

EAST BERLIN BOROUGH COUNCIL
128 Water Street
East Berlin, PA 17316

July 3, 2013

The first monthly meeting of the East Berlin Borough Council was held July 3, 2013, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

Members Present: President Charles Krall; James LeVan; Roberta Teal (7:10 PM); Richard Cashman; and Donald Dixon

Members Absent: Charles Eisenhart; and Andrew Raymond

Also Present: Mayor Keith Hoffman; Solicitor Matthew Battersby; Secretary/Treasurer Darlene McArthur; and Diane Weaver, Reporter for the Evening Sun; Mike Thomas of Liberty Fire Company; and David Richards

Adoption of the Minutes: The minutes of the meeting of June 5, 2013, were reviewed. *A motion to approve the minutes was made by James LeVan; seconded by Richard Cashman. Motion approved with all in favor.* The minutes of the meeting of June 26, 2013, were reviewed. *A motion to approve the minutes was made by James LeVan; seconded by Donald Dixon. Motion approved with no dissenting votes.*

Payment of Bills: A summary of bills for the month of July totaling \$19,074.23 was reviewed. *Richard Cashman motioned to pay the bills for the month of July; seconded by Donald Dixon. Motion approved with no dissenting votes.*

Constituents Addressing Borough Council: None.

Mayor's Report: Council reviewed the police report for June. Mayor Hoffman stated that things are fairly quiet in town.

Fire Company Report: Mike Thomas of Liberty Fire Company reported twenty-two (22) fire calls and seventy-seven (77) ambulance responses for the month of April, and nineteen (19) fire calls and sixty-three (63) ambulance responses for the month of June. Donald Dixon inquired if all fire calls are for actual structure fires. Mr. Thomas responded that many calls are related to vehicle accidents or other rescue situations. Mr. Dixon mentioned the requirement of a more detailed financial report from the Fire Company and quoted the Pennsylvania State Association of Boroughs (PSAB) statement that the report should be provided to Council before the annual budget is determined. It was noted that the Fire Company expenses have been provided, but not revenues. President Krall reported his attendance at the June 11th meeting of the Fire Company Board in which the matter was discussed. Mayor Hoffman stated that the Fire Company Treasurer is currently addressing the issue.

Engineer's Report: President Krall reported that the Traffic Signal Evaluation Report has not yet been received, and that Borough Engineer Eric Mains would attend the next meeting of Council on July 31, 2013.

Solicitor's Report: Regarding several delinquent trash accounts, Solicitor Battersby reported that one (1) account has been collected in full and efforts would continue to collect the remaining

accounts. Solicitor Battersby stated that Park and Recreation grant funds are available from the Department of Conservation and Natural Resources (DCNR). On the issue of Adams County's proposal to adopt a Fire Tax, Solicitor Battersby reported that he has drafted a Fire Tax Ordinance for other municipalities.

Committee Reports:

Finance: Council reviewed the Previous Year Financial Comparison Report. There was some discussion of the increase in zoning revenue representing a reimbursement of engineering costs associated with several significant projects in the Borough. President Krall noted that the Borough's annual insurance policy is due for renewal and a meeting is scheduled for next week with Dean Cornbower to review updates to the policy. It was noted that there could be considerable impact from the change in the Workers Compensation Policy for firefighters now underwritten by the State Workers Insurance Fund due to recent legislation.

Streets/Public Safety and Maintenance: Roberta Teal reported that the Hustler riding mower is being repaired for to a hole in the radiator still under warranty. The School House Lane Drainage Project was completed by Henson Paving on July 1st and the site will be monitored for erosion and grass growth. During the course of the project, a sewer line was damaged and repaired through the efforts of Henson's employees, Bob Meminger, and Nathan Boyer of the Joint Authority. A stop sign and street sign will be placed at the School House Lane and North Avenue intersection next week. Assembly will begin for installation of the new playground equipment at the Borough Park and will be stored behind the Borough building for reassembly at the Park. Regarding the Joint Authority's upcoming water valve replacement project at the square, it was noted that it will be very challenging to avoid damage to the traffic signal loop detector. President Krall stated that the loop detector will almost certainly be damaged and discussed the option of upgrading to a video detection system in the future. Solicitor Battersby mentioned that the system could be programmed to change the traffic lights to allow emergency response vehicles to pass through the square. In response to David Richard's inquiry of crosswalk painting, Secretary McArthur stated that Borough Maintenance would address the matter this year.

Planning/Zoning: Nothing to report.

Personnel: James LeVan reported that a personnel issue would be discussed in Executive Session following this evening's meeting of Council.

Park and Recreation: Nothing to report.

Unfinished Business: On the subject of proxy voting at the meetings of the York Adams Tax Bureau (YATB) and the Adams County Tax Collection Committee (ACTCC), David Richards explained the need to address the issue of absences in achieving a quorum and casting votes, and noted that he would not be attending the July 29th meeting. In response to President Krall's inquiry, Mr. Richards stated that both Reading and Hamilton Townships would likely be agreeable to adopting an agreement for proxy voting with East Berlin Borough. There was some discussion of the order of voting responsibilities between the municipalities. *James LeVan motioned to adopt an agreement for proxy voting with Reading and Hamilton Townships for meetings of the YATB and ACTCC; seconded by Roberta Teal. Per roll call vote, all Members of Council approved the motion.*

Regarding the issue of mailbox placement on the property of Dr. Chad Buohl, President Krall noted that per additional research on the matter, the municipality does not have authority over the Postmaster. Solicitor Battersby concurred that the Postmaster has federal authority in the functional placement of mailboxes for postal delivery. A letter will be sent to Dr. Buohl conveying this information.

President Krall reminded Council of the Press Event scheduled for July 11th at Tucker's North Avenue facility regarding funding for the production of Bradley Fighting Vehicles. President Krall stated that he will be out of town and cannot attend. Both Roberta Teal and James LeVan plan to attend the event.

New Business: President Krall discussed a request from the office of Representative Will Tallman for use of the Borough Park pavilion for a town hall meeting. A request was made to Park and Recreation Chairman Phil Keener to waive the customary rental fee of fifty dollars (\$50.00) for the event. Chairman Keener deferred the decision to Council. It was noted that the event is scheduled for August 6th from 4:30 PM to dusk, and that fifty (50) to seventy (70) attendees are expected. *James LeVan motioned to charge the usual fee of fifty dollars (\$50.00); seconded by Roberta Teal. Motion approved with no dissenting votes.*

Richard Cashman commended Roberta Teal on her representation of East Berlin in a recent video project of Berlins in America commemorating the 50th Anniversary of President Kennedy's "Ich Bin Ein Berliner" speech in West Berlin.

Correspondence:

- Founder's Day Committee Meeting Minutes of 6/3/2013
- Fire Company/Municipality Communication Guide from the Council of Governments
- PSAB Webinars and Training Available

Council entered Executive Session at 7:54 PM to discuss a personnel issue, and exited the Session at 8:10 PM. *James LeVan motioned that Council approve time off with paid hourly compensation for missed work time for Robert Meminger to attend a HACC class; seconded by Roberta Teal. Per roll call vote, Council unanimously approved the motion.* It was noted that the Personnel Committee would update the Personnel Policy to address the issue of reimbursement of educational costs.

Donald Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 8:10 PM; seconded by Roberta Teal. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council