

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

January 5, 2026– Reorganization and Regular Meeting

Call to Order:

The monthly meeting of the East Berlin Borough Council was held January 5, 2026, at the East Berlin Borough Hall. The meeting convened by Mayor Stephanie Haley with the Pledge of Allegiance at 6:00 PM.

Members Present: Robert Larson, Roberta Teal, Judith Salomon, Gregery Green, Heather Gentzler, Charles Philips, Anna DeVita and Mayor Stephanie Haley

Members Absent: Junior Council Layna Lowry

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

Oath of Office: Mayor Stephanie Haley swore in Judith Salomon and Heather Gentzler. The signed Oaths and Affidavit of Residency documents will be on file.

Nomination of Officers:

- Charles Philips nominated Judith Salomon for the office of Council President, second by Anna DeVita. Judith Salomon withdrew her name for nomination of President and nominated Robert Larson, second by Gregery Green. By roll call vote, motion carried.
- Charles Philips nominated Judith Salomon for the office of Council Vice-President, second by Robert Larson. Gregery Green nominated Roberta Teal for Council Vice-President, second by Heather Gentzler. Judith Salomon withdrew her name for nomination of Vice-President. By roll call vote motion carried.
- Roberta Teal nominated Judith Salomon for the office of Council President Pro-Tem, second by Heather Gentzler. By roll call vote, motion carried.
- President Robert Larson took the Chair and thanked the Council.

Approval of Agenda: Gregery Green motioned, second by Roberta Teal. Motion carried.

Committees Appointments / Reorganizations:

Robbie Teal motioned that the following fulfill the Committee Appointment / Reorganizations by Omnibus motion, second by Gregery Green. Motion carried.

- Assignment of Committee Members:
 - Parks & Recreation -
 - Robert Larson
 - Mayor Stephanie Haley
 - Anna DeVita
 - Planning Commission -
 - Judith Salomon
 - Charles Philips
 - Chris Warner – Emergency Management Coordinator
 - Personnel -
 - Judith Salomon
 - Heather Gentzler
 - Robert Larson
 - Finance -
 - Roberta Teal
 - Judith Salomon
 - Heather Gentzler

Staff and Professional Appointments:

Robbie Teal motioned that the following fulfill the Staff / Professional Appointments by Omnibus motion, second by Judith Salomon. 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) – James Zerfing Middle Department Inspection Agency
- Zoning Officer - Adams County Office of Planning & Development - Rob Thaeler
- Ordinance Officer – Craig Shaffer

Solicitor's Report:

Gregery Green motioned to award the Residential Refuse Bid to Waste Connections, sole bidding entity (effective 04/01/2026), second by Roberta Teal. Motion carried.

Approval of the Minutes:

- Roberta Teal motioned to accept the December 10, 2025 Regular Meeting Minutes, second by Gregery Green. Motion carried.

Resolution to Appoint Bank Signers:

- Judith Salomon motioned to accept Resolution 1-2026-1, 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 Gregery Green. Motion carried.

2026 Fee Schedule:

- Roberta Teal motion to accept the 2026 Fee Schedule as presented, second by Judith Salomon. Motion carried.

Washington Township Mutual Aid Agreement:

- Charles Philips motioned to accept the annually updated Washington Township Mutual Aid / Agreement for Fire Protection, second by Judith Saomon. 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 December bills totaling \$13,166.71, second by Gregery Green. Motion carried.

Mayor's Reporting –

- Mayor thanked the Pennsylvania State Police (PSP) for their service during Chief Terry Seitz absence of the past few months. The Mayor is planning a follow-up debriefing meeting with PSP in the next few days.
- Chief Seitz is scheduled to return January 19, 2026.

Chris Warner Emergency Management Coordinator (EMC) –

- Plans are in place to have Hyper-Reach operational for the Borough (going live) by February 1, 2026.
- Robert Larson presented the EMC with a Thank You from the Lions Club for his service assisting with taking down the Christmas Lanterns on January 3, 2026.

Guest Speaker –

- Glen Jansen Northeast Adams Fire & EMS presented a DRAFT/SAMPLE - Resolution for Council's consideration and support in conjunction with future grant opportunities. Mr. Jensen stated there are no implied matching fund obligations. Charles Philips indicated his support of the Resolution.

Constituents / Guests:

- Glenn Jansen representing Northeast Adams Fire & EMS activities
- Neil Clifford of Reading Township seeking nomination as the interim appointed State Representative for the upcoming Special Election March 17, 2026.
- John Schlaline Planning Commission Chairman

Roberta Teal motioned to adjourn the meeting at 6:42 PM; with a second by Gregery Green. Motion carried.

Respectfully submitted,

Cindy Smith, Administrator / Treasurer