APPROVED AND OFFICIAL MINUTES OF THE BERLIN BOROUGH COUNCIL MEETING

March 5, 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.	***Absent***
Michael A. Lottig	***Absent***
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, Jr. Council Member – Josh Bonadio.

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

The following have asked to address the Council:

We have a Boy Scout attending tonight. ***Matt Foor***

Executive Session proposed time. _____

Approval of Minutes:

Minutes of the February 6, 2020 Regular Borough Council Meeting were forwarded for review with the Council meeting packets. *(Exhibit 1)*

Motion by Cliff Horner and seconded by Tom Fisher to approve and accept the minutes of the Regular Meeting of the Berlin Borough Council held at 7:00 P.M. and dated February 6, 2020.
Ayes: 5
Nays: ___ Motion: CARRIED

Minutes of the February 20, 2020 Committee of the Whole meeting of the Berlin Borough Council were forwarded for review with the Council meeting packets. *(Exhibit 2)*

Motion by Steve Custer 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 February 20, 2020.
Ayes: 5
Nays: ___ Motion: CARRIED

President's Report

Census 2020 – April 1, 2020 is Census Day.
CCIS Activity Report – CCIS report for February 2020. (Exhibit 3)
Property Maintenance & Building Code Complaints –
Susan Bracken – citation for front porch not repaired.
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.
Newsletter is being prepared topics and information requested from Council members.
Council members are reminded to complete their "Statement of Financial Condition"
Council members we are still in need to fill the 2 vacant positions for auditors.

Police Report: - Mayor Joseph G. Krause

February 1 through February 29, 2020:
Calls dispatched: 100
Investigations: 16 Open 4 Closed 14
Traffic Stops: 11 Warnings 9 Citations 2
Parking tickets: 2
Borough Ordinance Violations: 1 Pending
Non-Traffic citations: 0
Criminal arrests: 1

Motion by Tom Fisher and seconded by Steve Custer to approve and accept the Police Report as presented.
Ayes: 5
Nays: ___ ***Motion: CARRIED***

Are there any questions or comments?

Committees:

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

1. Residents of McDonaldton have requested service for Garbage.
2. Recycling for Somerset county will be discontinued effective March 13, 2020.
3. The recycle building can be used for other purposes, if recycling is discontinued.
4. Tom G. has spoken with Commissioner Dawson and Brad Zerfoss from the planning commission regarding the possibility of Berlin continuing recycling within the Borough, until the county can establish a new program. Tom has also contacted Cantor Recycling, Ridge Recycling, and Bradish Recycling as well as Jennerstown Borough and understands a few other Boroughs are interested in continuing service. ***Hold until we have more information and after the Boroughs Association dinner.***
5. Cleanup day proposed dates – May 14th and October 22nd. ***This is a Thursday and is approved.***

PERSONNEL & FINANCE COMMITTEE – Clifford Horner – (Chair)

1. Resolution #03052020-01 required for change in signers at Somerset Trust. (exhibit 4) ***This resolution removes Tom Fisher as a signer and adds Mike Lottig.***
2. Property Maintenance Complaints & Right to Know Law Requests Cost Summary:
   a. There were zero RTK requests and zero Property Maintenance Complaint received.
3. Treasurer's Report and Bills: – The reports for February 2020 have been included in the Council Meeting Packets (Exhibit 5,6).
4. Financial projections – working on anticipated spending for the upcoming year.

5. Committee meeting held on February 24 and 26 – Attending was Cliff, Mike, and Tom G.
    a. Interviewed applicants for borough positions.
6. Executive Session – required for Contract and Personnel Recommendation/Discussion.

Are there any questions or comments?

Motion by Tom Fisher and seconded by Cliff Horner to approve the bills and Treasurer's Report as specified for February 2020 on Exhibit 5 & 6.
Ayes: 5
Nays: ___ Motion: CARRIED

Motion by Tom Jones and seconded by Tom Fisher to approve the hiring of Curtis Russo.
Ayes: 5
Nays: ___ Motion: CARRIED

FIRE & POLICE COMMITTEE – Tom Fisher – (Chair)

1. Base station and antenna installation in the radio room completed on February 24, 2020.
2. Siren weather warning to be reprogrammed to extend time period. ***Kevin from Centre communication has been notified to make the change.***
3. Gerry Perry and Brad Flick to document procedures for base station usage and accessibility.
4. 2019 school contract will end in March and the new contract will begin. The school has been awarded $30,000 grant for continuation of SRO program. ***The contract amount was at $25,000 for the prior year.***
5. Police have ordered badges with new design.

