APPROVED AND OFFICIAL MINUTES OF THE BERLIN BOROUGH COUNCIL MEETING OF THE WHOLE

February 20, 2020 - 4:00 p.m.

1. The President calls the meeting to order.
2. Pledge of Allegiance to the American Flag.

ROLL CALL

Charles E. Rhodes	***Present***
Clifford E. Horner	***Present***
John F. Harding, Jr.	***Absent***
Michael A. Lottig	***Present***
Stephen E. Custer	***Present***
Thomas L. Fisher	***Absent***
Thomas W. Jones	***Present***
Mayor Joseph Krause	***Absent***

Also, in attendance is Thomas E. Glessner, Executive Borough Secretary and ***Present***
Jr. Council Member – Josh Bonadio. ***Present***

Members of the public: **Please sign the Guest Registry:**

The following have asked to address the Council:

Executive Session proposed time. _____

President's Report

Census 2020 – April 1, 2020 is Census Day please ask everyone to participate.
Statement of Financial Interest – required for Elected Officials.
Somerset County Boroughs Association Dinner Thursday March 19, 2020, at the Coal Miners Café, the cost is $17.00 per person. Please RSVP by Friday March 13, 2020.
Council members we are still in need to fill the 2 vacant positions for auditors.
National Memorial Trail Alliance, fundraising bike ride – scheduled for September 12, 2020.
SCBA – dinner Charles, Tom – YES Steak, Cliff - NO
John Beakley name was discussed for auditor position. Steve Custer had not spoken to him yet and Question was posed if both he and his wife could be auditors.

Are there any questions or comments?

Committees:

GARBAGE COMMITTEE – John Harding – (Chair) ***Tom Glessner read***

1. County commissioners have suspended recycling service, effective March 13. Plans are to restructure the services and Tom G has been working with commissioners to investigate some alternatives. The Berlin Borough may continue to keep the building and recycle. The committee will meet to determine future direction.

The building – Charles asked to confirm, bu thought the borough paid for ½ back when. Tom G – Has spoked to Commissioner Dawson about next steps for recycling. Tom G will gather information for the next meeting.

PERSONNEL & FINANCE COMMITTEE – Clifford Horner – (Chair)

1. Signature cards for the bank to be signed.
2. Financial plan and projections to be completed by committee prior to 03/05/2020.
3. Audit preparation is due by March.
4. Contract and Personnel Recommendation/Discussion – Executive Session.
    a. Personnel

~~***Motion by _____ and seconded by _____ to approve additional advertisement for borough positions.***~~

~~***Ayes: ___***~~

~~***Nays: ___ Motion: _____***~~

There are additional applicants that Tom Glessner has been in contact with and will schedule for interviews. Advertisements not necessary at this time.

ELECTRIC & EQUIPMENT COMMITTEE – Mike Lottig – (Chair)

1. Generator Update – The generators operated for 2 hour and 6 minutes in Test Mode and 45 minutes of that time was with load. (exhibit 1)
2. The 2020 projected peak is 2,849 and year to date we have achieved the following between 2573 and 2666 between the month of December and January for future peak shaving.
3. School meeting scheduled for 2/18/2020 – transformer project requirements, timing, and issues to be discussed. (Door replacement, 3 vents, 2 transformers are leaking oil), future inspection during scheduled shutdown.
4. Main Street will require an electric outage (5-7 hrs.) in preparation of revitalization project. To be scheduled in the next couple weeks weather permitting.
5. On February 13th Tom G meet with AMP representative and update on AMP and proposed meter system.
6. The new radio was installed in the Police car on February 13th.
7. The new police car is not equipped with camera system, or vascar and the cost to transfer car 10 camera to car 12 is $1,000 and a new camera system is $5,000. vascar is an additional cost to transfer to car 12.

Motion by Steve Custer and seconded by Cliff Horner to approve Transfer of camera system from car 10 to car 12 for police in the amount of $1000.00.
Ayes: 5
Nays: X ***Motion: Carried***

Tom G. to obtain cost for vascar transfer.

FIRE & POLICE COMMITTEE – Tom Fisher – (Chair)

1. Base station for the fire sirens is scheduled for February 24th in the radio room, a new antenna will be installed on the roof.
2. Police Badge review for committee meeting.
3. Fire Sirens – to be inspected for consistent operation.
4. 2019 school contract will end in March and the new contract will begin.

Steve Custer asked if it is less than $5,000 to not have sirens go off during night hours. The cost to change the fire sirens to not operate during 10pm to 6 am is $1200 for each siren for a total cost of $2,400. Steve said he will contribute toward the cost.
The grant money for the school contract has not been approved yet, it is anticipated to be $30,000 this year.

