

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

August 27, 2014 – Work Session

The second monthly meeting of the East Berlin Borough Council was held August 27, 2014, 7:00 PM at the East Berlin Borough Hall.

Members Present: President Charles Krall; James LeVan; Jason Wood; Roberta Teal; Donald Dixon; Andrew Raymond; and Catherine Lockey (7:15)

Members Absent: None.

Also Present: Secretary/Treasurer Darlene McArthur; and David Richards

Constituents Addressing Borough Council: David Richards reported that the Tax Collection Committee meeting scheduled for next Wednesday has been cancelled, but noted that there is very little business before the Committee. Mr. Richards stated that the next meeting of the Board of the York Adams Tax Bureau is scheduled for October 28, 2014.

Topics of Discussion:

- President Krall reported that he spoke with Wade Keech regarding a proposed committee to draft a maintenance agreement between the Borough and the East Berlin Area Community Center. President Krall informed Mr. Keech that he would be out of town beginning September 6th and returning near the end of the month, and would address the issue upon his return.
- President Krall reported that the Branch Circle Culvert Project is moving forward and that he attended a pre-construction meeting yesterday with Borough Engineer Eric Mains, Robert Meminger, and a representative from H & H General Excavating. The project will begin September 8th and be completed in one (1) week. Robert Meminger will inform the nearby residents of the road closure, and the information will be posted on the Borough website. In response to Donald Dixon's concern regarding the size of the pipe, President Krall stated that the pipe is adequate [per the Borough Engineer] and that excessive debris is the problem, for which the property owners are responsible. There was some discussion of new legislation requiring that swale responsibilities are to be included as disclosure when selling a property. Donald Dixon mentioned retaining ponds at the new Dollar General Store in Hamilton Township, which hopefully will prevent additional storm water drainage into the Branch Circle area of the Borough.
- The Building Inspection Report for July was received from Land & Sea Services. Secretary McArthur provided the details of the report including three (3) current projects in the Borough. It was noted that Borough Building Inspector Wilbur Slothour also performed approximately eight (8) rental safety inspections in July. Ms. McArthur stated that Mr. Slothour's willingness to work closely with our residents has been very beneficial to the Borough.
- Council received the Founder's Day Committee meeting minutes of August 12, 2014. Roberta Teal reported that 175 pages of the 300 page Wheels of Time II book are complete.
- President Krall reported that a meeting is scheduled to review a draft of the updated Adams County Hazard Mitigation Plan at 6:30 PM on September 2, 2014, at the Emergency Services Center in Gettysburg. Andrew Raymond stated that he will be attending the meeting, and President Krall plans to attend as well.
- Regarding training opportunities, President Krall stated that he received a request from Robert Meminger to attend a storm water management workshop on September 18, 2014. The workshop is hosted by PA Rural Water Association at a cost of \$80.00. President Krall recommends that Mr.

Meminger attend the class. Donald Dixon questioned if more training is needed since the Borough has already mapped its entire storm water system. President Krall stressed that the training focuses on managing storm water and proposed to allow Mr. Meminger's attendance.

- Council was provided information and registration forms for Liberty Fire Company's 5K Run/Walk event on September 20, 2014. Andrew Raymond reported that many participants are registered. The cost to enter is \$25.00 and prizes will be awarded to the winners. Proceeds of the event will benefit the Fire Company.
- President Krall stated that it's been one (1) year since Officer Grim provided his notice to retire in August, 2016. Personnel Committee Chairman James LeVan stated that the Committee will focus on the upcoming vacancy, and possibly include funds in the 2015 budget to employ a part time police officer to work with Officer Grim allowing sufficient time to develop a mutually agreeable relationship between the Borough and its new police officer.
- Regarding a previous discussion of purchasing a new copier, President Krall reviewed outsourced printing jobs over the past twelve (12) months. Invoices detailed just three (3) printing services at a total cost of \$83.64. In consideration of the cost of toner, wear on the copier, and the time involved to produce sizeable documents in-house, President Krall suggested that it is more cost effective to outsource on those few occasions versus the cost of a new printer. President Krall also urged that Council, as municipal elected officials, try to be prudent with tax payer dollars. Catherine Lockey stated that documents could be accessed electronically, but if sitting down for a meeting, each person should have their own hard copy. Regarding Ms. Lockey's comparison to the function of a school board, President Krall stated that the Borough Council is not similar to a school board. Ms. Lockey stated that she should not be interrupted, was not finished speaking, and reiterated that Council cannot do their job correctly without the proper materials. President Krall stated that documents may be printed as needed, but large printing jobs are best left to the Borough's printing service.
- President Krall informed Council that he would be out of town beginning September 6th and would be returning near the end of the month. President Krall requested that Vice-President James LeVan chair the September 24th meeting of Council, and that Roberta Teal or Andrew Raymond be available to sign checks when needed. All agreed.
- President Krall reported that the bids are due to Penn Bid for the Traffic Signal Improvements Project by 9:00 AM on September 2, 2014.
- Donald Dixon inquired if the Borough would be addressing the drainage area on the property behind Dylan's. President Krall stated that the issue will remain a focus, and would likely be addressed in the spring.
- President Krall reminded Council to consider the upcoming 2015 budget expenses, and stated that an upgrade to the two remaining Windows XP computers may be included. Roberta Teal mentioned the possibility of replacing the F250 truck at some point.
- James LeVan stated that he is unable to attend the next meeting of Council on September 3, 2014.

The meeting of the East Berlin Borough Council adjourned at 7:35 PM.

Respectfully Submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council