

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

September 2, 2015

The first monthly meeting of the East Berlin Borough Council was held September 2, 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; Roberta Teal; Jason Wood; James LeVan; Andrew Raymond; and Donald Dixon (7:10)

Members Absent: Catherine Lockey

Also Present: Solicitor Matthew Battersby; Mayor Keith Hoffman; Secretary/Treasurer Darlene McArthur; Karen Wire; Jackie Dillian; Marilyn Detweiler; Phil Keener; and David Richards

Adoption of the Minutes: The meeting minutes of Council's Session on August 19, 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 beginning of September totaling \$9,785.35 was reviewed. *Jason Wood motioned to pay the bills for the beginning of September; seconded by James LeVan. Motion approved with no dissenting votes.*

Constituents Addressing Borough Council: Marilyn Detweiler of 122 W. King Street addressed Council regarding her concern of the Library Expansion Project with only one (1) opening to the parking lot at South Avenue. Mrs. Detweiler stated that this will create increased traffic in an area where there are children, elderly residents, other pedestrians, and bicyclists, and suggested an additional opening to the parking lot might alleviate the issue. Solicitor Battersby explained that the land development plan for the project was approved and changes cannot be imposed at this point. Mrs. Detweiler stated her concerns are to be a matter of record.

Parks and Recreation Commission Chairman Phil Keener addressed Council to report that three (3) quotes have been received for the installation of electricity at the Park pavilion from I.B. Abel, Ascom Electric, and Lefever Electric. Mr. Keener requested confirmation of Council's request for a dusk to dawn light, underground wiring, and a lock box to access the electricity. President Krall stated that the requests of Council stand as stated. Mr. Keener stated that the project will begin in the next month or so, or in the spring. It was noted that the installation of electricity at the pavilion will likely increase rental requests.

David Richards reported that this evening's meeting of the Adams County Tax Collection Committee was cancelled due to a lack of business.

Mayor's Report: The police report for August was provided to Council. Mayor Hoffman reported that Police Chief Grim and the Fire Police are ready for Colonial Day on September 12, 2015.

Solicitor's Report: Solicitor Battersby reviewed a draft of a roof repair agreement between the Borough and the Community Center, and noted that final figures for the project are unknown at this point. President Krall stated that this evening's meeting of Council will be recessed until

September 16, 2015, to allow the opportunity for Council to open and award bids if received for this project. Solicitor Battersby presented refuse contract agreements with Republic Services for commercial collection and Advanced Disposal for residential collection services. *Andrew Raymond motioned to approve the commercial refuse agreement with Republic Services; seconded by James LeVan. Motion approved with all in favor. Jason Wood motioned to approve the residential refuse agreement with Advanced Disposal; seconded by Andrew Raymond. Motion approved with all in favor.* Solicitor Battersby discussed a recent hearing at the Adams County Courthouse regarding an appeal to a citation issued by Officer Grim for a missing roof gutter and noted that the Judge granted the appeal due to the weakness of the language in the Ordinance cited. The language stated “should” instead of “shall.” Solicitor Battersby requested a copy of the Ordinance and proposed that the language be amended for future enforcement.

Committee Reports:

Finance: Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. President Krall commended Jason Wood for the work he has done on the cost of residential trash billing with the upcoming three (3) year contract. Roberta Teal stated that the Finance Committee is scheduled to meet on September 8th at 3:00 PM to review the materials.

Streets/ Maintenance: Andrew Raymond reported that Swam Electric will be posting new signs and D.E. Gemmill will apply new pavement markings as part of the Traffic Signal Improvement Project. PennDOT will do a final inspection when completed. Met Ed’s subcontractor did a site visit at the Borough Hall to review the energy rebate application for upgraded lighting. Installation should begin in two (2) to three (3) weeks. In conjunction with the Library Expansion Project, the Borough will provide a trench drain and new pipes to replace existing lines on South Avenue to be installed by the Library’s contractor. The Borough’s cost will be \$2,098.00. The drainage project at North Avenue and Third Street and the repaving project at North Avenue and Sixth Avenue have been postponed until next spring due to PennDOT’s October deadline for paving. Crosswalk markings behind Zwingli Church were repainted today.

Planning/Zoning: James LeVan reported that the Planning Commission met last week with no new business to address, and reviewed proposed Ordinance 2015-2 to reduce the membership of the Commission to five (5) members. *Roberta Teal motioned to advertise Ordinance 2015-2; seconded by Donald Dixon. Motion approved unanimously.*

Personnel: James LeVan reported that four (4) applications have been received for the advertised position of police officer. All applicants are between the ages of twenty-six (26) and fifty (50) and all have experience with three (3) out of four (4) currently employed as active police. Mayor Hoffman provided one (1) additional application that he received. Mr. LeVan stated that a meeting of the Personnel Committee is scheduled for September 9th at 4:00 PM to review the applications.

Park and Recreation: Jason Wood reported that the Sixth Annual Golf Tournament to benefit the Park is scheduled for September 11, 2015. President Krall stated that water and sewer lines exist on the Park grounds and discussed the possibility of a future permanent restroom facility.

Unfinished Business: None.

New Business: President Krall presented Resolution 9-2015-5 to allow an on-street handicapped parking space as required by the Uniform Construction Code in front of 611 W. King Street for Zeigler Brothers' newly established office location. *Andrew Raymond motioned to adopt Resolution 9-2015-5; seconded by Roberta Teal. Per roll call vote, all Members of Council approved the motion.*

President Krall requested Council's ratification of a building permit fee for the Library Expansion Project quoted at \$1,000.00 plus any additional engineering or legal fees. *Roberta Teal motioned to approve the building permit fee at \$1,000.00 plus any additional costs; seconded by Jason Wood. Per roll call vote, all Members of Council approved the motion.* It was noted that the project expenses incurred by the Library would be considered during the Borough's donation process early next year.

Council reviewed the annual Pension Plan Minimum Municipal Obligation (MMO) memo submitted by Secretary Darlene McArthur as the Plan's Chief Administrative Officer. The 2016 MMO for the Borough employee pension plan is \$37,826.00, of which nearly half is covered by state allocation. There is no further obligation for the police pension fund. *Roberta Teal motioned to approve the 2016 MMO; seconded by Donald Dixon. Motion approved with no dissenting votes.*

Correspondence:

Adams County Boroughs Association Meeting 9/21 at 6:15 PM, Pike Restaurant
Donation Request from Adams County SPCA
Training and Webinars Available

President Krall mentioned that the Adams County Department of Emergency Services will be testing the new digital system radios in the near future. President Krall discussed the Borough's five (5) year plan to address street issues and assured Mrs. Detweiler that the situation on South Avenue will be reviewed. Donald Dixon mentioned two (2) new football fields and Bermudian Springs High School that are turf and invited all to attend the upcoming games.

Donald Dixon motioned to recess the meeting of the East Berlin Borough Council at 8:00 PM to reconvene at 7:00 PM on September 16, 2015; seconded by Jason Wood. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council