

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

January 4, 2016 - Reorganization and Regular Session

The first monthly meeting of the East Berlin Borough Council was held January 4, 2016, at the East Berlin Borough Hall. Mayor Hoffman opened the meeting with the Pledge of Allegiance at 7:00 PM.

Members Present: Charles Krall; James LeVan; Roberta Teal; Andrew Raymond; Jason Wood; and Donald Dixon

Members Absent: Catherine Lockey

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

Oath of Office: Mayor Hoffman swore in the re-elected Council Members; Charles Krall, Roberta Teal, James LeVan, and Donald Dixon. The signed Oaths and Affidavit of Residency documents will be filed.

Nomination of Officers: *Andrew Raymond nominated James LeVan for the office of Council President. James LeVan declined the nomination. Andrew Raymond nominated Roberta Teal for the office of Council President, seconded by Charles Krall. All Council Members approved the nomination. Donald Dixon nominated James LeVan for the office of Council Vice President. All Council Members approved the nomination. James LeVan nominated Charles Krall for the office of Council President Pro Tem. All Council Members approved the nomination. President Teal took the chair and thanked Council for their vote of confidence.*

Appointments: Regarding the appointment of Committee Members, President Teal read the current list of assignments and inquired if any changes were needed. Jason Wood volunteered to replace Catherine Lockey on the Personnel Committee and the Planning/Zoning Committee. President Teal agreed and thanked Mr. Wood for his willingness to serve.

Charles Krall motioned to have Attorney Matthew Battersby continue as the Borough's Solicitor; seconded by Jason Wood. Motion approved with all in favor. Andrew Raymond motioned to have Eric Mains of Buchart Horn continue as the Borough Engineer; seconded by Charles Krall. Motion approved with no dissenting votes.

Resolution to Appoint Bank Signers: *Jason Wood motioned that the current authorized bank account signers remain unchanged; seconded by Donald Dixon. Motion approved with all in favor. No Resolution is needed.*

Adoption of the Minutes: The minutes of the meeting of December 16, 2015, were reviewed. Donald Dixon inquired if the incorrect storm water grate was actually installed on South Avenue behind the Library. Charles Krall stated that it was installed and would be replaced with a bicycle safety grate when available. *A motion to approve the minutes was made by Charles Krall; seconded by Andrew Raymond. Motion approved with all in favor.*

Payment of Bills: A summary of bills for the beginning of January totaling \$9,824.73 was reviewed. In response to Donald Dixon's inquiry of the expense of a bond renewal, it was noted that this is a required annual bond surety for Secretary/Treasurer McArthur to maintain the Borough's finances. *Jason Wood motioned to pay the bills for the beginning of January; seconded by James LeVan. Motion approved with no dissenting votes.*

Constituents Addressing Borough Council: Regarding the proposed meeting of the municipalities served by the East Berlin Area Community Center (EBACC), David Richards suggested a letter explaining the need to form a Commission. Andrew Raymond stated that he will be utilizing a flyer drafted for this purpose and reviewed his communications with those agreeing to attend the meeting on January 21st to create a dialogue. Mr. Richards discussed his concerns of the Joint Authority's misconception of Council's authority to appoint its Board Members, and that Roberta Teal's application for Board Membership was not provided to Council. Charles Krall assured Mr. Richards that this issue has been addressed with the Joint Authority. It was noted that Ms. Teal submitted her application directly to the Borough for consideration.

Mayor's Report: Council was provided the police report for December.

Engineer's Report: None.

Solicitor's Report: None.

Committee Reports:

Finance: Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. Donald Dixon commented on the increased cost of electricity for street lighting.

Streets/Public Safety and Maintenance: Andrew Raymond reported that weather conditions have prevented the completion of seam repairs on the roof of the Community Center and that repairs would continue later in the week. Robert Meminger will be meeting with two (2) roofing contractors to review options for the roof project. The drip edge repairs on the upper roof will be completed this month weather permitting. PennDOT has issued final approval for our updated traffic signal permit, and paperwork has been submitted for the ARLE grant reimbursement. Charles Krall reported that Donald Myers suffered a hand injury while working at home and will be off work for four (4) to six (6) weeks. There was some discussion of covering snow plowing activities in his absence if needed. Donald Dixon commented that December of 2015 was the warmest on record with no snow incidents.

Planning/Zoning: Nothing to report.

Personnel: James LeVan reported that Officer Mehalko has declined the offer of employment due to personal reasons. Charles Krall explained that Officer Mehalko's elderly grandfather requires his care and that his wife has been promoted at work, both factors hindering his plans to relocate to the East Berlin area. Mr. LeVan recommends Officer Terry Seitz of Etters, Pennsylvania to fill the position and commended his sixteen years of service with the York City Police Department, retiring at age fifty-four (54) in the position of Field Training Officer. Officer Seitz has military a background as a former Army Drill Sergeant and he intends to work for another ten (10) years. *James LeVan motioned to offer the temporary part time position, twenty (20) hours per week, at \$20.00 per hour beginning April 1, 2016, to Terry Seitz; seconded by Donald Dixon. Motion approved with all in favor.*

James LeVan motioned to reappoint Raeann Hamon to another three (3) year term on the Parks and Recreation Commission; seconded by Jason Wood. Motion approved with all in favor. James LeVan motioned to reappoint David Richards as the Borough's Representative to a four (4) year term with the York Adams Tax Bureau and the Adams County Tax Collection Committee; seconded by Charles Krall. Motion approved with no dissenting votes. James LeVan motioned to reappoint Harold Lau to a five (5) year term on the Board of the Joint Authority; seconded by Andrew Raymond. Motion approved with all in favor.

David Richards inquired if Catherine Lockey responded to the Borough's letter regarding her public announcement on social media of her inability to fulfill her role as a Council Member. President Teal stated that her only response was to remove the comment she posted on Facebook.

Park and Recreation: Nothing to report.

Unfinished Business: Andrew Raymond requested Council's approval to have Robert Meminger begin researching a replacement for the F250, and noted mounting maintenance expenses. Council concurred. Regarding the January 21st meeting at the Community Center to discuss the establishment of a Commission, Charles Krall stated that he wishes to chair the meeting. Council agreed. Mr. Krall discussed the tremendous amount of time and effort by Robert Meminger in making repairs to the roof of the Community Center which is no longer leaking at this point, and suggested a note of appreciation from the Community Center.

New Business: President Teal requested Council's input on the 2016 budgeted donations based on the Borough's year-end financial figures. *Charles Krall motioned to donate \$1,000.00 to the East Berlin Senior Center; seconded by Jason Wood. Motion approved with all in favor.* Regarding Liberty Fire Company, Donald Dixon stated that he would like to have better financial reports to justify donations. Andrew Raymond proposed a donation earmarked for the new fire truck. Charles Krall stated that donations are made with taxpayer funds, and proposed that a letter to Liberty be drafted to request copies of bank statements to reconcile with the monthly financial reports as the Borough Auditor advised. *Charles Krall motioned to donate \$2,000.00 to the East Berlin Community Library; seconded by Andrew Raymond. Motion approved with no dissenting votes.*

Correspondence:

- Gettysburg Chamber of Commerce Newsletter for January
- Training and Webinars Available

Donald Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 7:55 PM; seconded by Jason Wood. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council