

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

January 2, 2024 – Reorganization and Regular Meeting

**Call to Order:**

The monthly meeting of the East Berlin Borough Council was held January 2, 2024, at the East Berlin Borough Hall. The meeting was opened by Mayor Stephanie Haley with the Pledge of Allegiance at 7:00 PM.

**Members Present:** Chris Warner, Robbie Teal, Judith Salomon, Heather Gentzler, Charles Philips and Mayor Stephanie Haley

**Members Absent:** Gregory Green, Robert Larson

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

**Oath of Office:** Mayor Stephanie Haley swore in Robbie Teal and Charles Philips. The signed Oaths and Affidavit of Residency documents will be on file.

**Nomination of Officers:** Robbie Teal nominated Chris Warner for the office of Council President, second by Heather Gentzler. Charles Philips nominated Judith Salomon for Council President with no second. Chris Warner nominated Robbie Teal for the office of Council Vice President, second by Heather Gentzler. Robbie Teal nominated Judith Salomon for the office of Council President Pro-Tem, second by Heather Gentzler. Motion carried. President Chris Warner took the Chair and thanked the Council.

**Approval of Agenda:** Motion by Judith Salomon second by Heather Gentzler. Motion carried.

**Committees Appointments / Reorganizations:**

- Personnel – Chris Warner, Heather Gentzler, Judith Salomon
- Finance – Robbie Teal, Heather Gentzler and Judith Salomon
- Planning & Zoning – Chris Warner, Judith Salomon, Charles Philips
- Parks & Recreation – Stephanie Haley, Robert Larson, Gregory Green

**Staff and Professional Appointments:**

Robbie Teal motioned that the following fulfill the Staff / Professional Appointments by Omnibus motion and was second by Heather Gentzler. Motion carried.

- Borough Solicitor - Matt Battersby
- Zoning Hearing Board Attorney - Victor Neubaum
- Engineer - Keller Engineers
- Borough Sewage Enforcement Officer – Keller Engineers, Bryan Leese
- Building Code Official (BCO) - Wilbur Slothour
- Zoning Officer - Adams County Office of Planning & Development - Rob Thaeler
- Ordinance Officer - Wayne Smith

**Solicitor's Report:**

The Solicitor reminded the Council of the Zoning Text Amendment Hearing number two of two to be held on February 14, 2023 at 6:45 PM.

**Resolution to Appoint Bank Signers:**

A motion was made by Roberta Teal to accept Resolution 1-2024-1, Appointing Bank Signers, The Signers will be Members of the Finance Committee as follows: Robbie Teal, Heather Gentzler, Judith Salomon and Administrator/Treasurer Cindy Smith; second by Heather Gentzler. Motion carried.

**2024 Fee Schedule:** Robbie Teal motion to accept the 2024 Fee Schedule as presented with no updates from 2023 at this time, second by Judith Salomon. Motion carried.

**Appointment:** Robbie Teal motioned for appoint of Phil Keener (recommended by the 2023 Personnel Committee) as an Alternate on the Zoning Hearing Board, second by Heather Gentzler. Motion carried.

**Approval of the Minutes:**

Robbie Teal motioned to accept the December 13, 2023 Zoning Text Amendment Hearing Meeting Minutes, second by Judith Salomon with minor correction. Motion carried.

Robbie Teal motioned to accept the December 13, 2023 Regular Meeting Minutes, second by Heather Gentzler with minor correction. Motion carried.

**Committee Reports:**

**Finance: Roberta Teal**

- Council acknowledged receipt of the Profit & Loss Statement as well as the Summary of Accounts.
- Robbie Teal motioned to pay the December bills totaling \$ 18,906.69, second by Judith Salomon. Motion carried.
- With acknowledgment from Solicitor Battersby, Robbie Teal motioned to transfer \$15,000.00 from the General Account to the General Reserve Account, second by Heather Gentzler. Motion carried.

**Constituents / Guests:**

James LeVan former Council President expressed his pleasure in serving the Borough for the past 12 years and mentioned his particular enjoyment as a Personnel Committee member. He also reviewed a speech by Dwight D. Eisenhower regarding holding a Public Office.

**Correspondence:**

- Training and Webinars available

The next Regular Council Meeting is scheduled for February 14, 2024, 7 PM at the Borough Hall.

Roberta Teal motioned to adjourn the meeting at 7:46 PM; with a second by Heather Gentzler. Motion carried.

Respectfully submitted,  
Cindy Smith,  
Administrator / Treasurer