



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

Regular Council Meeting

May 7, 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; Chadd Sines, Somerset County Planning Commission; Noah Clevenger; and Traci Horning, Executive Borough Secretary.

Chadd Sines talked to the council about how the County of Somerset has started their own code office for inspections. The county has received numerous complaints from various municipalities about how their code inspector is not doing what is being asked or following up on permit applications submitted. Noah Clevenger talked about how he was a building inspector for 10 years and started his own 3rd party company for inspections. Chadd previously sent the borough a packet to review to see if the borough would be interested in joining with the county with their inspector.

Chadd Sines and Noah Clevenger left the meeting at 4:46 p.m.

Kevin Yoder had a discussion with the Berlin Council about the updated sidewalk plans. There are several residents that various items/things are going to have to be done for the new sidewalks. The updated drawing should be ready to be submitted in two weeks. Kevin gave an update of the Berlin Brethren Church regarding the storm water discharge.

Kevin Yoder left the meeting at 5:15 pm.

Opening of the 2026 Berlin Borough Paving of various street.

2026 Berlin Borough Paving Opening May 7, 2026, at 4:30 p.m.

Name	Item 1: 1,946 S.Y. Milling of Bituminous Pavement	Item 2: 338 Ton Superpave Scratch and Leveling Course, 9.5 mm, In Place	Item 3: 560 Ton Superpave Wearing Course, 9.5 mm, In Place	Total of Item 1, Item 2, Item 3
Quaker Sales Corporation P.O. Box 880 Johnstown, PA 15907 Karen Golden 814-536-7541	18,487.00	42,250.00	64,400.00	125,137.00
HRI, Inc. 1750 W College Ave State College, PA 16801 Kelly Foreman 814-278-6955	18,681.60	46,982.00	81,256.00	146,919.60
Keystone Lime Co., Inc. P.O. Box 278 Springs, PA 15562 Dennis Grube 814-662-2500	12,162.50	40,982.50	68,180.00	121,325.00
Ameri-Seal LLC 61 National Highway Cumberland, MD 21502 Brandon Orr 301-676-7325	15,003.66	83,293.34	138,003.00	236,300.00
New Enterprise Stone & Lime Co. PO Box 77 3912 Brumbaugh Road New Enterprise, PA 16664 David Crawford 814-766-2211 Ext 2306	13,096.58	39,387.14	62,104.00	114,587.72

All bids are being rejected due to four (4) streets that are being torn up by Columbia Gas laying new gas lines. There is a 25% change that can be made to the original bid and by removing the four streets it is a 27% change so all bids must be rejected and a new bid packet will be created to remove those streets and add other streets.

Motion by Stephen Custer, seconded by Michael Fogle, to approve to have all bids rejected from the bid opening of May 7, 2026, for paving of various streets. Ayes 7, Nays 0. Motion carried.

Motion by Michael Fogle, seconded by Stephen Custer, to approve April 2, 2026, Regular Council Meeting. Ayes 7, Nays 0. Motion carried.

Motion by Michael Fogle, seconded by James Broderick, to approve the Mayor and Police Department's Report for April 2026. Ayes 7, Nays 0. Motion carried.

Park and Planning

None.

Garbage

None.

Personnel and Finance

Motion by Clifford Horner seconded by Stephen Custer to approve the April 2026 bills. Ayes 7, Nays 0. Motion carried.

Motion by James Broderick, seconded by Clifford Horner to approve the Treasurer's Report for March 2026. Ayes 7, Nays 0. Motion carried.

Rita Shaulis, the crossing guard for 10th Avenue, has stated she is resigning at the end of the 2025/2026 school year. Waiting for her letter of resignation.

Motion by Clifford Horner, seconded by Stephen Custer to approve Resolution 05072026 Berlin Borough 700 North Street Berlin PA 15530 DESIGNATION OF AGENT RESOLUTION BOROUGH OF BERLIN SOMERSET COUNTY PENNSYLVANIA. Ayes 6, Nays 0, Abstain 1 (Michael Fogle). Motion carried.

