026. Ayes 7, Nays 0. Motion carried.

Motion by Michael Fogle, seconded by Clifford Horner to approve and advertise the 2026 Regular Meetings the first Thursday of each month starting at 4:30 p.m. Dates for the meetings are as follows: Monday January 5, February 5, March 5, April 2, May 7, June 4, July 2, August 6, September 3, October 1, November 5, December 3, 2026. Ayes 7, Nays 0. Motion carried.

Motion by John Harding and seconded by Clifford Horner to approve Resolution No. 11062025 Resolution Appointment Regarding Vacant Council Seat. Ayes 6, Nays 0. Abstain 1. Motion carried.

Reads as follows:

BOROUGH OF BERLIN
RESOLUTION NO. 11062025
RESOLUTION APPOINTMENT REGARDING VACANT COUNCIL SEAT

WHEREAS, on September 30, 2025, Borough of Berlin Council member Marshal Engleka, tendered his resignation from Council which was accepted by remaining members of Council on October 2, 2025, effective October 2, 2025;

WHEREAS, Section 901 of the Borough Code, 8 PA. C.S.A. § 901, provides that Council shall fill the vacancy thereby created within 30 days by appointing, by resolution, a registered elector of the Borough to hold the office until the first Monday in January after the first municipal election occurring more than 60 days after the vacancy occurs;

WHEREAS, the council of Borough of Berlin has identified a registered elector of the Borough, one James Broderick, Jr who otherwise meets the qualifications to serve as a Council member under applicable law, to fill the vacancy on Borough of Berlin Council created by the aforementioned of Marshal Engleka; and

WHEREAS, Council hereby desires to formally appoint James Broderick, Jr. to said vacancy under the terms and conditions and for the duration identified in the above-cited Section 901.

NOW, THEREFORE, BE IT RESOLVED, and incorporating the foregoing recital clauses by reference herein, that the Council of the Borough of Berlin, Somerset County, Pennsylvania, hereby adopts this Resolution appointing one James Broderick, Jr. to the vacancy on Borough of Berlin Council.

BE IT FURTHER RESOLVED, that James Broderick, Jr. shall serve in said official capacity until January 5, 2026, and otherwise, under terms and conditions more particularly identified in Section 901 of the Borough Code, 8 Pa. C.S.A. § 901.

THIS RESOLUTION DULY ADOPTED, this ____ day of _____, 2025 by the Council of the Borough of Berlin, Somerset County, Pennsylvania.

BOROUGH OF BERLIN

BY: _____
Michael Lottig
Borough Council President

ATTEST:

Traci Horning
Executive Borough Secretary

(SEAL)

Motion by John Harding and seconded by James Broderick to approve Resolution No. 11062025-1 Resolution Keystone Collection Group appointed as the earned income tax collector beginning May 1, 2025. Ayes 7, Nays 0. Motion carried.

Reads as follows:

**Resolution Number 11062025-1
Berlin Borough
700 North Street
Berlin, PA 15530**

WHEREAS, Keystone Collection Group has been appointed as the earned income tax collector for the Borough of Berlin, Somerset County, Pennsylvania, beginning May 1, 2025; and

WHEREAS, the Berlin Brothersvalley School District has appointed Keystone Collection Group to collect delinquent per capita tax revenue beginning with per capita tax collections levied for the year 2025; and

WHEREAS, it is logical and economically feasible for the same entity to collect the delinquent per capita tax revenue for the local school district and the Borough of Berlin.

THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Berlin Borough Council of the Borough of Berlin, Somerset County, Pennsylvania, that Keystone Collections Group, Irwin, Pennsylvania, is appointed as collector of delinquent per capita tax revenue for the Borough of Berlin beginning with per capita tax collections levied for the year 2025, and the execution of an agreement effecting said collection is hereby authorized and approved.

BE IT FURTHER RESOLVED that Berlin Borough’s agreement/understanding with Capita Tax for the collection of delinquent per capita tax revenue for 2024 and prior years continues in effect until such delinquent per capita tax revenue is collected or determined to be uncollectible.

BOROUGH OF BERLIN

BY: _____
Michael Lottig
Council President

ATTEST:

Traci Horning
Executive Borough Secretary

(SEAL)

The Somerset Trust Certificate of Deposit will mature December 4, 2025. Council discussed the current CD rates and will decide at the December meeting about renewing the current CDs to the new CD Rate offered in December.

Motion by Clifford Horner, seconded by Michael Fogle to approve the Pollution Liability Insurance Policy with Agent Teeter Group Insurance of 3375 Lynwood Drive, Altoona, PA 16602 in the amount of \$4,495 for the period of January 1, 2026, to December 31, 2026. Ayes 7, Nays 0. Motion carried.

House

Discussion among the council about the current surveillance cameras around the Borough Building of how outdated the camera are. Two (2) quotes were received for installing new cameras around and in the Borough Building. Council has questions about both the quotes. Need to call both providers to answer the questions the council members have. Present again at the December meeting.

Streets, Sidewalks, Storm Sewers

A discussion about stormwater from the new addition of the Berlin Brethren Church as to where to tap the stormwater into the drains. Tap will be according to the approved drawings that were submitted to Somerset County Planning Commission. A tap fee of \$300.00 will be charged.

Electric & Equipment

None.

Fire & Police

Police Coverage hours:

September 28 – October 4

FT hrs = 60 (W. Gonzalez 60)

October 5 - October 11

FT hrs = 72 (W. Gonzalez 60, Logsdon 6, McCoy 6)

October 12 – October 18

FT hrs = 60 (W. Gonzalez 60)

October 19 – October 25

FT hrs = 76 (W. Gonzalez 60, Logsdon 8, McCoy 8)

October 26 – November 1

FT hrs = 88 (W. Gonzalez 60, Logsdon 16, McCoy 8, Collins 8)

Other Information

Somerset County Planning Commission letter for an incidental boundary line change for tax parcel #S42-066-030-01 and #S42-066-027-00.

Pennsylvania Department of Environmental Protection letter to inform the community that the Commonwealth Drought Task Force has declared a Drought Watch for 25 counties effective October 23, 2025.

Municipal Monthly Report/Inspections were given to the council.

Municipal Authority Update

Nothing current.

Executive Session

At 5:39 P.M., Clifford Horner 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.

At 6:17 P.M. James Broderick made the motion, seconded by John Harding, to have the council reconvened the regular meeting. Ayes 7, Nays 0. Motion carried.

Adjournment

At 6:22 P.M. a motion was made by Stephen Custer, seconded by Clifford Horner, to adjourn this meeting. Ayes 7, Nays 0. Motion carried.

Traci Horning

Submitted By: Traci Horning, Executive Secretary