APPROVED AND OFFICIAL MINUTES
OF THE BERLIN BOROUGH COUNCIL MEETING
February 6, 2020 - 7:00 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.	***Present***
Michael A. Lottig	***Present***
Stephen E. Custer	***Present***
Thomas L. Fisher	***Present***
Thomas W. Jones	***Present***
Mayor Joseph Krause	***Present***

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

Members of the public: **Please sign the Guest Registry:**
The following have asked to address the Council:
Richard Buck – US Census Bureau
Presentation on Census information and the importance
Richard buck is from the Phili region includes 6 counties. It is 55 days away until April 1, 20. The census will be taken on-line or by phone. The information can't be shared. Current 18 House of representatives
There is 675 Billion dollars – shared by residents which represents $2,093 per person per year.
Send Lori Gindlesperger and Dr. Reeder letter for Census.
Write your own letter?? – Tom F
Liquid fuels is also affected by census information Road distance & the # of people.
3/12 there will be an invitation in mail to participate in the area.
Recruiting Roster
Send to all stores & get questionnaire Tom Fisher offered

Executive Session proposed time. _____

Approval of Minutes:
Minutes of the January 6, 2020 Reorganization Meeting of the Berlin Borough Council were forwarded for review with the Council meeting packets. *(Exhibit 1)*
Motion by John Harding and seconded by Mike Lottig to approve and accept the minutes of the Reorganization Meeting of the Berlin Borough Council held at 7:00 P.M. and dated January 6, 2020.
Ayes: 7
Nays: 0 Motion: **Carried**

Minutes of the January 6, 2020 Regular Borough Council Meeting were forwarded for review with the Council meeting packets. *(Exhibit 2)*
Motion by John Harding and seconded by Cliff Horner to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council held at 7:00 P.M. and dated January 6, 2020.
Ayes: 7
Nays: 0 Motion: **Carried**

Minutes of the January 16, 2020 Committee of the Whole meeting of the Berlin Borough Council were forwarded for review with the Council meeting packets. *(Exhibit 3)*
Motion by Mike Lottig and seconded by Cliff Horner to approve and accept the minutes of Berlin Borough Council Committee of the Whole Meeting held at 4:00 P.M. dated January 16, 2020.
Ayes: 7
Nays: 0 Motion: **Carried**

President's Report

Census 2020 – April 1, 2020 is Census Day.
CCIS Activity Report – CCIS report for January 2020. (Exhibit 4)
Property Maintenance & Building Code Complaints –
Randy Probst – 130 Movilla – landlord requested to turn off electric, in discussion.
Council Members are reminded to complete their "Statement of Financial Condition"
Berlin Council awarded "Friend of the Fire Hall" at the Firemen's dinner on January 25th.
Auditors position – Terry Dephillips has agreed to accept the position.

APPOINTMENT OF AUDITORS:

BOROUGH OF BERLIN RESOLUTION NO. 02062020-01

WHEREAS, **three** 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 ***Terry Dephillips*** and _____and_____ as Borough Auditors for the Borough of Berlin to serve in that capacity as the law provides.

Motion by Tom Jones and seconded by Mike Lottig to adopt Resolution No. 02062020-01 appointing Terry Dephillips as borough auditor with terms expiring on December 31, 2020.

ROLL CALL *(Secretary Glessner will call the roll)*
Y___ Charles E. Rhodes
Y __Clifford E. Horner
Y __John Harding, Jr.
Y __Michael A. Lottig
Y __Stephen E. Custer
Y __Thomas L. Fisher
Y __Thomas W. Jones
Ayes: 7
Nays: 0 Motion: **Carried**

Police Report: - Mayor Joseph G. Krause

January 1 through January 31, 2020:

Calls dispatched: 90
Investigations: 18 Open 0 Closed 18
Traffic Stops: 4 Warnings 4 Citations 0
Parking tickets: 1
Borough Ordinance Violations: 0
Non-Traffic citations: 0
Criminal arrests: 1

Motion by Cliff Horner and seconded by Tom Fisher to approve and accept the Police Report as presented.
Ayes: 7
Nays: 0 Motion: Carried

Are there any questions or comments?

