

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

June 1, 2016

The first monthly meeting of the East Berlin Borough Council was held June 1, 2016, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

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

Members Absent: Catherine Lockey

Also Present: Solicitor Matthew Battersby; Secretary/Treasurer Darlene McArthur; Curt Mathews; and David Richards

Adoption of the Minutes: The meeting minutes of Council's Session on May 18, 2016, were reviewed. *A motion to approve the minutes as corrected was made by Charles Krall; seconded by James LeVan. Motion approved with no dissenting votes.*

Payment of Bills: A summary of bills for the beginning of June totaling \$2,865.08 was reviewed. *Jason Wood motioned to pay the bills for the beginning of June; seconded by Charles Krall. Motion approved with no dissenting votes.*

Constituents Addressing Borough Council: David Richards addressed Council to discuss problems with the potential lease or sale of water service by the Joint Authority and provided copies of the agreement between the Borough and the Joint Authority. Mr. Richards noted that the Borough's copy of the agreement was taken to the Joint Authority where he obtained a copy. Mr. Richards explained discrepancies in the agreement including missing exhibits and stated that corrections were attempted but never completed. Solicitor Battersby stated that he likely has copies of the missing exhibits from the original agreement made in 2007.

Mayor's Report: Council reviewed the police report for May and discussed a recent break-in at the Borough office causing minor damage and loss.

Solicitor's Report: Solicitor Battersby discussed the latest meeting at the East Berlin Area Community Center (EBACC) with the participating municipalities and noted that a lease agreement was requested between the EBACC and East Berlin Borough as the property owner. Solicitor Battersby stated that an agreement is also needed between the municipalities for financial support of EBACC's maintenance and operations. Charles Krall inquired if Adams County or the State might assist with coordinating the cooperative efforts needed. James LeVan proposed contacting the Pennsylvania State Boroughs Association (PSAB) and noted that East Berlin is a member of the organization. Solicitor Battersby suggested that the Adams County Economic Development Corporation (ACEDC) might assist in this situation to promote the welfare of EBACC serving multiple municipalities in the region. Secretary McArthur agreed to contact both ACEDC and PSAB to request coordinating assistance.

Committee Reports:

Finance: Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. President Teal noted that the current status of the Borough's finances is good.

Streets/ Maintenance: Andrew Raymond reported that repairs were made to the damaged office doorframe resulting from the recent break-in and the outer door has been secured. Mr. Raymond suggested the possibility of surveillance cameras and stated that he would research the matter. Construction has been completed on all of the recent street projects and drainage goals have been achieved. Some slight damage occurred to the fresh pavement at Third Street and North Avenue likely due to the wide turns of tractor trailers going west onto North Avenue. The situation will be monitored.

It was noted that raising the height of the inlet cover would not be possible without reconstructing a large area of the road and parking lot in order to change the drainage patterns. The Borough building air conditioning unit required servicing and is back in operation.

Planning/Zoning: James LeVan reported that the Planning Commission met last week and is awaiting activity on upcoming projects. Mr. LeVan noted that Branch Circle residents are pleased with how quickly the pothole was repaired.

Personnel: James LeVan stated the members of the Personnel Committee discussed Officer Seitz' probation period and job performance. *James LeVan motioned to offer fulltime employment to Officer Seitz as Police Chief to begin September 1st including pay increase and benefits at that time; seconded by Andrew Raymond. Per roll call vote, all Members of Council approved the motion.* Mr. LeVan explained a proposed amendment to the personnel overtime policy to streamline the process declaring emergency overtime to be approved by the Council President, and to require authorization of non-emergency overtime to be pre-approved by the Council President. *James LeVan motioned to amend the personnel overtime policy; seconded by Charles Krall. Motion approved with all in favor.*

Park and Recreation: Jason Wood reported that the installation of electricity to the Park pavilion has been well-received by Park patrons. Mr. Wood noted that the skate board group in attendance at recent meetings of the Commission has been helpful and appear to be capable of raising funds to make improvements to the skate park. The group is expected at the next meeting of the Commission with plans and estimates.

Unfinished Business: Council was provided the January, February, and March meeting minutes of the EBACC Board. President Teal stated that it is the intention of EBACC to provide Board meeting minutes to the participating municipalities on a monthly basis.

New Business: Council reviewed a letter of request to purchase a police taser (stun gun) from New Cumberland Police Department for use by the East Berlin Police Department at a cost of \$250.00. The letter was signed by Chief Grim for the approval of Council. Secretary McArthur noted that Officer Seitz is properly trained to use a taser and is currently utilizing a borrowed taser. President Teal noted that the New Cumberland Police Department has acquired newer models and has made the prior model available for purchase. *Charles Krall motioned to approve the letter of request; seconded by Andrew Raymond. Motion approved unanimously.*

Correspondence:

- PACOG Spring Newsletter
- Adams County Boroughs Association May Newsletter
- Training and Webinars Available

Donald Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 7:39 PM; seconded by Jason Wood. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council