

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

August 19, 2015

The second monthly meeting of the East Berlin Borough Council was held August 19, 2015, 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; Jason Wood; Andrew Raymond; and Donald Dixon

Members Absent: Catherine Lockey

Also Present: Mayor Keith Hoffman; and Secretary/Treasurer Darlene McArthur

Adoption of the Minutes: The meeting minutes of Council's Session on August 5, 2015, were reviewed. *A motion to approve the minutes was made by Roberta Teal; seconded by Jason Wood. Motion approved with all in favor.*

Payment of Bills: A summary of bills for the end of August totaling \$10,144.53 was reviewed. *Jason Wood motioned to pay the bills for the end of August; seconded by Roberta Teal. Motion approved with no dissenting votes.*

Constituents Addressing Borough Council: None.

Committee Reports:

Finance: Nothing to report.

Maintenance: Andrew Raymond reported that Borough Engineer Eric Mains performed a one-year follow up inspection of the Branch Circle Culvert Project and will instruct H & H Excavating to repair a crack in the new sidewalk per the maintenance bond for the project. PennDOT has approved a revision to the traffic signal permit to move back the stop bars on the westbound lane of E. King Street and to post "No Turn on Red" signs. The project should be completed for PennDOT's inspection by the end of September. Robert Meminger will meet with the Engineer for the Library Expansion Project to discuss the Borough's involvement in the installation of a trench drain on South Avenue. President Krall stated that the Borough agreed to pay for the trench drain, but if the area is properly landscaped, the drain may be unnecessary. It was noted that with a traffic increase on South Avenue and Zinn Avenue due to the project, traffic patterns and pavement issues need to be examined to alleviate issues. Mr. Mains is developing plans for the proposed street projects at North and Third Streets, and at North and Sixth Avenue. A contract was signed with Electric Power Savings and a rebate application was submitted to Met Ed for the new lighting system in the Borough building. Lighting replacement will begin approximately two (2) weeks after rebate approval is received from Met Ed.

Planning/Zoning: James LeVan reported that there was no new business at the latest meeting of the Planning Commission and the next meeting is scheduled for next week. Plans are awaited for the Zeigler Brothers' Expansion Project. Mr. LeVan reported that Dean Wonders has submitted his resignation from the Commission for personal reasons. President Krall suggested that Council again consider a reduction in the size of the membership of the Commission. Mr. LeVan stated that the Commission has not been fully staffed in the past year and that he supports a reduction of the membership from seven (7) to five (5). *Andrew Raymond motioned to reduce the membership of the*

Planning Commission to five (5) members; seconded by Jason Wood. Per roll call vote, the motion was approved unanimously. An Ordinance will be drafted to amend the membership of the Planning Commission per the requirements of the Municipalities Planning Code.

Personnel: James LeVan reported that an application has been received for the advertised position of Police Officer. President Krall stated that he reviewed the application and was impressed with the credentials of the applicant. Mr. LeVan reported that Dr. Michael Brown, whose term expired on the Parks and Recreation Commission on August 1st, is willing to serve another three (3) year term. *James LeVan motioned to reappoint Dr. Brown to the Commission; seconded by Roberta Teal. Motion approved with no dissenting votes.*

Park/Recreation: Council was provided the minutes of the June 11th meeting of the Parks and Recreation Commission.

Unfinished Business: President Krall discussed the trash contract bids opened and read at the previous meeting of Council and noted that the lowest bid for Residential service was submitted by Advanced Disposal. President Krall explained that the annual cost to include recycling could be covered by the excess funds in the refuse account. After some discussion of any increase in cost to the residents, President Krall stated that a decision on this matter could be made later. President Krall reviewed the bids for Commercial service and noted that the lowest bid was submitted by Republic Services. *Jason Wood motioned to award the three (3) year Residential Trash Contract to include recycling beginning October 1, 2015 to Advanced Disposal; seconded by James LeVan. Per roll call vote, all Members of Council approved the motion. Andrew Raymond motioned to award the three (3) year Commercial Trash Contract beginning October 1, 2015 to remain with Republic Services; seconded by Roberta Teal. Per roll call vote, all Members of Council approved the motion.* All bidders will be notified of Council's decision. President suggested that the Finance Committee meet to address the cost of trash service to the residents.

New Business: President Krall reviewed a quote of \$3,478.80 from Borough Engineer Eric Mains to provide a bidding contract, advertisement on PennBid, and collect bids for the Community Center Roof Replacement Project. *Roberta Teal motioned to accept the Engineering quote; seconded by Jason Wood. Per roll call vote, the motion was approved unanimously.* President Krall explained the Borough's role in assisting the Community Center with project funds in the amount of \$75,000.00 to be reimbursed to the Borough at one percent (1%) interest on a ten (10) year loan. Roberta Teal inquired of available grant funds. President Krall stated that grant funds would be sought for the roof project.

President Krall mentioned Hannah First's research work on the history of the East Berlin Area Community Center and noted that the documents are available in the Borough office. There was some discussion of the upcoming groundbreaking ceremony for the Library Expansion Project on September 2nd at 6:30 PM. Council Members will attend briefly prior to the Council meeting at 7:00 PM. President Krall noted that he will be out of town for the September 16th meeting of Council and requested that Vice President LeVan chair the meeting. Mr. LeVan agreed.

Correspondence:

Training and Webinars Available

Donald Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 8:00 PM; seconded by Roberta Teal. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council