

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

**Call to Order:** The regularly scheduled monthly meeting of the East Berlin Borough Council began with the Pledge of Allegiance at 6:00 PM, led by Council President Chris Warner, on Wednesday, December 10, 2025 at the East Berlin Borough Hall.

**Members Present:** Chris Warner, Roberta Teal, Judith Salomon, Robert Larson, Charles Philips, Heather Gentzler, Gregory Green and Mayor Stephanie Haley.

**Jr. Council Member:** Layna Lowry

**Members absent:** none

**Also Present:** Solicitor Matt Battersby and Administrator/Treasurer Cindy Smith

**Approval of Agenda:** Roberta Teal motioned for approval, seconded by Gregory Green. Motion carried.

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**Solicitor's Report:**

- The Solicitor presented a Draft Noise Ordinance for consideration and continued conversation in the upcoming year.
- The Solicitor acknowledged that he and the Administrator will be working on updates to the fee schedule regarding the Chicken Ordinance in the upcoming year.
- The Solicitor will be reviewing the Rental Property Ordinances and associated documents as indicated in the November meeting minutes.

**Chris Warner Council President & Emergency Management Coordinator:**

- Emergency Management Report reviewed at Council's leisure.
- Emergency Services Report reviewed at Council's leisure.
- Fire Department Financial Reporting reviewed at Council's leisure

**Administrator's Report:**

- Council acknowledged receipt of the Borough Engineer's Report dated November 12, 2025.
  - Item 1b: Roberta Teal motioned to accept the Time Extension for the Pennwood Products Preliminary Subdivision Plan, extending the action deadline to April 30, 2026. Seconded by Heather Gentzler. Motion carried.
  - The remainder of the report was reviewed by at Council's leisure.
- Council acknowledged that Erik Vranich Keller Engineer and Nick Schaefer Trans Associates Traffic Engineer await John Schlaline Planning Commission Chairman to coordinate the approved traffic education meeting dates and times.
- Council acknowledged an e-mail from Rob Thaeler Zoning Officer regarding Pennwood Land Development planning.
- Council acknowledged the 2025 Budgeted Donations have been made and are reflected in the November bills paid report.
- Council acknowledged that the Administrator/Treasurer will be working with Richard Finkenbinder regarding payroll accounting and QuickBooks Pro assistance due to the resignation of RKL, LLP.
- Council acknowledged that the Maintenance Department will require a new computer in January 2026 due to the fact the current hardware is obsolete.
- Council acknowledged that the DRAFT Re-Organizational Meeting Agenda for January 5, 2026 is satisfactory as presented.
- Tori Berwager Morning Hour Chapel presented the Easter Berlin Egg Hunt as March 28, 2026 with a rain date of April 4, 2026 to be held at the East Berlin Area Community Center. Council concurred.

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**Approval of Minutes**

- Roberta Teal motioned to accept the November 12, 2025, Special Meeting Minutes regarding Personnel and Staffing matters. Seconded by Heather Gentzler. **Motion carried.**
- Charles Philips motioned to accept the November 12, 2025, Regular Meeting Minutes. Seconded by Roberta Teal. **Motion carried.**

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**Committee Reports:****Finance: Roberta Teal:**

- Council acknowledged receipt of the **Profit & Loss Statement** and the **Summary of Accounts**.
- Roberta Teal motioned to pay the November bills in the amount of **\$47,650.93** from all accounts, which included the **2025 Annual Budgeted donations**. Seconded by Gregory Green. Motion carried.

**Chris Warner - Personnel:**

- None.

**Mayor:**

- The Mayor thanked Pennsylvania State Police (PSP) for patrolling during the annual East Berlin Turkey Trot and presented her general report.
- Jr. Council Member Layna Lowry verbally presented the activities report from “The BERM” – Bermudian Spring High School.

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**Constituents / Guests Present**

- **John Schlaline:** Stated he is pleased the Council is considering an enforceable Noise Ordinance. He noted that in his capacity as Planning Commission Chairman, he attended the Trump Property inspection alongside Rob Thaeler (Zoning Officer), Miah Gresh (Adams County Office of Planning & Development), and Craig Shaffer (Ordinance Officer). The group was escorted by two Pennsylvania State Police Officers.
- **Jeb Anderson:** Resident
- **John Spangler:** Gettysburg Times

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**Adjournment:** Roberta Teal motioned to adjourn at 6:39 PM, seconded by Robert Larson. Motion carried.**Respectfully submitted,**

Cindy Smith Administrator / Treasurer