Borough of Berlin
700 North Street
Berlin, PA 15530

Regular Council Meeting

August 6, 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 – Absent
Stephen Custer – Present
Michael Fogle – Present/Late (came at 5:50 pm)
James Broderick - Present
Brian Black - Present
Mayor Joseph Krause - Present

Others Attending –Traci Horning, Executive Borough Secretary.

Motion by Stephen Custer, seconded by Clifford Horner, to approve July 9, 2026, Regular Council Meeting. Ayes 5, Nays 0. Motion carried.

Motion by James Broderick, seconded by Clifford Horner, to approve the Mayor and Police Department's Report for July 2026. Ayes 5, Nays 0. Motion carried.

Park and Planning
None.

Garbage
Glass is currently being picked up with garbage and not being recycled. Going to look into what options there are to do glass recycling.

Electronic recycling day date has not been set yet. Waiting for confirmation on the date the Borough has suggested.

Our Home chip plant has reached out to the borough about the rate being charged for garbage since they have closed. A one-time pick-up per month charge of $60 is being charged effective this meeting.

The dumpster alongside the Borough Building is used only when the community hall is being used for banquets or rented out. This is not a public dumpster to be used by the public. No Public Dumping signs are to be placed on the building at the dumpster.

Personnel and Finance

Motion by Clifford Horner seconded by James Broderick to approve the July 2026 bills. Ayes 5, Nays 0. Motion carried.

Motion by Stephen Custer, seconded by Clifford Horner to approve the Treasurer's Report for June 2026. Ayes 5, Nays 0. Motion carried.

Motion by James Broderick, seconded by Brian Black to approve the Accidental Death and Accidental Medical Benefits Policy with Philadelphia Indemnity Insurance Company, One Bala Plaza, Suite 100, Bala Cynwyd PA 19004, in the amount of $300 for the period of September 3, 2026, to September 3, 2027. Ayes 5, Nays 0. Motion carried.

The council had a discussion on the Real Estate Tax Rate for 2027 for the Borough. Waiting for the Assessment Office to send the assessed valuation for the municipality for the tax year 2027.

The Borough Council was given a copy of the 2025 borough audit. The Municipal Authority of the Borough of Berlin owes the Borough of Berlin $126,031.64 for wages occurred October 2024 to December 2025 for the work done by borough employees for the sewer system.

Motion by Clifford Horner, seconded by James Broderick to approve absorbing The Municipal Authority of the Borough of Berlin expense of wages occurred from October 2024 to December 2025 in the amount of $126,031.64 for the work done by Borough employees for the sewer system. Ayes 5, Nays 0. Motion carried.

House

Motion by Brian Black, seconded by Stephen Custer to approve the invoice from C & W Seamless Spouting of 183 Wills Church Road, Somerset, PA 15501 in the amount of $8,620.00 for new gutters, gutter cover and tie into existing downspouts. Ayes 5, Nays 0. Motion carried.

Streets, Sidewalks, Storm Sewers

Motion by Clifford Horner, seconded by Brian Black to approve Ordinance 371 AN ORDINANCE OF THE BOROUGH OF BERLIN, SOMERSET COUNTY, PENNSYLVANIA, REQUIRING THE REMOVAL OF SNOW AND ICE FROM SIDEWALKS ABUTTING PROPERTIES WITHIN THE BOROUGH WHEN SNOWFALL ACCUMULATION EXCEEDS THREE (3) INCHES; REQUIRING REMOVAL OF ANTI-SKID MATERIALS AND WINTER MAINTENANCE DEBRIS FROM SIDEWALKS BY APRIL 30 OF EACH YEAR; PROVIDING FOR ENFORCEMENT BY THE BOROUGH POLICE DEPARTMENT THROUGH THE ISSUANCE OF CITATIONS; PROVIDING FOR ABATEMENT AND PRESCRIBING PENALTIES. Ayes 5, Nays 0. Motion carried.

