

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

March 1, 2017

The monthly meeting of the East Berlin Borough Council was held March 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; Donald Dixon; and Andrew Raymond

Members Absent: Catherine Lockey

Also Present: Mayor Keith Hoffman; Solicitor Matthew Battersby; Secretary/Treasurer Darlene McArthur; Robin Heyser; David Richards; Phil Keener; Curt Mathews; and Tom Burger

Adoption of the Minutes: The meeting minutes of Council's Session on February 1, 2017, were reviewed. *A motion to approve the minutes was made by James LeVan; seconded by Andrew Raymond. Motion approved with no dissenting votes.*

Payment of Bills: A summary of bills for March totaling \$26,426.19 was reviewed. James LeVan inquired about the payment to David A. Hoffman. Secretary McArthur explained that Mr. Hoffman is performing survey work for the street paving projects at Stoner Avenue and South and Zinn Avenues. *Charles Krall motioned to pay the bills for March; seconded by Jason Wood. Motion approved with no dissenting votes.*

Constituents Addressing Borough Council: Parks and Recreation Commission Chairman Phil Keener addressed Council to discuss a request from Pat Crawford, a representative of the Gettysburg Flag Football League, to use the Park field for games on Sundays, 8:00 AM until noon, from April through November. Four (4) games would be played each Sunday by eight (8) teams consisting of three (3) seasons and the League would compensate the Park \$800.00 per season for a total of \$2,400.00 for the year. Mr. Keener explained that this is an adult men's league that previously played in Gettysburg, but would like to expand to East Berlin. The Commission expressed their concerns to Mr. Crawford that garbage should be cleaned up, parking must be available when the pavilion is rented, and if the turf is soft or wet, there can be no games. Mr. Crawford agreed to the conditions. Mr. Keener stated that the Commission would allow the games pending a review of the required waiver. In Solicitor Battersby's review of the waiver, he determined that the longer version would be adequate. Mr. Keener noted that the exact location of the games on the Park land has not yet been determined.

Planning Commission Chairman Tom Burger addressed Council to present the 2016 Annual Report on the Commission's activities. Mr. Burger reviewed the report naming projects addressed in 2016 including the Library Expansion, Zeigler Brother's Expansion, and the Pennwood Products Expansion. Mr. Burger noted that the last meeting of the Commission was held at Pennwood Products where they were provided a walk-through of the facility to observe the operations. Mr. Burger stated that he was impressed with the operations and that it was both very interesting and a learning experience. Mr. Burger also reported his walk-through observations of the former Nell's building and described the rundown condition of the interior of the building. There was some discussion of the restriction on the use of the building for any grocery-related business until 2018. The Council thanked Mr. Burger for his report.

Robin Heyser, EBACC Board President, addressed Council to discuss the need for a contract for the Borough's offer to loan fifty thousand dollars (\$50,000.00) to EBACC for the upcoming roof project and noted that the work is scheduled to begin in May. In response to President Teal's inquiry regarding the building inspection, Ms. Heyser stated that she had not heard anything further from Jeff Fertich with Structural Engineering Resources on scheduling the inspection.

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

Solicitor's Report: Solicitor Battersby reported his discussion with the Adams County Commissioners and the Adams County Economic Development Corporation regarding the County's Block Grant Program and explained that the Community Center might qualify as a recipient for much-needed improvements and repairs. Solicitor Battersby explained that East Berlin would be at the top of the list for consideration, and that documentation of necessary projects is needed including building inspection and quotes to provide a total dollar figure in the grant application process. President Teal stated that she would follow up with Mr. Fertich of Structural Engineering Resources and call Paragon for electrical, heating, and plumbing inspection. Solicitor Battersby noted that a meeting should be scheduled with the Block Grant Program coordinator to discuss the application process.

Committee Reports:

Finance: Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts.

Streets/ Maintenance: Andrew Raymond reported that per Robert Meminger, a bulk order of traffic sign supplies is needed to meet PennDOT compliance requirements. The order would be placed with D.E. Gemmill for twenty (20) thirty inch (30") stop signs at a cost of \$575.00. Additional signs and parts will be needed in the future. *Andrew Raymond motioned to place the order for stop signs with D.E. Gemmill; seconded by Charles Krall. Motion approved unanimously.* Mr. Raymond reported that meetings were held with the Borough's PennDOT municipal services representative and with Hoffman Surveying concerning the South and Zinn Avenues street project. Final plans will be reviewed and a bid package will be prepared.

Planning/Zoning: Council Member James LeVan, also a member of the Planning Commission, reiterated Mr. Burger's review of the Pennwood Products tour and stated that he was impressed with the very well-run operation. Mr. LeVan noted the positive economic impact on the Borough of Pennwood's successful operation and employment of approximately one hundred seventy-five (175) workers.

Personnel: James LeVan reported that Mary Beth LeVan's term on the Park and Recreation Commission expired on January 31, 2017. Mrs. LeVan has agreed to serve one (1) more year to assist the Commission, but asked that she be replaced at that time. *James LeVan motioned to reappoint Mary Beth LeVan to a term ending January 31, 2018 on the Parks and Recreation Commission; seconded by Charles Krall. Motion approved with no dissenting votes.*

Park and Recreation: Council was provided the meeting minutes of February 9, 2017.

Unfinished Business: None.

New Business: None.

Correspondence:

- Adams County Boroughs Association Meeting, 3/20, 6:15 PM, Pike's Restaurant, Gettysburg
- Gettysburg Chamber of Commerce March Newsletter
- Adams county Boroughs Association February Newsletter
- Training and Webinars Available

Donald Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 7:40 PM; seconded by Jason Wood. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council