ELECTRIC & EQUIP. COMMITTEE - Mike Lottig – (Chair) *Tom G. Read*

Generator Update – The generators report unavailable at this time.

1. PowerSecure received warnings relating to DEF fluid levels on February 25th and was on site to reset alarms and check system. PowerSecure confirmed Berlin Oil drained tanks, without authorization from PowerSecure. PowerSecure is investigating cost and breakdown in communication as PowerSecure only requested a quote.
2. AMP - AFEC Unit 1 electrical generator forced outage on January 1 for required repairs and is scheduled to be operable this month.
3. AMP representative to present updated proposed for meter system and replacement.
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. Berlin School is moving forward with quotes for new door, signage, and interior louvers for the transformer room. The addition of cameras and smoke alarms were discussed with the school on 3/3.
6. Transformer inspection requires scheduled outage with the school, and independent inspection should be performed for the borough regarding the transformer replacement. The borough should request certificate of insurance from the school and release of liability.
7. Release agreement for removal of tree at 806 Main St. due to change in electric line location.
8. Release agreement required from property owner-810 Main St. to replace pole near sidewalk.
9. Camera transfer cost reduced to $425 originally council approved $1,000 on 02/20/20.

HOUSE COMMITTEE – Stephen Custer – (Chair)

1. Comcast installation scheduled for Borough Building and Police Office March 10th.
2. Dan Saylor will be on site to verify phone system operation.
3. Flagpole installation is marked and to be installed weather permitting.
4. Costars contract for 2019 Salt was 110 ton and 92.7 tons were received, balance of contract is not required, the 2020 contract for salt is set for 110 ton.

5. Electronic recycling – last year residents requested date for spring and fall confirm with JVS proposed dates of May 16th and October 24th. ***Both dates were approved.***

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

Committee meeting on March 2nd, John Harding, Cliff Horner, Tom Jones, Tom G. and Chadd Sines from AEG.

1. **Cumberland Street Update**
   a. Darr Construction to finish landscaping work along sidewalk weather permitting.
2. **East Main St – Columbia Gas project– Phase II –**
   a. MandB Construction has communicated a proposed start date of late March weather permitting.
   b. Columbia Gas agreement for sidewalk – the borough received payment in the amount of $73,999.04.
3. **East Main St – Columbia Gas project – Phase I** -12th Ave to Cassel. ***Tom Jones handout of the drawing provided by AEG regarding the corrected entrance at the school.***
   a. Based on input from PennDOT at our February 7th meeting in Hollidaysburg the committee recommends changing the 11th avenue entrance to the school. This will eliminate potential delays from PennDOT and added cost savings for the borough. By moving the crosswalk back to the street this will not affect the Dratter property. Meeting on March 3rd with Dr. Reeder and presenting the changes were favorable, if approved by council it can be presented to the school board for approval.
   b. Agreement for the school easement for electricity and sidewalk required. ***The school property will have lights moved back on school property. The comment was made that the sidewalk would continue back to the wall near Cassell St. And Tom Jones stated the Steps to the school could be replaced. It was questioned at the school board meeting.***
   c. AEG is working on finalizing the application and expects to submit to PennDOT early next week.
   d. AEG suggests bidding this project before permit is received.
   e. Steve Dratter – must be contacted regarding the proposed changes.
   f. Permit received to replace 9 waterlines – borough can begin replacement.
4. **Diamond street project** — CDBG funds project.
   a. AEG presented initial drawings and plans to committee on March 2nd, review of the width of street and discussion regarding the lack of space for bike lanes. Based on street width 23 ft – there should be no street parking. Currently only 1 sign across from Clarke's designates no street parking.
   b. Scoping meeting with PennDOT addressed parking issues and access at multiple locations along the street.
   c. Plan is for this project to be completed for it to be bid prior to or in concurrence with the Main St. project.
   d. Redevelopment authority is working on clearances up to 30 days to complete.
   e. The 911 bike trail is currently projected to continue through Diamond Street.
   f. Resident raised the possibility that raised aggregate be used for sidewalk.
5. **Main Street Revitalization**.
   a. The project is 85% complete and project has been submitted for QA/QC review and for Constructability Review proposed dates have been requested for bidding.
   b. Decorative Holophane light pole – select from 5 samples Salem, Burlington, Oslow, Plymouth, and Chesapeake presented to council for review and approval.
   c. Lights from American Gas have now been approved to be supplied by the borough.
   d. 1 of the 6 electric poles still to be replaced at upper diamond for the project.
   e. Proposed submittal includes bike lanes on both sides from lower to upper diamond.

