

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

April 5, 2017

The monthly meeting of the East Berlin Borough Council was held April 5, 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; Phil Keener; and Curt Mathews

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

**Payment of Bills:** A summary of bills for April totaling \$32,142.12 was reviewed. *Jason Wood motioned to pay the bills for April; seconded by Charles Krall. Motion approved with no dissenting votes.*

**Constituents Addressing Borough Council:** Parks and Recreation Commission Chairman Phil Keener addressed Council to discuss the \$40,000.00 grant from DCNR requiring 50% matching funds to pave the walking path and install a basketball court. Mr. Keener reported that documents must be submitted to DCNR by May 15th including the Certification of Title document requiring the approval of the Solicitor. Solicitor Battersby stated that he would review and forward the document to Mr. Keener.

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

**Solicitor's Report:** Solicitor Battersby reported that he was able to respond to the Borough's auditor that there are no lawsuits in progress for the first time in many years since the Tucker civil suit against the Borough has been dismissed with no further appeals.

**Committee Reports:**

**Finance:** Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. President Teal reviewed a letter received from the East Berlin Senior Center requesting a donation in the amount of \$1,200.00 to assist with the rental costs of their new location in the Back Room of the Chow Down Restaurant at 130 W. King Street. The rental cost is \$200.00 per month plus \$100.00 per month for utilities. The Borough's donation would cover one third (1/3) of the annual cost. The Senior Center will be relocating from the East Berlin Area Community Center (EBACC) due to a substantial rent increase. *Jason Wood motioned to donate \$1,200.00 to the East Berlin Senior Center; seconded by Andrew Raymond. Motion approved with all in favor.* Charles Krall suggested that purpose of the contribution for relocation should be noted on the face of the check. President Teal reported that the Library has requested a donation equal to the Borough's 2016 donation of \$2,000.00. Library Director Brandt Ensor explained to President Teal that local municipal donations must meet or exceed previous years to qualify for the State allocation of \$26,000.00, although a shortfall could be covered by other municipalities. *Andrew Raymond motioned to donate \$2,000.00 to the Library; seconded by Jason Wood. Motion approved unanimously.*

President Teal reported that quotes were received for inspections at EBACC. A quote was received from Paragon Engineering Services in the amount of \$1,500.00 for electrical, heating, and plumbing inspection, and a quote was received from Structural Engineering Resources (Jeff Fertich) in the amount

of \$1,000.00 for a structural inspections. In the interest of possibly obtaining a Community Block Grant from Adams County, the Council Members of the Maintenance Committee approved the quotes to be ratified by Council. *Charles Krall motioned to approve the quoted inspections for EBACC; seconded by Jason Wood. Motion approved with no dissenting votes.*

**Streets/ Maintenance:** Andrew Raymond reported snow cleanup expenses from March 14th and 15th, and noted that snow removal equipment is being cleaned and stored. Final revisions are in process for the road rebuilding plan for South and Zinn Avenues and should be complete by next week if the remaining issues can be resolved. Four (4) quotes have been received to replace the back entrance door and door frame in the garage damaged during a break-in last year. Replacing the front and rear door locks is also part of the project. Markle Security Services was awarded the contract for the lowest bid including replacing the locks. Information on video security systems was obtained from two (2) local vendors. Purchasing and installing two (2) to three (3) cameras, a recording device, and connection to our computer network would cost between \$1,800.00 and \$2,200.00. No decision has been made.

**Planning/Zoning:** James LeVan reported that the Land Development Plan for the Pennwood Products Warehouse Expansion Project will go before Council for final approval at the next meeting on May 3rd.

**Personnel:** James LeVan reported that Planning Commission Member John Schlaline's term expired on March 31st and requested a meeting of the Personnel Committee for review. Mr. LeVan reported that a Borough resident has submitted an application for membership noting interest in the Parks and Recreation Commission, Planning Commission, and Zoning Hearing Board. Mr. LeVan read the extensive qualifications listed on the application and stated that this will also be reviewed by the Personnel Committee.

**Park and Recreation:** None.

**Unfinished Business:** None.

**New Business:** President Teal presented Resolution 4-2017-1 in response to a request for on-street handicapped parking at 200 Harrisburg Street. The Resolution would also approve existing on-street handicapped parking spaces at Liberty Fire Company on Locust Street and East Berlin Chiropractic on W. King Street. *Charles Krall motioned to adopt Resolution 4/2017/1; seconded by Jason Wood. Motion approved with all in favor.* President Teal reported that an amended engineering services agreement was received from Buchart Horn. The amendment increases the annual retainer fee from \$1,000.00 to \$2,000.00 and no longer includes the monthly workshop meetings as part of the retainer. Council tabled a decision on the amended service agreement.

**Correspondence:**

- Gettysburg Chamber of Commerce April Newsletter
- Adams county Boroughs Association March Newsletter
- Training and Webinars Available

Charles Krall reported that Trinity Church will be purchasing the adjoining abandoned and dilapidated property at 115 W. King Street and intends to raze the building.

*Donald Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 7:45 PM; seconded by James LeVan. Motion approved with all voting in favor.*

Respectfully submitted,

Darlene McArthur  
Secretary/Treasurer of Borough Council