Committees:

GARBAGE COMMITTEE – John Harding – (Chair)

1. Tires and TV's placed at dumpsters – issues to be addressed by the Mayor, with notices, letters, and citations.
2. Kyle Courtney -610 Washington Street – Advanced Disposal has set a 4yrd dumpster to remove demo material.

PERSONNEL & FINANCE COMMITTEE – Clifford Horner – (Chair)

1. Signature authority for bank accounts at Somerset Trust - officers not required.

Council agreed to make the changes for signature.

2. Property Maintenance Complaints & Right to Know Law Requests Cost Summary:
    a. There were zero RTK requests and one Property Maintenance Complaint received.
3. Treasurer's Report and Bills: – The reports for January 2020 have been included in the Council Meeting Packets (Exhibit 5,6).
4. CD rates are still less than current savings account.
5. Committee meeting held on February 3 – Attending was Cliff, Mike, and Tom G.
    a. Interviewed applicants for borough positions.
    b. Reviewed prior year financial activity from 2014-2019 with fund balances, and list of the major purchase and spending. (Exhibit 7 return)
6. Executive Session – required for Contract and Personnel Recommendation/Discussion.

Are there any questions or comments?

Motion by John Harding and seconded by Mike Lottig to approve the bills and Treasurer's Report as specified for January 2020 on Exhibit 5 & 6.
Ayes: 7
Nays: 0 Motion: Carried

After the executive session the following motion was placed.

Motion by John Harding and seconded by Steve Custer to approve and hire Michael Baer for the position of laborer for the Berlin Borough.
Ayes: 7
Nays: 0 Motion: Carried

FIRE & POLICE COMMITTEE – Tom Fisher – (Chair)

1. Fire Sirens – were installed by the end of January, the one at Eastend needs rewired. ***There was a coil replaced in the unit on the East end.***
2. Base station and antenna installation in the radio room scheduled Centre Communications.
3. Gerry Perry, Brad Flick and Bill Miller agreed to no time variation on the sirens. ***Steve Custer said he would donate his council pay toward stopping the sirens from 10pm to 6am from blowing.***
4. State awarded BVF - $13,289.53 and Berlin Area Ambulance -$9,192.44 as part of a grant from the Office of State Fire Commissioners on January 21, 2020.
5. Police have proposed new badge design for consideration. ***Tom Fisher to setup meeting.***

ELECTRIC & EQUIPMENT COMMITTEE – Mike Lottig – (Chair)

Generator Update – The generators report unavailable at this time (exhibit 7)

1. AMP update-AFEC Unit 1 electrical generator forced outage on January 1 will be inoperable until March 11, 2020 when extensive repairs and reassembly is complete.
2. AMP provided the 2019 Berlin Power usage which reflected a 0.5% decrease from 2018 actual usage. Based on the Peak demands from prior years and the positive weather for 2020 usage may be less during January and February. (Exhibit 8)
3. PowerSecure has tested DEF fluid and requested quotes for removal from generator tanks, future limitations set at 50% level.
4. Police car has been received and is in use.
5. The Motorola Radio is scheduled to ship to Team Force for installation.
6. AMP representative planned visit on ~~January~~ 13th. ***February correct date.***
7. Berlin School has contracted East Hills engineering to review the current transformers and time for replacement and discussion with the borough to supply PAD mount transformer. In addition, the current door and security of the room and limited accessibility.
8. Release agreement received from property owner-804 Main St. to replace pole near sidewalk.
9. Release agreement for removal of tree at 806 Main St. due to change in electric lines.

HOUSE COMMITTEE – Stephen Custer – (Chair)

1. Committee scheduled meeting for February 5th.
2. Flagpole installation is marked and to be installed weather permitting.
3. Verizon service and costs documented and compared to Comcast service for cost savings. ***Tom J and Steve Custer reviewed services and proposed savings of $800 month. Tom G – said he didn't think the savings were that high and hold contract to review. Steve Custer presented contract amount of 300-600 and savings of $74 per month. Steve questioned Is it worth it.***
4. PennDOT Meeting that took place on January 29th – presented a 14-day detour through Berlin due to a bridge replacement on route 31 in 2021. (exhibit 9)
5. NSA – has issued a critical advisory notice impacting Microsoft Windows 10 and Windows Server 2019, and applications that rely on Windows. We have confirmed our software is updated and secure. (exhibit 10)

Motion by Steve Custer and seconded by Tom Jones to switch from Verizon to Comcast services, per contracts presented.
Ayes: 7
Nays: 0 Motion: **Carried**

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

Cumberland Street Update.

a. Darr Construction to finish landscaping work along sidewalk weather permitting.

b. Water Authority approved and have been invoiced $27,300 to be approved.