Resolution Number 05072026

**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 EXECUTE 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 Parcel 6 in the residue of a minor subdivision recorded in

record book 1304 page 191. Also, a portion of Parcel 6 which is unnumbered and lies between Lot 69A and Lot 70 in the Evergreen Subdivision recorded in record book 878 page 833 from the Estate of Roland Dee Fogle, a/k/a Roland D. Fogle.

Passed and approved this 7th day of May 2026.

Michael Lottig, Council President _____
(Signature)

Motion by Clifford Horner, seconded by Brian Black to approve the advertising of an ordinance for the consideration of the opening, acceptance and dedication of certain street as listed below. Ayes 7, Nays 0. Motion carried.

NOTICE PLEASE TAKE NOTICE THAT BOROUGH COUNCIL OF BERLIN WILL CONSIDER THE ADOPTION OF AN ORDINANCE THE BASIS FOR THE FOLLOWING SUMMARY AT ITS NEXT REGULAR SCHEDULED MEETING ON JUNE 4, 2026, AT 4:30 P.M. IN THE BERLIN BOROUGH BUILDING LOCATED AT 700 NORTH STREET, BERLIN, PENNSYLVANIA. A SUMMARY OF THE ORDINANCE OF THE BOROUGH OF BERLIN CONFIRMING THE ACCEPTANCE, OPENING AND DEDICATION OF CERTAIN STREETS AS PUBLIC THOROUGHFARES. THE ORDINANCE TO BE CONSIDERED WILL CONFIRM THE OPENING, ACCEPTANCE AND DEDICATION OF CERTAIN STREETS IN THE BOROUGH OF BERLIN AS SET FORTH BELOW:

A. VINE STREET BEGINNING at a point at the intersection of Swallow Street with the center line of Vine Street to the end of Vine Street.

B. SWALLOW STREET BEGINNING at point at the intersection of Vine Street with the center line of Swallow Street to the end of Swallow Street.

C. WILSON DRIVE

Parcel 1: BEGINNING at a point at the intersection of Swallow Street with the center line of Wilson Drive; to the end of Wilson Drive being the eastern intersection center line of Wilson Drive and Stewart Street.

Parcel 2: BEGINNING a point at the intersection of Swallow Street with the center line of Wilson Drive; in a northerly direction to the end of Wilson Drive being the northern boundary line of Wilson Drive and the southerly boundary line of lands now or formerly of Judith Ann Heckle.

D. MAPLE STREET BEGINNING at a point located on the north right of way line of Swallow Street in the center line of Maple Street to a point on the south right of way point of Shady Lane.

E. STEWART STREET BEGINNING at a point located at the western edge of Tenth Avenue in the center line of Stewart Street to the eastern edge of Fifth Street.

This ordinance can be viewed in its entirety at any time along with the deed of dedication at the Berlin Municipal building, Monday through Friday during normal business hours from 9 a.m. to 4 p.m.

Fike, Cascio & Boose

Motion by Michael Fogle, seconded by Stephen Custer to approve having the time clock at the maintenance shop to be eliminated with the understanding the shop guys are coming to work and leaving work at the correct times of 7 am to 3 pm. Ayes 7, Nays 0. Motion carried.

House

Brian Black discussed with council members regarding the ramp at the brough building that goes to the kitchen. He is going to get quotes to see what it would cost to fix the mortar in the bricks.

Streets, Sidewalks, Storm Sewers

Berlin Historical Society is requesting to decorate the clock area at the Lower Diamond for the 50 Years of Keeping Berlin History.

Somerset County Community Development Block Grant (CDBG) program the Redevelopment Authority is ready to receive projects requests for consideration for the 2026 CDBG funds. Requests need to be returned by June 5, 2026.

Ordinance No. 214 Providing for the removal of snow and ice on sidewalks, mowing or cutting of grass, weeds and vegetation, the trimming of trees and the collection and storage of garbage and refuse within the Borough of Berlin is being created into two different ordinances one for the snow and anti-skid off the sidewalks and one for the grass and vegetation. Draft ordinances have been presented to council to review and make any changes so at the next meeting a motion to approve of advertising the new ordinance.

