Borough of Berlin
700 North Street
Berlin, PA 15530

Regular Meeting

November 3, 2022 – 7:00 P.M.

Approved and Official Minutes

Call to order by President Charles Rhodes

Pledge of Allegiance to the American Flag

Council Attending:
Charles Rhodes – Present
Stephen Custer – Present
Clifford Horner – Present
Michael Lottig – Present
Marshal Engleka – Present
Thomas Fisher – Present
John Harding – Present
Mayor Joseph Krause - Present

Others Attending – Traci Horning, Executive Borough Secretary. There were no residents at this meeting.

Motion by Marshal Engleka, seconded by Stephen Custer, to approve the October 20, 2022, Council of the Whole Meeting minutes. Ayes 7, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by Clifford Horner, to approve the Police Report for October 2022. Ayes 7, Nays 0. Motion carried.

Park and Planning
Sidewalk in front of the Historical Society needs to be replaced with the red stamped concrete. Need to purchase 2 yards to fix the sidewalk but can purchase a total of 4 yards at the same price. Discussion among council to determine where the additional 2 yards can be used to fix areas of the sidewalk that has been damages. Thomas Fisher is going to check and contact Kevin Yoder.

Garbage
Mayor contacted Police Officer Gonzalez regarding 1219 Main Street Will's garage with the school bus sitting there.

Property 420 Division Street needs to be mowed has high grass and weeds.

Contractors are using the dumpsters back at the shed to throw away their garbage from a job they are working on. Discussion on how to charge/treat contractors who dispose their job garbage and only paying a residential fee not a commercial fee. Need to get a list of all contractors who live in Berlin Borough and all contractors who use the garbage who live outside the borough.

Personnel and Finance

Motion by Michael Lottig, seconded by Clifford Horner to approve the October 2022 bills. Ayes 7, Nays 0. Motion carried.

The time spent on two Right to Knows was ½ hour for October. Right to Know requests were from an entity outside the Borough.

Motion by Clifford Horner, seconded by Michael Lottig to approve giving all 21 employees of Berlin Borough a $25.00 Thanksgiving Gift Certificate. Ayes 7, Nays 0. Motion carried.

Motion by John Harding, seconded by Thomas Fisher to approve closing the Borough office Friday November 25, 2022. Ayes 7, Nays 0. Motion carried.

Motion by Michael Lottig, seconded by John Harding to approve purchasing reflective signs for the outside workers to use when doing work and flagging. Ayes 7, Nays 0. Motion carried.

House

None

Fire & Police

Police Coverage hours:

October 16 – October 22
FT hrs = 82.5 (W. Gonzalez 42.5, B. Barron 40)
PT hrs = 0 (K.Huzsek 0, M.Craig 0)

October 23 – October 29
FT hrs = 86 (W. Gonzalez 46, B. Barron 40)
PT hrs = 0 (K.Huzsek 0, M.Craig 0)

Discussion among Council regarding the Police Officer part-time hours that are not being provided to the borough. Mayor is going to reach out to the part-time police officers to see if hours can be provided to the borough.

Streets, Sidewalks, Storm Sewers

Start looking for available grants to finish the sidewalks from Vine Street to Cumberland Street and small section from Cumberland Street to North Street.

Marshal Engleka to contact Steve Spochart, Redevelopment Authority to get information on any available money for the bike trail from Station Hill Road to the Lower Diamond and the sidewalks for the rest of Main Street.

Somerset Conservation District has the Somerset County Dirt & Gravel/Low Volume Road Program 2022-2023 Grant Request available. Contact Terry Tallion, Somerset Conservation District to get more information for the qualifications for this grant.

Contact Dave Hess, Windy Ridge Tree Care to get an estimate of trimming all trees and bushes in the right of way on Mulberry Street from 4th Avenue to Broadway Street.

Electric & Equipment

Motion by Michael Lottig, seconded by John Harding to charge a fee of $300 for a temporary electric service effective November 4, 2022. Ayes 7, Nays 0. Motion carried.

Motion by Marshal Engleka, seconded by Michael Lottig to approve the purchase of a CST/berger Magna-Trak MT202 Series Magnetic Locator with a soft case 19-202sc in the amount of $639.00. Ayes 7, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by John Harding to approve the Equipment Purchase Agreement from M & K Truck Centers of 178 Lewis Drive, Somerset, PA 15501 for an additional material surcharge of $4,000 and for fees in the amount of $220 for the purchase of a new garbage truck. New Equipment Purchase Agreement needs to be signed with new total cost of $165,038.72.

Cattle gate placed at the pole yard. Not going to proceed till having an issue.

Other Information

Received a thank you letter from John and Andy Pribelsky for using the lower diamond by the clock for the Wreath Across America Fundraiser. Raised enough money to purchase 106 wreaths.

Municipal Authority Update

None

Mayor Joseph Krause left the meeting at 8:06 P.M.

Executive Session

Motion to adjourn to executive session at 8:07 P.M. was made by Michael Lottig, seconded by Clifford Horner. Ayes 7, Nays 0. Motion carried.

At 8:07 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 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.

Motion to adjourn to regular session at 8:35 P.M. was made by Michael Lottig, seconded by John Harding. Ayes 7, Nays 0. Motion carried.

At 8:35 P.M. the council reconvened the regular meeting.

Adjournment

Motion to adjourn this meeting at 8:38 P.M. was made by Stephen Custer, seconded by Michael Lottig. Ayes 7, Nays 0. Motion carried.

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Submitted By: Traci Horning, Executive Secretary