

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

January 20, 2016

**Members Present:** President Roberta Teal; James LeVan; Charles Krall; and Jason Wood

**Members Absent:** Catherine Lockey; Andrew Raymond; and Donald Dixon

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

The second monthly meeting of the East Berlin Borough Council was held January 20, 2016, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

**Adoption of the Minutes:** The meeting minutes of Council's Session on January 4, 2016, were reviewed. *A motion to approve the minutes was made by Charles Krall; seconded by James LeVan. Motion approved with all in favor.*

**Payment of Bills:** A summary of bills for the end of January totaling \$41,720.66 was reviewed. President Teal noted that the bills detail includes an invoice from Advanced Disposal for three (3) months of residential trash service in the amount of \$32,984.10. Secretary McArthur stated that the delay in billing was an error, and that the invoices would be issued monthly going forward. *Jason Wood motioned to pay the bills for the end of January; seconded by Charles Krall. Motion approved with no dissenting votes.*

**Constituents Addressing Borough Council:** David Richards inquired if Council will be appointing an Alternate Representative to the Adams County Tax Collection Committee (ACTCC), and noted that there is no term expiration designated for this position. Charles Krall stated that he would be willing to continue in this position for a term of one (1) year. *James LeVan motioned to appoint Charles Krall as an Alternate Representative to the ACTCC for a term of one year; seconded by Jason Wood. Motion approved with all in favor.*

Robin Heyser, Board President of the East Berlin Area Community Center (EBACC), addressed Council to discuss tomorrow's lunch meeting at EBACC with the participating municipalities (Abbottstown and East Berlin Boroughs, Hamilton, Paradise, Reading, and Washington Townships). Ms. Heyser distributed a list of those planning to attend as well as an updated list of residents by municipality registered in EBACC's programs and classes. In a discussion of the municipal agreements regarding the establishment of EBACC and the intention to form a Commission to transfer ownership of the property, Ms. Heyser noted that most of municipalities are unaware of the agreements made with East Berlin Borough.

**Committee Reports:**

**Finance:** Nothing to report.

**Maintenance:** Council reviewed the maintenance report. Regarding Donald Myer's hand injury, Charles Krall stated that Mr. Myers will be able to assist with snow plowing in moderation for the upcoming snow event, and that contingent plans are in place.

**Planning/Zoning:** James LeVan reported that the Planning Commission did not meet in December, but is scheduled to meet next week.

**Personnel:** James LeVan reported that Officer Terry Seitz has accepted the offer of employment with a five (5) month probation period to replace Chief Grim upon his retirement. Council reviewed the draft employment contract to be accepted by Officer Seitz. *Charles Krall motioned to approve the employment contract contingent on the approval of Solicitor Battersby; seconded by Jason Wood. Motion approved unanimously.* Mr. Wood thanked Mr. LeVan for his work on the employment contract. James LeVan reported that John Schlaline has expressed his interest in filling a vacancy on the Planning Commission. Charles Krall urged that Council consider reinstating Mr. Schlaline to the Commission. President Teal stated that she would have no issue with reinstating Mr. Schlaline provided he follows the duty guidelines of the Planning Commission. *James LeVan motioned to appoint John Schlaline as a Member of the Planning Commission; seconded by Jason Wood. Per roll call vote, all Council Members present approved the motion.* James LeVan reported that he received a recommendation from the Parks and Recreation Commission to appoint Hannelore Furst to fill a vacancy. *James LeVan motioned to appoint Hannelore Furst as a Member of the Parks and Recreation Commission; seconded by Charles Krall. Motion approved with no dissenting votes.*

**Park/Recreation:** Jason Wood discussed the proposed installation of electricity at the Park pavilion and noted that the project should be complete before the wedding scheduled for April 30, 2016, at the Park.

**Unfinished Business:** Charles Krall stated that he received several project drawings from Robert Meminger depicting options to replace/repair the roof at the Community Center. Council reviewed the draft letter to Liberty Fire Company requesting financial reconciliation statements to verify the monthly financial reports for the purpose of donating public funds. *Charles Krall motioned to approve and send the letter to Liberty Fire Company; seconded by James LeVan. Motion approved with all in favor.*

**New Business:** Regarding a request from Hamilton Township Parks and Recreation for a joint signature from East Berlin Borough on a grant application for Rail Trail easements, Charles Krall stated that agreements should be in place from all property owners prior to the grant application. *Charles Krall motioned to withhold the Borough's signature until all land owners agree to the easements; seconded by James LeVan. Motion approved with all in favor.*

**Correspondence:**

Letter from EBACC Regarding Meeting on 1/21  
Thank You Letter from East Berlin Community Library for Donation  
Training and Webinars Available

Charles Krall reported that all W2 Forms have been distributed to employees, Council Members, and the Mayor. James LeVan noted that he invited Officer Terry Seitz to attend a Council meeting to be introduced to all Members of Council.

*Charles Krall motioned to adjourn the meeting of the East Berlin Borough Council at 7:34 PM; seconded by Jason Wood. Motion approved with all voting in favor.*

Respectfully submitted,

Darlene McArthur  
Secretary/Treasurer of Borough Council