Electric & Equipment

The Annual Conference of the Pennsylvania Municipal Electric Association on September 9-11, 2026, at the Omni Bedford Springs Resort, Bedford PA is requesting all reservations be made before August 7, 2026.

Fire & Police

Police Coverage hours:

March 29 – April 4

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

PT hrs = 18 (M. Logsdon 0, T. Collins 18)

April 5 - April 11

FT hrs = 80 (W. Gonzalez 40, C. Fann 40)

PT hrs = 40 (M. Logsdon 10, T. Collins 30)

April 12 – April 18

FT hrs = 80 (W. Gonzalez 40, C. Fann 40)

PT hrs = 47 (M. Logsdon 8, T. Collins 34 = 5 hours task force)

April 19 – April 25

FT hrs = 80 (W. Gonzalez 40, C. Fann 40)

PT hrs = 24 (M. Logsdon 8, T. Collins 16)

April 26 – May 2

FT hrs = 80 (W. Gonzalez 40, C. Fann 40)

PT hrs = 20 (M. Logsdon 0, T. Collins 16 = 4 hours task force)

Other Information

The Somerset County Boroughs Association Dinner Meeting is Thursday May 21, 2026, at The American Legion in Berlin, PA.

Motion by Stephen Custer, seconded by James Broderick to approve the donation to the Berlin Community Grove Fireworks Fund Committee for the 2026 July Fourth display in the amount of \$1,000.00. Ayes 7, Nays 0. Motion carried.

Somerset County Child Advocacy Center sent a newsletter saying April is National Child Abuse Prevention Month. The newsletter talks about how child abuse is preventable. The 3rd annual Every Child Matters Event is a community wide event scheduled for July 11, 2026. Any further information please contact Sara Buterbaugh, LSW the director of the Somerset County Child Advocacy Center at 824-445-1628.

Municipal Monthly Report/Permits Issued was given to the council.

Municipal Authority Update

None.

Executive Session

At 6:40 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 6:51 P.M. John Harding made the motion, seconded by James Broderick, to have the council reconvened the regular meeting. Ayes 7, Nays 0. Motion carried.

Motion by James Broderick, seconded by Brian Black to approve and advertise Thursday July 2, 2026, meeting to be rescheduled to Thursday July 9, 2026, at 4:30 pm in the Borough office at 700 North Street, Berlin, PA. Ayes 6, Nays 1. Motion carried.

Motion by John Harding, seconded by Clifford Horner to approve the hiring of Addison Bush of Berlin PA as Part -Time Crossing Guard at an hourly rate of \$25.00, effective May 7, 2026, upon completion of all pre-employment testing and requirements. Ayes 7, Nays 0. Motion carried.

Due to the rising costs of postage, the monthly utility bills are going to go to E-Billing (electronic billing). The bills will be sent via email allowing customers to pay immediately using credit cards, ACH or coming into the office. Common synonyms include online billing and paperless billing. A letter will be mailed to all residents.

Payment options: The Borough offers an automatic draft from your checking or saving account to make payment to your utility account. A form will need to be completed, and the Borough will draft your account on the 25th of each month to pay your utility bill. Please contact the Borough office to sign up for this service.

Berlin Borough Customer Portal: The customer portal provides you with the opportunity to access your account information and activity. You pay your bill through the portal. To sign up for this go to <https://berlinboro.authoritypay.com>. You will need your account number and your CID number which are on your utility bill.

The utility bill be emailed, and you may choose to bring the bill into the Borough office to pay in person or drop off in the drop-off box outside the Borough office door.

Adjournment

At 6:53 P.M. a motion was made by Stephen Custer, seconded by Brian Black, to adjourn this meeting. Ayes 7, Nays 0. Motion carried.

Traci Horning

Submitted By: Traci Horning, Executive Secretary