2. **East Main St – Columbia Gas project– Phase II** - Requested potential start date.
3. **East Main St – Columbia Gas project – Phase I** -12th Avenue to Cassel in front of school.
   a. Columbia Gas notified Tom G that their permit submitted to PennDOT was included in a larger permit request that includes Cumberland St and 10th Avenue.
   b. Scoping meeting scheduled for February 7 in Hollidaysburg.
   c. School reviewed proposed 11th Avenue entrance and would like to present to the school board to gain approval for easement and lighting.
   d. Steve Dratter – agreed to proposed crosswalk with 11th avenue entrance plan.
   e. Permit requested to replace 9 waterlines in this area – PennDOT notified Tom G that depending upon the amount of pavement disturbed they may require complete section to be paved, not in the agreement with the Water Authority. Direction required?
4. **Diamond street project** — CDBG funds project.
   a. Committee Meeting 01/30/2020 –AEG, Tom Jones, Cliff Horner and Tom Glessner reviewed proposed plans and direction for the meeting.
   b. Scoping meeting scheduled for February 7 in Hollidaysburg.
   c. Meeting with the County Commissioners on January 29th, we discussed the timing and requirements for this project and demands from PennDOT. Commissioners were meeting with PennDOT on February 3rd and will discuss this project.
   d. AEG initiated survey and planning for this project plan to be completed for it to be bid in concurrence with the Main St. project.
5. **Main Street Revitalization**.
   a. The project is 85% complete and proposed dates have been requested for bidding.
   b. Tree cutting on Main Street – completed by borough Employees.
   c. 5 of the 6 poles have been replaced and electric lines are being transferred to new poles in preparation of the project.
   d. Lights from American Gas have now been approved, but different poles are required from an approved PennDOT vendor.
   e. The antique light in front of the Lutheran Church needs to be addressed within the project.
   f. Sidewalk thickness in front of the Church and Luther House.
6. **Columbia Gas project Phase III –** Project includes Cumberland street to 10th avenue and additional 10th avenue sections.
   a. Columbia Gas plan is to put back as is, without curb or raising of Sidewalks.
   b. PennDOT will determine if they will approve separation of permit to accommodate Phase II project for the borough.
7. **Dale Werner Variance request** – New plans submitted requesting 10 ft. from Powell's property line but still requests variance to the street, which was sent to Solicitor to contact and present to Powell's attorney.
8. **Valley Road** – Municipal Authority request repairs to the road for ease in accessibility.
   a. Shale the road – initiated on 2/5/2020.

Main St. water lines from 11th to 12th avenue replacement. Based on amount of roadway disturbed may require additional paving on one side.
Tom to get estimate for milling and paving if required.
NPL to do their portion of street paving out white horse road.
Mike Lottig and Tom Fisher discussion to continue over Powell's
Valley Road - Continue to repair the road.
Charles suggested contacting terry Tallion from Somerset Soil Conservation regarding the repair and possible replacement of the road.

Snyder's – Bob Heyman in charge
Other items for discussion

Mark Kaserko – possible applicant
Tom Jones – said Historical society is sending 3 people to school

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: 7
Nays: 0 Motion: **Carried**

At 7:47 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 John Harding to reconvene the regular meeting.
Ayes: 7
Nays: 0 Motion: **Carried**

At *7:55 P.M.*, the council reconvened the regular meeting.

Motion by Steve Custer and seconded by John Harding to adjourn this Meeting of the Berlin Borough Council at 8:45 P.M.
Ayes: __
Nays: __ *Motion: _____*

Note:
The next regular meeting of the Berlin Borough Council is scheduled for Thursday, March 5th, 2020 at 7:00 p.m. The next scheduled meeting of the Berlin Borough Council Committee of the Whole is scheduled for Thursday, February 20, 2020 at 4:00 p.m., at the Berlin Borough Council Conference/Meeting Room, 700 North Street, Berlin, Pennsylvania.