Borough of Berlin
700 North Street
Berlin, PA 15530

Council Meeting of the Whole

September 15, 2022 – 4:00 P.M.

Approved and Official Minutes

The meeting was called to order by President Charles Rhodes

Pledge of Allegiance to the American Flag was quoted.

Council Attending:
Charles Rhodes – Present
Michael Lottig – Present
Clifford Horner – Present
John Harding – Absent
Marshal Engleka – Present
Stephen Custer – Present
Thomas Fisher – Absent
Mayor Joseph Krause - Absent

Others Attending – Traci Horning, Executive Borough Secretary and Kevin Yoder, Appalachian Engineering Group.

Kevin Yoder, Appalachian Engineering Group presented an update regarding issues that have not been resolved with M&B Services, LLC with the Cumberland Street and Main Street sidewalk project and CriLon Corporation with the Phase 1 Main Street sidewalk and curb project.

Motion by Michael Lottig, seconded by Stephen Custer, to approve the September 1, 2022, Regular Meeting minutes. Ayes 5, Nays 0. Motion carried.

Park and Planning
The clock on the Diamond has been working well.

Garbage
Council requested to set a date for the review of the garbage ordinance.

Personnel and Finance
Motion by Michael Lottig, seconded by Clifford Horner to approve the Treasurer's Report for August 31, 2022. Ayes 5, Nays 0. Motion carried.

A request was made to discuss the part-time help in the borough office due to current employee reaching retirement age. Council has request to get job descriptions for the current position.

House

There was a House Meeting on September 12, 2022 with Brad Flick, Fire Department, Julie Leydig and Teresa Black of the Auxiliary, Thomas Fisher, Steve Custer and Marshall Engleka, Council Members and Traci Horning, Executive Secretary to discuss issues with the Borough Building.

Two holly berry bushes in front of the Borough Building that has been requested to be trimmed back and the decision has been made to cut the holly bushes down.

Three windows need replaced in the Borough Building and the decision was made to gets some quotes to replace the windows.

Motion by Stephen Custer, seconded by Michael Lottig to raise the fee to rent the Community Hall to $150 with a deposit of $100 for one day with no limit of hours, effective January 1, 2023. Ayes 5, Nays 0. Motion carried.

Discussion to purchase a projector to use in the Community Hall. Stephen Custer is to get quotes on a projector.

A request has been made to silent the fire whistle during the hours of 12:00 AM to 6:00 am. Council had a discussion and has decided to find out what the cost would be and how the whistle would be made silent during those hours before making a final decision.

Fire & Police

Police Coverage hours:

August 28 – September 2 FT hrs = 40, PT hrs = 6 (K.Huzsek, M.Craig 6)
September 4 – September 10 FT hrs = 40, PT hrs = 4.5 (K.Huzsek, M.Craig 4.5)

Barry Barron the full-time police officer is starting Monday September 19, 2022.

Discussion regarding the traffic speed on Meyers Road to Fairview Road. Two stop signs were placed at the intersection of Fairview Road and High Street. Might want to look into putting one at the intersection of Meyers Road and High Street to slow down the traffic from Meyers Road to Fairview Road.

On Sunday there is a vehicle that is parking along main street on the sidewalk at Wearhouse Sale. That section of sidewalk has been done and there is concern to the sidewalk being damaged.

Streets, Sidewalks, Storm Sewers
Crosswalk lines at the intersection of Cumberland Street and Main Street should be painted due to not having a crossing guard there. Apple Alley does not need to have cross walk lines painted.

Electric & Equipment
Motion by Michael Lottig, seconded by Stephen Custer to purchase a new carriage and fork tines for the high lift in the amount of $4,675. Ayes 5, Nays 0. Motion carried.

Skid Steer tracker quotes were presented to Council from Bobcat of Johnstown in the amount of $58,515.69, West Central Equipment John Deere in the amount of $64,467 and Cleveland Brothers Caterpillar in the amount of $80,400.

Inquiring with Penelec regarding permission to attached to their existing fence and place a fence around the area needed to keep the public out. Penelec right of way has no issue with tying off their fence. Waiting on a call back from the substation department for verification of approval.

Other Information
Cheryl Hay from the Bethlehem Committee requested to hang a banner saying "Welcome to Bethlehem" in the front of the Borough Building for two weeks beginning after Thanksgiving. Council has no issue of the banner to be hung.

Municipal Authority Update
Update: Waterline have been connected to the new line. Paving has begun on Stadium Street. Manhole at 1407 Main Street is being checked/inspected every week for the start of blockage. Currently there are three manholes that are being checked/inspected weekly for water flow.

Executive Session
None

Adjournment
At 5:30 P. M. a motion was made by Michael Lottig, seconded by Stephen Custer to adjourn this meeting. Ayes 5, Nays 0. Motion carried.

Submitted By: Traci Horning, Executive Secretary