

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

Call to Order: The monthly meeting of the East Berlin Borough Council was opened with the Pledge of Allegiance at 7 PM by James LeVan, Council President on Wednesday, May 11, 2022, at the East Berlin Borough Hall.

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

Members Absent: none

Also Present: Solicitor Matthew Battersby and Secretary/Treasurer Cindy Smith

Approval of Agenda: Charles Krall motioned approval second by Chris Warner. Motion carried.

Executive Session: none

Solicitor Battersby's Report:

- Roberta Teal motioned to accept the updated Resolution 05-2022-02, Handicapped Parking Spaces as presented by the Solicitor, second by Charles Krall. Motion carried.

Constituents / Guests –

- None

Approval of the Minutes: Roberta Teal motioned to accept the April 13, 2022, Meeting Minutes, second by Charles Krall with minor grammatical corrections. Motion carried.

Mayor's Report:

- The Speed Sign report was reviewed by Mayor Haley.
- The April 2022 Borough Police report was presented by Mayor Haley.

Committee Reports:

Finance: Roberta Teal

- Council acknowledged receipt of the Profit & Loss Statement as well as the Summary of Accounts.
- Chris Warner motioned to pay the April bills totaling \$22,209.92, second by Judy Salomon. Motion carried.

Chris Warner – read and reviewed the following:

- Donald Dixon motioned to approve the updated Emergency Operations Plan as presented, second by Roberta Teal. Chris Warner abstained from voting. Motion carried.
- Charles Krall motioned to approve the updated Fire Box area as presented, second by Donald Dixon. Motion carried.
- Charles Krall deferred action to the Planning Commission for review and formal comment regarding the proposed one-way street and speed limit signage study for South Avenue from Abbottstown Street to Second Street and also Zinn Avenue from South Avenue to Locust Street. Upon receipt of the formal comment from the Planning Commission, the Council will further discuss this study.
- Maintenance / Streets – Borough Maintenance Report provided by Bob Meminger
- Planning / Zoning – Planning Commission Minutes
- Emergency Management Report
- Emergency Services Report

Personnel:

- Charles Krall motioned to appoint Edward Robins as an alternate Planning Commission member with a term ending December 31, 2023, second by Roberta Teal. Motion carried.
- Charles Krall motioned to authorize James LeVan to edit the full-time Maintenance Position description as needed and instruct the Secretary / Treasurer to advertise the description as necessary, second by Judy Salomon. Motion carried.

Parks and Recreation:

- Roberta Teal requested that the draft Park Rental Form prepared by the Parks and Recreation Commission include language stating the park is open from dawn to dusk. Once the form has been updated by the Parks and Recreation Commission, the Council will further discuss the matter.

Correspondence:

- Training and Webinars available
- Council acknowledged receipt of the Thank You letter from SPCA Contribution in Memory of Darlene McArthur.

The next meeting is scheduled for June 8, 2022, 7 PM at the Borough Hall.

Donald Dixon motioned to adjourn the meeting at 8:18 PM; with a second by Roberta Teal. Motion carried.

Respectfully submitted,
Cindy Smith,
Secretary / Treasurer