

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

February 1, 2017

The monthly meeting of the East Berlin Borough Council was held February 1, 2017, 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; James LeVan; and Andrew Raymond

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

**Also Present:** Mayor Keith Hoffman; Solicitor Matthew Battersby; Secretary/Treasurer Darlene McArthur; Barry Cockley; and from East Berlin Area Community Center (EBACC): Robin Heyser; Mark Malinowski; Attorney Timothy Shultis; Karen Wire; and Jack Krenitsky

**Adoption of the Minutes:** The meeting minutes of Council's Session on January 4, 2017, were reviewed. *A motion to approve the minutes was made by Charles Krall; seconded by James LeVan. Motion approved with no dissenting votes.*

**Payment of Bills:** A summary of bills for February totaling \$27,651.13 was reviewed. *Jason Wood motioned to pay the bills for February; seconded by James LeVan. Motion approved with no dissenting votes.*

**Constituents Addressing Borough Council:** None.

**Mayor's Report:** Council reviewed the police report for January.

**Solicitor's Report:** Solicitor Battersby discussed a letter received from Attorney Shultis regarding the EBACC Roof Repair/Replacement Project and proposed lease agreement between EBACC and the Borough. The letter stated appreciation of the Borough's \$25,000.00 donation toward the project with a total cost of \$147,000.00, and requested that the \$50,000.00 loan be offered at zero percent (0%) rather than three percent (3%) as previously offered by the Borough. Regarding the proposed lease agreement, the letter referenced the need for a building inspection to identify potential future repairs and included a detailed quote from ARC Property Services in the amount of \$9,600.00. Robin Heyser, EBACC Board President, explained that the quote from the Borough Engineer was visual inspection only and would not include recommendations or costs of suggested repairs. Solicitor Battersby suggested that the repair needs over the next five (5) years should be considered and that additional quotes should be obtained. Secretary McArthur stated that she would contact Borough Building Inspector Wilbur Slothour for his recommendation, as well as Dean Cornbower, the Borough's insurance agent with Keystone Kunkle Insurance.

Regarding the request for a loan at zero percent (0%) interest, Charles Krall inquired if there could be negotiation. President Teal suggested a possible one percent (1%) or one and one half percent (1½%) interest rate. Solicitor Battersby stated that EBACC is the Borough's property and it is a joint effort. Mr. Krall agreed. *Charles Krall motioned to offer the \$50,000.00 loan for the EBACC roof project at zero percent (0%); seconded by Andrew Raymond. Per roll call vote, the motion was unanimously approved.* Solicitor Battersby inquired of financial support from the other municipalities served by EBACC. Ms. Heyser stated that Hamilton Township has committed \$3,000.00 and the others are undecided.

**Committee Reports:**

**Finance:** Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. President Teal noted that the General Fund shows a slight loss for January but up from last year.

**Streets/ Maintenance:** Andrew Raymond reported that the traffic sign inventory has been completed and that a bulk order of signs and posts to correct noncompliant signs could be spread over a two-year period. Regarding the proposed road improvement project on Stoner Avenue, Liberty Fire Company is planning a garage project on their parking lot beside Stoner Avenue this summer. Road improvements will be delayed until the construction is complete. Mr. Raymond reviewed several issues with the road improvement project for South and Zinn Avenues including ADA sidewalk corners, a property with a fence and shrubs in the South Avenue right-of-way, and drainage/storm pipe issues. A decision will be needed to replace some of the storm pipe during the project. Charles Krall suggested the replacement be included in the project specifications and possibly removed if not warranted or feasible. Mr. Krall asked Secretary McArthur to provide an update on the status of Liberty Fire Company's proposed garage project. Ms. McArthur explained that she spoke on several phone calls with Zoning Officer Robert Thaeler, Borough Engineer Vince Wayne, and Solicitor Battersby to address issues with the project including a possible zoning variance, and the requirement of a land development plan and storm water plan. With input from all involved, the issues were resolved to simplify and minimize the cost of the project for Liberty Fire Company.

**Planning/Zoning:** James LeVan reported that the Zeigler Expansion Project is complete. Council was provided the Planning Commission meeting minutes of December 15th and January 26th.

**Personnel:** James LeVan reported that Gerald Mummert's membership of the Board of the East Berlin Area Joint Authority expired on December 31, 2016. *James LeVan motioned to reappoint Gerald Mummert to the EBAJA Board to a five-year term ending December 31, 2021; seconded by Jason Wood. Motion approved with all in favor.*

**Park and Recreation:** Council was provided the meeting minutes of January 12, 2017. Jason Wood reported that the 2017 Golf for the Park event is scheduled for September 15th.

**Unfinished Business:** None.

**New Business:** In a discussion of the proposed lease agreement between EBACC and the Borough, Robin Heyser and Attorney Shultis noted that even though EBACC does not pay rent, they maintain the building. Ms. Heyser discussed additional upcoming projects after using available funds for the roof repair project.

**Correspondence:**

- Letter with Enclosures from EBACC Regarding Senior Center
- Letter with Enclosures from Senior Center to EBACC Board, copy to Borough Council
- Email from auditor General Regarding Audit of Liberty's Fire Relief Funds
- Adams county Boroughs Association January Newsletter
- Training and Webinars Available

*Jason Wood motioned to adjourn the meeting of the East Berlin Borough Council at 7:51 PM; seconded by Charles Krall. Motion approved with all voting in favor.*

Respectfully submitted,

Darlene McArthur  
Secretary/Treasurer of Borough Council