Motion by James Broderick, seconded by Clifford Horner to approve Ordinance 372 AN ORDINANCE OF THE BOROUGH OF BERLIN, SOMERSET COUNTY, PENNSYLVANIA, REGULATING THE HEIGHT OF GRASS, WEEDS, AND OTHER VEGETATION: PROVIDING FOR NOTICE; PROVIDING FOR ABATEMENT; AND PROVIDING FOR PENALTIES. Ayes 5, Nays 0. Motion carried.

Motion by Clifford Horner, seconded by Stephen Custer to approve Ordinance 373 AN ORDINANCE AUTHORIZING THE BOROUGH TO TRIM, PRUNE, AND REMOVE TREES AND VEGETATION WITHIN THE BOROUGH FOR THE MAINTENANCE AND PROTECTION OF BOROUGH-OWNED ELECTRICAL LINES AND FACILITIES; ESTABLISHING PROCEDURES FOR NOTICE AND ENTRY; AND PROVIDING FOR ENFORCEMENT. Ayes 5, Nays 0. Motion carried.

All Borough of Berlin Ordinances are available on the Borough website at www.berlinborough.org or by contacting the Borough office during office hours.

Council discussed getting a radar speed sign to place on 10th Avenue due to the traffic speed with school starting and the kids walking to school.

Motion by Stephen Custer, seconded by Clifford Horner to approve the ordering of a radar speed sign from All Traffic Solutions not to exceed the amount of $8,500. Ayes 5, Nays 0. Motion carried.

Electric & Equipment

PA Municipal Electric Association Conference is on September 9-11, 2026, at Omni Bedford Springs Resort, Bedford, PA. This conference is to keep municipalities updated on the energy on both State and Federal levels.

The PA Municipal Electric Association - The Live Wire newsletter was given out.

Power Secure Services Agreement was given out to look over and approve at the September meeting. This agreement is for the maintenance and equipment of the six (6) generators that supply electricity when the whole town goes without electricity.

Michael Fogle came into the meeting at 5:50 p.m.

Get a quote for the Borough lot where the block party is held to replace the lights with LED.

Fire & Police

Police Coverage hours:

July 5 – July 11
FT hrs = 90 (W. Gonzalez 50, C. Fann 40)
PT hrs = 0 (M. Logsdon 0, T. Collins 0)

July 12 - July 18
FT hrs = 90 (W. Gonzalez 50, C. Fann 40)
PT hrs = 8 (M. Logsdon 8, T. Collins 0)

July 19 – July 25

FT hrs = 90 (W. Gonzalez 40, C. Fann 50)
PT hrs = 0 (M. Logsdon 0, T. Collins 0)

July 26– August 1
FT hrs = 90 (W. Gonzalez 50, C. Fann 40)
PT hrs = 12 (M. Logsdon 12, T. Collins 0)

Motion by Clifford Horner, seconded by Michael Fogle to approve the invoice from DATAPILOT of 18200 Von Karman Avenue, Suite 780, Irvine, CA 92612 in the amount of $5,490.00 for Mobile Forensics Software and training. A grant of $3,500 was awarded which will offset the cost. Ayes 6, Nays 0. Motion carried.

Other Information
Somerset County Planning Commission issued a letter to inform the Borough about the 2029-2032 PennDOT Transportation Improvement Plan (TIP).

Somerset County Planning Commission Uniform Construction Code (UCC) was discussed about enrolling with Somerset County for the following services:

- Inter-Municipal Agreement between the municipality and Somerset County
- UCC Fee Schedule (AllSafe)
- Ordinance Enforcement Fee Schedule (Code Compliance Solutions)
- Resolution for Adoption
- Standard letter to be sent to existing UCC Agency

Motion by James Broderick, seconded by Clifford Horner to approve Somerset County Planning Commission for Uniform Construction Code and/or Municipal Ordinance Enforcement. Ayes 6, Nays 0. Motion carried.

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

Municipal Monthly Report/Inspections was given to the council.

Municipal Authority Update
None.

Adjournment
At 6:32 P.M. a motion was made by Stephen Custer, seconded by Clifford Horner, to adjourn this meeting. Ayes 6, Nays 0. Motion carried.

Traci Horning

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Submitted By: Traci Horning, Executive Secretary