# Borough of Berlin
# 700 North Street
# Berlin, PA 15530

## Council Regular Meeting

### June 2, 2022 – 7:00 P.M.

## Approved and Official Minutes

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This meeting was called to order by Charles Rhodes, President and the pledge of Allegiance to the American Flag was repeated.

Council Members present were: Charles Rhodes, President; Mike Lottig, Vice President; Cliff Horner, Pres. Pro-tem, Joe Krause, Mayor; Steve Custer; Tom Fisher; Marshal Engleka. Absent was: John Harding

Others attending was: Tim Sprowls, School Resource Officer; Kevin Yoder, Appalachian Engineering Group and Steve Spokart, Redevelopment Authority; Brian Coughenour and Tom Smith, both residents.

Tim Sprowls, SRO, updated the Council on Act 67 of 2019 in regards to School Police Officers, Security Guards and Resource Officers. Tim will become a school employee as of July 1, 2022, as the School Police Officer. In 2023 he will have training costs in the range of $300-$500, which they would like the Borough Council to consider covering those costs.

Kevin Yoder and Steve Spochart spoke about the $1,000,000.00 TASA grant (Federal Highway Funds) in conjunction with the Redevelopment Authority. There is a meeting at the Redevelopment Authority Office on July 21, 2022 @ 9:00 am. This grant will be used to install new sidewalks from10th Ave on both sides of Main Street to Hay Street on the south side and to Cassel Street on the north side.

Also, Kevin Yoder mentioned there could be an issue with the ADA ramp at the corner of Cumberland Street and Main Street. We will wait on the Penndot inspection. Kevin will contact M&B Services.

Brian Coughenour and Tom Smith were here to observe.

Laptop and Office keys were returned to the Borough Office on May 31, 2022 from Thomas Glessner.

Micheal Lottig made a motion to approve the minutes of April 7, 2022, seconded by Steve Custer, Yays: 6, Nays: 0, Motion carried.
Marshal Engleka made a motion to approve the minutes of April 21, 2022, seconded by Tom Fisher, Yays: 6, Nays:0, Motion carried.
Mike Lottig made a motion to approve the minutes of May 5, 2022, seconded by Cliff Horner, Yays: 6, Nays: 0, Motion carried.
Steve Custer made a motion to approve the minutes of May 21, 2022, seconded by Tom Fisher, Yays: 6, Nays: 0, Motion carried.

Mayor's Police Report

Calls dispatched - 55; investigations – 5, open 4, closed 0; traffic stops – 2, warnings 2, citations 0; parking tickets – 0; ordinance violations – 0; criminal arrests – 0.

Mike Lottig made a motion, seconded by Marshal Engleka, to except the Police Report.
Yays: 6, Nays: 0, Motion carried.

Park and Planning

The Clock on the Diamond as stopped working. Bill at East Bay Clock and Light Company is contacting Switzerland about the computer.

Garbage

There was discussion about residents placing garbage cans at the curb that are heavier than 50 lbs. or to large for the work crew to lift into the rear of the garbage truck. It was suggested to contact the residents and to have the Garbage Committee review the ordinance #156 for updating.

Personnel and Finance

Four Candidates were interviewed for the position of Executive Secretary. Two of the candidates will have a second interview with the entire council.

House

Ladies Auxiliary asked if we could get the two sets of double doors painted to the community room. It was suggested to have all the doors on the building looked at to have painted. Ronald Bowers was contacted and we are waiting on a quote.
Borough emails need to be moved to a new hosting service from PSAB. Cindy will contact Gabriel @ PSAB about this and check if they have any suggestions.
The community building sign has cracked in the middle of the marble slab. Cindy was asked to contact Roger Clarke for a quote.

Fire & Police

Police Coverage hours:

May 15-21 FT hrs = 40, PT hrs = 12 (K. Huzsek 7, M. Craig 5)
May 22-29 FT hrs = 40 (24 vacation), PT hrs = 7.5 (K. Huzsek 0, M. Craig 7.5)

Streets, Sidewalks Storm Sewers

The crosswalk on the east side of the lower diamond needs looked at for placement of the crosswalk sign. Decision was made to move the sign to the west side.
Sidewalks on Cumberland to Main, Cumberland to Tenth, North to Main, are complete. The next payment to M&B was approved by Kevin Yoder in the amount of $72,841.53 was received. Tom Fisher made the motion to pay M&B Services $72, 841.53, Seconded by Mike Lottig. Yays: 6, Nays: 0, Motion carried.
The paving plan for 2022 has been prioritized and is waiting for George Spinelli's review.

Electric & Equipment

Two trees that are in the power lines at Main and Cumberland (737 Main) need lowered below the lines or removed entirely. It was discussed to remove both trees. Penndot will not take trees down, but said we can remove them with no permit.

Frank @ M&K Truck Centers provided information on a Garbage truck as well as a Quote. He is also providing a trade-in value for the 1994 Autocar truck and packer. They are a costars member. Mike Lottig is working with M&K Truck Centers on the truck and packer specifications.
Columbia Gas was billed $72, 378.97 for their portion of the sidewalks on Main Street between Cumberland Street and Valley Road.

Other Information

There was some discussion as to how to use the American Rescue Plan fund. It was suggested to use the fund to repair storm drain boxes and/or upgrade the electrical system. This was approved by JoHanna Pro, Regional Director at DCED.
Brett Custer was questioning if the stumps (2) were going to be removed along the South end of Diamond Street. This is in the right of way (50'). They were removed for beautification and it would be nice if the stumps were removed also. It was decided to cut the stump to ground level and use stump rot.

Municipal Authority Update

The water line is installed to Slate Hill Road.

Executive Session

At 8:23 P.M., Mike Lottig made the motion, seconded by Tom Fisher, for the council to adjourn 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. Yays: 6, Nays: 0. Motion carried.

At 9:05 P.M., Mike Lottig made the motion, seconded by Cliff Horner, for the council to reconvened the regular meeting. Yays: 6, Nays: 0. Motion carried.

Steve Custer made the motion, seconded by Marshal Engleka, to permit Selena Foy to open an account in her name for 176 5th Avenue. Yays: 6, Nays 0, Motion carried.

Steve Custer made the motion, seconded by Tom Fisher, to enter into contract with Kevin Yoder, Appalachian Engineering Group, LLC, for $102,750.00 to be our Engineer for the TASA Grant for the Main Street (East) Sidewalk Project. Yays:6, Nays 0, Motion carried.

Steve Custer made the motion, seconded by Marshal Engleka to give a $3.00 increase to all full and part-time Officers contingent on the approval of our labor Attorney, Ronald Repak and the FOP Representative. Yays: 6, Nays: O. Motion carried. *Update: June 7, 2022 Attorney Repak said a memorandum of agreement is all that is needed. FOP said the same.*

Submitted By:

Cindy Flamm

Temporary Executive Secretary