

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 7:00 PM led by James LeVan, Council President on Wednesday, December 13, 2023, at the East Berlin Borough Hall.

**Members Present:** James LeVan, Roberta Teal, Charles Krall, Chris Warner, Judith Salomon, Heather Gentzler, and Mayor Stephanie Haley

**Members Absent:** Donald Dixon

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

**Approval of Agenda:** Roberta Teal motioned approval, second by Heather Gentzler. Motion carried.

**Solicitor's Report:**

- Solicitor Battersby stated that the Zoning Ordinance Text Amendment Hearing two-of-two will be held on February 14, 2023 at 6:45 PM.

**Administrator's Report:**

- Council acknowledged receipt of the Engineer's Report dated December 13, 2023. As noted, item #4 - Judy Salomon and John Schlaline are continuing to meet with Erik Vranich, Engineer regarding traffic studies within the Borough  
As noted, item #5 -Roberta Teal motioned to request Trans Associates complete the review of Pennwood Products Traffic Scoping Application S0820230073, second by Judith Salomon. Motion carried.
- Roberta Teal motioned to request Craig Shaffer Borough Maintenance to correct / rectify as directed by the Borough Insurance Providers that the relief water piping from the boiler be redirected, as noted in Survey Results – 4X16892, second by Chris Warner. Motion carried.

**Approval of the Minutes:**

- Roberta Teal motioned to accept the November 8, 2023 Meeting Minutes, second by Heather Gentzler. Motion carried.

**Committee Reports:**

**Finance: Roberta Teal:**

- Council acknowledged receipt of the **Profit & Loss Statement** as well as the **Summary of Accounts**.
- Roberta Teal motioned to pay the **November** bills in the amount of **\$ 51,942.74**, second by Judith Salomon. Motion carried.
- Roberta Teal motioned to approve the 2024 Budget as presented with all donations pending. She noted the 2024 Budget would not require a Borough Tax increase, second by Judith Salomon. By roll call vote, motion carried.

**Personnel – James LeVan:**

- Roberta Teal motioned re-appointment Jody Schetterlein to the Parks and Recreation Commission for an addition 3-year term.
- Roberta Teal motioned the retroactive appointment of Chris Warner to the Planning Commission which would commence on January 1, 2023, second by Heather Gentzler. Motion carried.
- Charles Krall motioned to reappoint Roberta Teal to the EBAJA for an additional 5-year term, second by Heather Gentzler. Motion carried.

**Mayor Haley read / reported on the following:**

- Review of the Police Report(s)
- Speed Sign Report
- Ordinance Officer Report
- Mayor's Report

**Chris Warner presented the following reports:**

- Emergency Management Report.
- Emergency Services Report

**Constituents / Guests:**

- Thomas Locard introduced himself as the new owner of 211 Schoolhouse Lane. He thanked the Council and Mayor for their patience with the vast clean-up of the property. He also offered his construction services to the Borough as needed.
- Curvin Dennis inquired regarding line-item number 331.000 being an income or expense line item. He also noted his disagreement with the proposed Commercial District Text Amendment as stated during the 6:45 PM Hearing.
- John Schlaline thanked retiring Council Members James Levan, Charles Krall and Donald Dixon (unable to attend) for their service to the Borough.
- Rob Larson
- Corey Muser

**Correspondence: James LeVan**

- Training and webinars available

**Closure**

Chris Warner motioned to adjourn the meeting at 7:48 PM, second by Charles Krall. Motion carried.

Respectfully submitted,  
Cindy Smith,  
Administrator / Treasurer