

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

September 6, 2017

The monthly meeting of the East Berlin Borough Council was held September 6, 2017, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

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

Members Absent: President Roberta Teal; and Catherine Lockey

Also Present: Mayor Keith Hoffman; Solicitor Matthew Battersby; Secretary/Treasurer Darlene McArthur; David Richards

Adoption of the Minutes: The meeting minutes of Council's Session on August 2, 2017, were reviewed. *A motion to approve the minutes was made by Donald Dixon; seconded by Charles Krall. Motion approved with no dissenting votes.*

Payment of Bills: A summary of bills for September totaling \$37,170.35 was reviewed. Vice President LeVan noted that the bills contain the once annual payment for employee life insurance to Nationwide Insurance in the amount of \$1,113.00. Secretary McArthur stated that this is a significant savings over the previous policy with Kansas City Life. In response to Donald Dixon inquiry of the payment to Alpha Space Control for crosswalk painting in the amount of \$5,446.60, Secretary McArthur stated that the quoted cost was approved by Council and includes additional crosswalks behind Zwingli Church. Charles Krall stated that the bills include a payment to Keystone Alarm Services for the installation of security video cameras at a cost of \$1,800.00, and explained that both he and Police Chief Terry Seitz can access the live feed through remote devices. The purchase included a camera for the sewer treatment facility for an additional \$350.00 paid by the Joint Authority. It was noted that the resolution of the video is exceptional and the system will hold thirty (30) days of footage. *Jason Wood motioned to pay the bills for September; seconded by Charles Krall. Motion approved unanimously.*

Constituents Addressing Borough Council: David Richards informed Council that the roof project at the Community Center is complete except for the flashing to be installed, and reported that the roof is no longer leaking. The total cost of the project is \$146,980.00.

Mayor's Report: Council reviewed the police report for the month of August. Mayor Hoffman reported that Colonial Day will be held this Saturday, September 9th.

Solicitor's Report: Nothing to report.

Committee Reports:

Finance: Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. It was noted that the Borough's finances are doing very well this year thus far.

Streets/ Maintenance: Council reviewed the Maintenance Report. A quote was received from East Berlin Excavating to install a new inlet top at the storm basin inlet at 291 Hillside Drive for \$1,355.00. The Borough would purchase and transport the inlet top from Monarch Products for \$165.00. *Charles Krall motioned to approve the quote from East Berlin Excavating; seconded by Andrew Raymond. Motion approved with all in favor.* Regarding the recent pavement restoration project at South and Zinn Avenues, Donald Dixon inquired why the width of Zinn Avenue is inconsistent from one end to the other. Council encouraged Mr. Dixon to discuss this with Robert Meminger.

Planning/Zoning: The Planning Commission meeting minutes of July 27th were provided to Council. Vice President LeVan reported that there was no new business at the August 24th meeting. Regarding the proposed use of the former Nell's building as an indoor storage facility, the Commission expressed their support to find a viable use of the property after remaining basically vacant for many years.

Personnel: Vice President LeVan reported that Doug Sheaffer's membership with the Parks and Recreation Commission will expire on September 30th. He will be asked if he wishes to continue in this position.

Park and Recreation: The meeting minutes of August 10th were provided to Council. Jason Wood reported that the annual golf tournament is scheduled for September 15th.

Unfinished Business: Charles Krall reported that he, Roberta Teal, and James LeVan met with Zoning Officer Robert Thaeler to discuss the requested zoning ordinance amendment from the owner of the former Nell's building to allow an indoor storage facility in the Borough Core (BC) District. As previously discussed, all concerns must be addressed including building and fire safety codes per the Pennsylvania Department of Labor and Industry, and that only existing buildings of at least twenty thousand (20,000) square feet, as of the date of approval, would qualify. It was also decided to allow two (2) ground level entrances per every ten thousand (10,000) square feet. Mr. Thaeler will provide an amendment ordinance for Council review at no cost to the Borough. It was noted that the fee to the requestor is \$500.00 for a zoning ordinance amendment.

New Business: A transmittal memo of the 2018 Minimum Municipal Obligation (MMO) for the Borough's Pension Plans was provided to Council. *Jason Wood motioned to accept the transmittal memo; seconded by Charles Krall. Motion approved with no dissenting votes.* Council reviewed Change Order No. 1 for the South and Zinn Avenues Pavement Reconstruction Project reducing the total cost from \$76,032.00 to \$52,940.68. It was noted that less paving material was needed than estimated. *Jason Wood motioned to accept Change Order No. 1; seconded by Andrew Raymond. Motion approved unanimously.* Regarding the building permit fee for the Pennwood Products Warehouse Expansion Project, Charles Krall presented Resolution No. 9-2017-3 amending Chapter 20, §24 Fees for Building Permits. The Resolution differentiates significantly large building projects or expansions from building projects of average or typical size to enforce a reasonable and justifiable fee. It was noted that the Municipalities Planning Code urges that all fees be reasonable and justifiable. The Resolution states that proposed construction of 5,000 square feet or less would cost thirty cents (.30) per square foot, and proposed construction of more than 5,000 square feet would cost a flat rate of \$1,500.00. The Pennwood Expansion Project is over 20,000 square feet. *Charles Krall motioned to approve Resolution No. 9-2017-3; seconded by Donald Dixon. Per roll call vote, all Members of Council approved the motion.*

Correspondence:

- Gettysburg Chamber of Commerce September Newsletter
- Adams County Boroughs Association Meeting, 9/18 at 6:15 PM, Pike Restaurant, Gettysburg
- Donation Request from Adams County SPCA
- Training and Webinars Available

Andrew Raymond inquired of the deteriorating status of the vacant property at 115 W. King Street. Secretary McArthur stated that Trinity Church is in the process of purchasing the property and removing the structure but there has apparently been a delay.

Charles Krall motioned to adjourn the meeting of the East Berlin Borough Council at 7:53 PM; seconded by Jason Wood. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council