STREETS, STORM SEWERS & SIDEWALK – Thomas Jones – (Chair)

1. **Cumberland Street Update**.
    a. Darr construction to complete landscaping.
    b. Water Authority portion $27,300 was received.
2. **Columbia Gas project – Phase II** – East Main St. to 12th St.
    a. Prepared for rebuild.
3. **Columbia Gas project - Phase I** - 12th Street to Cassel in front of school
    a. Scoping meeting with PennDOT in Hollidaysburg on February 7, 2020.
    b. PennDOT suggested submission of our application.
    c. 11th avenue in front of the school entrance review proposed changes (exhibit 2).
    d. Steven Dratter 1101 Main St. – contact to review plan for crosswalk.
    e. Proposed start date of April 2020.
    f. Release agreements required for residents.
4. **Columbia Gas project Phase III** – SR160 Seg0370 Offset 0700 to Seg0380 Offset 2700.
    a. Discussion with PennDOT – confirms Columbia Gas application is all inclusive.
    b. Tom G contacted Columbia Gas and request breaking their application into 2 parts.
    c. Columbia Gas – sidewalk raise to curb and installation of curb requirement unknown.
5. **Diamond street project** — Redevelopment authority funds $244,405.
    a. Scoping meeting with PennDOT in Hollidaysburg on February 7, 2020.
    b. AEG initiated Survey and Application process, permit to be prepared prior to the Main St. project, bike lane to be determined.
    c. PennDOT approved the use of funds for the adjoining side of the lower diamond and Chris Hull agreed with the majority of the plan, but lighting could not be separated.
6. **Main Street Revitalization**.
    a. AEG to update diamond St effect on Main Street project.
    b. Streets committee to review application and Diamond Street direction.
    c. Streets committee to review PennDOT approved poles for approval by council.
    d. Roger Clarke request for heated sidewalk was denied from PennDOT.
    e. Carol Clarke – requested traffic light installed at the lower diamond.
7. **Dale Werner Variance request**-194 West Main St. to build a garage
    a. Jason Huston submitted proposal for street variance and property variance of 10ft from Powell's property line. Solicitor sent proposal to Boose – Powell's attorney.
8. **Ruth Saylor – Driveway installation request 824 Maple St.**
    a. The builder would like to install cement driveway to the road across utility ROW.

The 11th avenue entrance at the school is a proposed change with your packet. We need to determine if it will be approved by PennDOT.

HOUSE COMMITTEE – Stephen Custer – (Chair)

1. Committee meeting discussed the proposed Comcast cost comparison and direction.
    a. 4-6 months to complete line installation for the Sewer Plant.
2. Comcast to install additional transfer box across the street at the Borough building.

Comcast had some outage and requested a splitter box be installed on our pole across the street to break up the service area. They will put an additional power box

Executive Session

There are contractual and personnel matters that Council needs to discuss privately.

Motion by Mike Lottig and seconded by Tom Jones to recess to executive session.
Ayes: 5
Nays: X ***Motion: Carried***

At ***4:37 P.M.*** 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 or 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.

Motion by Mike Lottig and seconded by Cliff Horner to reconvene the regular meeting.
Ayes: 5
Nays: X ***Motion: Carried***

At ***4:47 P.M.***, the council reconvened the regular meeting.

Motion by Steve Custer and seconded by Mike Lottig to adjourn this Meeting of the Berlin Borough Council at 4:50 P.M. P.M.
Ayes: 5
Nays: X ***Motion: Carried***

Note: The next regular meeting of the Berlin Borough Council is scheduled for Monday March 5, 2020. The next scheduled meeting of the Berlin Borough Council Committee of the Whole is scheduled for Thursday March 19, 2020 at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.

No Auditor was appointed at this meeting.

~~**APPOINTMENT OF AUDITORS:**~~

~~**BOROUGH OF BERLIN RESOLUTION NO. 02202020-01**~~

~~WHEREAS, two vacancies exist in the position of Borough Auditor for the Borough of Berlin because no one was elected to these positions during the past municipal election; and~~

~~WHEREAS, the Pennsylvania Borough Code provides that the Borough Council shall appoint a registered elector of the Borough as a Borough Auditor when a vacancy exists in that position.~~

~~NOW, THEREFORE, Be It Resolved, and it is hereby resolved that the Borough Council of the Borough of Berlin appoints _____ and _____ as Borough Auditors for the Borough of Berlin to serve in that capacity as the law provides.~~

~~***Motion by _____ and seconded by _____ to adopt Resolution No. 02202020-01 appointing _____, and _____, as two additional borough auditors with terms expiring on December 31, 2020.***~~

~~**ROLL CALL** ***(Secretary Glessner will call the roll)***~~
~~_____ Charles E. Rhodes~~
~~_____ Clifford E. Horner~~
~~_____ John Harding, Jr.~~
~~_____ Michael A. Lottig~~
~~_____ Stephen E. Custer~~

~~Thomas L. Fisher~~
~~Thomas W. Jones~~
~~*Ayes*~~
~~*Nays* *Motion*~~