Borough of Berlin
700 North Street
Berlin, PA 15530

Regular Council Meeting

June 4, 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 –Jeanne Johnson; Lois Caton, Solicitor; Bret Horning and Traci Horning, Executive Borough Secretary.

Motion by James Broderick, seconded by John Harding, to approve May 7, 2026, Regular Council Meeting. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Brian Black, to approve the Mayor and Police Department's Report for May 2026. Ayes 7, Nays 0. Motion carried.

Park and Planning
None.

Garbage
Discussion about recycling glass within the Borough. Stephen is going to reach out to Cap Glass to see what they can offer to the Borough.

Personnel and Finance
Motion by Michael Fogle seconded by Stephen Custer to approve the May 2026 bills. Ayes 7, Nays 0. Motion carried.

Motion by John Harding, seconded by Stephen Custer to approve the Treasurer's Report for April 2026. Ayes 7, Nays 0. Motion carried.

Rita Shaulis submitted her resignation letter as crossing guard effective May 28, 2026.

House

Motion by Brian Black, seconded by John Harding to approve the quote from Roger Clarke of Berlin, PA in the amount of $4,850 to repair the ramp at the Borough Building. Ayes 6, Nays 1. Motion carried.

Streets, Sidewalks, Storm Sewers

Motion by Stephen Custer, seconded by Clifford Horner to approve Ordinance 370 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.

Ayes 6, Nays 0, Abstain 1. Motion carried.

Ordinance No. 213 Regulating the vehicular traffic upon, parking and the use and misuse of the streets and property of Borough of Berlin and providing penalty for the violation thereof. This ordinance was discussed among council and the solicitor for updating.

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. Solicitor presented it to council and discussed the two ordinances. Will present to council at a later meeting after changes have been made.

The Redevelopment Authority of Somerset County has been awarded $1,154,016.00 in Federal Transportation Alternatives Set-Aside (TASA) funding for the Broadway Street Improvement project which is replacing the sidewalks. The Borough of Berlin will work with the Redevelopment Authority through this project.

Motion by Clifford Horner, seconded by Michael Fogle to approve to advertise for the paving of various borough streets. Bids to be received by July 9, 2026, at 4:30 p.m. at the borough office. Ayes 7, Nays 0. Motion carried.

Electric & Equipment
American Municipal Power sent information on Plug-in Solar.

Fire & Police
Police Coverage hours:

May 3 – May 9
FT hrs = 83 (W. Gonzalez 40, C. Fann 43)
PT hrs = 0 (M. Logsdon 0, T. Collins 0)
May 10 - May 16
FT hrs = 83 (W. Gonzalez 40, C. Fann 43)
PT hrs = 8 (M. Logsdon 8, T. Collins 0)
May 17 – May 23
FT hrs = 80 (W. Gonzalez 40, C. Fann 40)
PT hrs = 0 (M. Logsdon 0, T. Collins 0)
May 24– May 30
FT hrs = 80 (W. Gonzalez 40, C. Fann 40)
PT hrs = 0 (M. Logsdon 0, T. Collins 0)

Other Information
Somerset County Planning Commission is offering Uniform Construction Code (UCC) services as well as Ordinance Enforcement. The information was provided to council to review.

Somerset County Municipal Co-Op Association information was provided to council to review.

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

Municipal Monthly Report/Inspections was given to the council.

Municipal Authority Update
None.

Executive Session
At 5:37 P.M., James Broderick made the motion, seconded by John Harding 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 5:54 P.M. Clifford Horner made the motion, seconded by Brian Black, to have the council reconvened the regular meeting. Ayes 7, Nays 0. Motion carried.

Adjournment

At 5:55 P.M. a motion was made by Stephen Custer, seconded by Clifford Horner, to adjourn this meeting. Ayes 7, Nays 0. Motion carried.

Traci Horning

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Submitted By: Traci Horning, Executive Secretary