f. The antique light in front of the Lutheran Church to be considered within the project.
g. Sidewalk thickness in front of the Church and Luther House is 6" thick curb is 2-3" high and slope is to the street, AEG to determine if any sidewalk can be preserved.
h. Historical society has voiced concerns regarding sidewalk construction near Vine.

6. **Columbia Gas project Phase III** – Cumberland street to 10th avenue.
   a. Columbia Gas application is under review at PennDOT.
   b. Current plan is to put back as is, without curb or raising of Sidewalks.
7. **Dale Werner Variance request** – New plans submitted requesting 10 ft. from Powell's property line requests variance to the street, Solicitor presented to Powell's attorney, negative response from Powell's.
8. **Sediment removal** – Clear sediment ditch to prevent backup on shady lane.

The 911 trail was discussed and the changes that were proposed as it was to go up station hill which is steep. Tom Fisher said that parking on that street is also an issue as it is narrow streets.
Tom Jones presented the topic of a light at the lower diamond, now that the trail is going that way. The council agreed that would not be a good idea and a topic not for the project. Tom Fisher brought up that the Rails to Trails was to be based on High Street. And we should continue with the project. Columbia Gas is working on permitting from Cumberland St to 10th avenue and Tom Fisher asked if the borough had committed any money into this project. Which Tom G answered not at this time and Tom Jones said maybe we should once we see Columbia Gas issues.
The current plan for Main St revitalization was to review a pole that was similar to those used in the west main 'St project. The Plymouth was selected as the pole – fluted. What is the cost? Hold
Tom G explained the cost was in the 1.2 and Steve Spochart should look at this topic. The Concrete in front of the Luther church and Luther house is 6" thick and they want to maintain that thickness.
The historical society is concerned about the sidewalk at pius springs and doesn't want it touched.
Tom Fisher said he would talk to Suder.

Motion by Steve Custer and seconded by Tom Fisher to approve the drawings along the school bike lanes on north and south side of Main St. between upper and lower diamonds.
Ayes: 5
Nays: ___ ***Motion: CARRIED***

~~***Motion by _____ and seconded by _____ to approve bike lanes on north and south side of Main St. between upper and lower diamonds.***~~
~~*Ayes: __*~~
~~*Nays: __* ***Motion: _____***~~

~~***Motion by _____ and seconded by _____ to select and approve PennDOT approved light pole type Plymouth from Holophane for use on Main St. between upper and lower diamonds.***~~ ***Hold for Price***
~~*Ayes: __*~~
~~*Nays: __* ***Motion: _____***~~

Motion by Cliff Horner and seconded by Tom Jones to approve Mike Fogle to clear sediment from ditches in the amount of $1,100.00.
Ayes: 5
Nays: ___ ***Motion: CARRIED***

Executive Session

There are contractual and personnel matters that Council needs to discuss privately.
Motion by Tom Jones and seconded by Steve Custer to recess to executive session.
Ayes: 5
Nays: ___ ***Motion: CARRIED***

At ***8:44*** 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 Tom Jones and seconded by Tom Fisher to reconvene the regular meeting.
Ayes: 5
Nays: ___ ***Motion: CARRIED***

At ***9:25*** P.M., the council reconvened the regular meeting.

Motion by Steve Custer and seconded by Cliff Horner to adjourn this Meeting of the Berlin Borough Council at 9:35 P.M.
Ayes: 5
Nays: ___ ***Motion: CARRIED***

Note:
The next regular meeting of the Berlin Borough Council is scheduled for Thursday, April 2nd, 2020 at 7:00 p.m. 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.