



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

Regular Council Meeting

April 2, 2026 – 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
Michael Fogle - Present
James Broderick - Present
Brian Black - Present
Mayor Joseph Krause - Present

Others Attending –Kevin Yoder, Appalachian Engineering Group; Judy Ellich, Somerset Daily American; Bret Horning and Traci Horning, Executive Borough Secretary.

Judy Ellich had a discussion with the Borough Council on ways to bring a business into Berlin Borough for the empty building that Snyder of Berlin was in.

Judy Ellich left the meeting at 4:45 p.m.

Kevin Yoder had a discussion with the Berlin Council about the Multi-Modal grant that is being used to do the sidewalks from Vine Street to Cumberland Street both sides and from Cumberland Street to North Street on the West side. Suggestions on some areas of the sidewalk to change, set a meeting up with the sidewalk committee to do a walk, advertise for a public meeting the week of April 27, 2026. Present the final drawing to council with all the corrections on May 7, 2026, meeting to be approved and then submit PennDOT to be approved.

Kevin Yoder left the meeting at 5:10 p.m.

Executive Session after the regular meeting.

Motion by Stephen Custer, seconded by Michael Fogle, to approve March 5, 2026, 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 March 2026. Ayes 7, Nays 0. Motion carried.

Park and Planning

None.

Garbage

March 20, 2026, was the last day for Mostoller Landfill (Waste Management) at 7095 Glades Pike, Somerset, Pa 15501.

Personnel and Finance

Motion by John Harding seconded by Stephen Custer to approve the March 2026 bills. Ayes 7, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by James Broderick to approve the Treasurer's Report for February 2026. Ayes 7, Nays 0. Motion carried.

Motion by Michael Fogle, seconded by John Harding to approve the quote from Principal Life Insurance Company of 711 High Street, Des Moines, IA 50392 for Group Term Life, Accidental Death & Dismemberment in the amount of \$3,229.92 for a full year. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Stephen Custer to approve and accept the 2026-2028 Retail, Wholesale & Department Store Union, UFCW Contract with new changes/additions for the outside workers. Ayes 7, Nays 0. Motion carried.

Motion by John Harding, seconded by Brian Black to approve President Michael Lottig and Executive Secretary Traci Horning to sign all necessary documents to execute the 2026-2028 Retail, Wholesale & Department Store Union, UFCW Contract with new changes/additions for the outside workers. Ayes 7, Nays 0. Motion carried.

Wages for Non-Uniform Borough Employees is executive session at the end of the meeting.

ITRON system is used to read the electric and water meters for the monthly billing. The whole system is not working properly. It is very outdated and is not supported to have any updates. Need to get quotes for hand help and computer.

Motion by James Broderick, seconded by Michael Fogle to approve updating the computer and hand help used to do the reading of the water and electricity for the monthly billing. Ayes 7, Nays 0. Motion carried.

Council had a discussion on the borough going to e-billing. Due to the rising costs of postage, a suggestion was made to go to e-billing where all monthly bills would go to a customer email then the customer would have multiple choices to pay the monthly bill. Send a letter to all customers about going to e-billing.

Motion by Michael Fogle, seconded by John Harding to approve e-billing for the utility bill for the borough. updating the computer and hand help used to do the reading of the water and electricity for the monthly billing. Ayes 7, Nays 0. Motion carried

House

None.

Streets, Sidewalks, Storm Sewers

Motion by Stephen Custer, seconded by Michael Fogle to approve the quote from Windy Ridge Tree Care of 135 Walker Grove Road, Somerset, PA in the amount of \$450 to cut down a dead tree. Ayes 7, Nays 0. Motion carried.

EnviroTrac of 176 Thorn Hill Road, Warrendale, PA 15086 had reached out to the Borough of Berlin about wanting to discharge the treated groundwater into the Berlin Borough's sanitary sewer from the petroleum leak in 2021 on the Valero Station premises at 404 Broadway Street, Berlin, PA. This was presented to Berlin Borough Council Members and is being passed along to the Municipal Authority of the Borough if Berlin since the Authority handles the sewer and water.

Motion by Clifford Horner, seconded by Brian Black to approve to advertise for the paving of various borough streets. Bids to be received by May 7, 2026, at 4:30 p.m. at the borough office. Ayes 7, Nays 0. Motion carried.

Council members discussed Ordinance 214 to have it updated with changes throughout the ordinance. Information on changes will be submitted to the solicitor.

Fletcher Street has areas where the grass from the landowner is growing over the curb of the street. The borough will not be edging on the side of the road to clear the grass from the street this will be the responsibility of the landowner.

Council had a discussion on the multi-modal grant that is being used to do the sidewalks from Vine Street to Cumberland Street both sides and from Cumberland Street to North Street on the West side at the beginning of the meeting with Kevin Yoder the engineer.

Electric & Equipment

The AMP thermal scan of the electric system is going to be postponed till 2027.

Wiedenhof Electric has requested to order telephone poles since inventory is getting low.

Motion by Stephen Custer, seconded by Clifford Horner to approve Wiedenhof Electric to order telephone poles to add to the inventory. Ayes 7, Nays 0. Motion carried.

When Wiedenhof 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. On March 2026 invoice the following charges will need to be billed to the homeowner. 3/18/2026 upgrade service from 200 amp to 400 amp with consultation. The resident will need to be billed.

Fire & Police

Police Coverage hours:

March 1 – March 7

FT hrs = 90 (W. Gonzalez 40, C. Fann 50)

PT hrs = 44 (M. Logsdon 12, T. Collins 32)

March 8 - March 14

FT hrs = 90 (W. Gonzalez 40, C. Fann 50)

PT hrs = 40 (M. Logsdon 8, T. Collins 32)

March 15 – March 21

FT hrs = 96 (W. Gonzalez 50, C. Fann 46)

PT hrs = 42 (M. Logsdon 10, T. Collins 32)

March 22 – March 28

FT hrs = 100 (W. Gonzalez 50, C. Fann 50)

PT hrs = 42 (M. Logsdon 10, T. Collins 32)

Commonwealth Financing Authority's Local Share Account (LSA) distributed more than \$2.1 million dollars in grant money to Somerset County to assist with projects aimed at boosting local infrastructure, public safety, and community resources. Berlin Borough was awarded \$70,971 to purchase a new police vehicle for the borough's police department. The Borough of Berlin applies for this grant which is very competitive to receive. The Borough will have between \$2,500 to \$3,000 out of pocket expense that was not covered by the grant.

Other Information

None.

Municipal Authority Update

None.

Executive Session

At 6:32 P.M., John Harding made the motion, seconded by James Broderick 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 7:17 P.M. John Harding made the motion, seconded by Brian Black, to have the council reconvened the regular meeting. Ayes 7, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by John Harding to approve the 2026 wages for Administrative, Confidential, Part-Time Labor, Seasonal Labor, Crossing Guard borough employees as per the sheet submitted to council. Ayes 7, Nays 0. Motion carried.

Motion by John Harding, seconded by James Broderick to approve the 2025 sick time hours not used to be paid out per the sheet submitted to council due to a change in the new union contract. Ayes 7, Nays 0. Motion carried.

Michael Fogle left the meeting at 7:21 pm.

Adjournment

At 7:25 P.M. a motion was made by Stephen Custer, seconded by James Broderick, to adjourn this meeting. Ayes 6, Nays 0. Motion carried.

Traci Horning

Submitted By: Traci Horning, Executive Secretary