

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 Chris Warner, Council President on Wednesday, May 8, 2024, at the East Berlin Borough Hall.

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

**Members Absent:** Gregory Green

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

**Approval of Agenda:** Roberta Teal motioned approval, second by Judy Salomon. Motion carried.

**Presentation:** Katie Avery Northeast Adams Fire & EMS accepted the donation of \$60,000 from the Borough. The donation was presented by Chris Warner, Council President & Borough Emergency Management Coordinator.

**Guest Speaker:** Warren Bladden Adams County Emergency Services Director spoke regarding the expectations of Borough Council Members & the Mayor to complete National Incident Management System (NIMS) courses, number(s) IS 700, 800, 100 & 200.

**Solicitor's Report:**

- The Solicitor reviewed the May 2024 Engineers report. In regards to item(s):
  - Number 1 – Robbie Teal motioned to authorize advertisement of the ADA Improvement project for the bid, second by Heather Gentzler.
  - Number 2 – Charles Philips motioned to send a letter of support to PennDOT regarding Traffic Signal Upgrade, second by Judy Salomon.
  - Number 5 – Robbie Teal motioned to accept the 90-day letter of time extension from Berlin Rentals LLC extending the Land Development Plan action deadline to August 20, 2024, second by Judy Salomon.

**Administrator's Report:**

- Council acknowledged receipt of the Borough Maintenance Report.

**Planning Commission:**

- Land Development Plan extension discussed under Solicitor's report earlier in the meeting.

**Approval of the Minutes:**

- Judith Salomon motioned to accept the April 10, 2024, Meeting Minutes second by Charles Philips. 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 April bills in the amount of **\$ 36,948.71.**, second by Judith Salomon. Motion carried.

**Chris Warner presented the following reports:**

- Emergency Management Report.
- Emergency Services Report
- Chris Warner presented Promulgation 05-2024-04 regarding Emergency Operation Planning. Robbie Teal motioned approval of said Promulgation, second by Rob Larson. Motion carried.
- Chris Warner presented Resolution 05-2024-05 regarding Emergency Operation Planning. Robbie Teal motioned approval of said Resolution, second by Heather Gentzler. Motion carried.

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

- Review of the Police Report(s)
- Speed Sign Report
- Mayor's Report
- Robbie Teal motioned to extend the Park Hours on December 8<sup>th</sup> for "Movie Night in the Park.", second by Robert Larson. Motion carried.
- Robbie Teal motioned to officially set the date of Halloween for October 31<sup>st</sup> in the Borough from 6 -8 PM, second by Heather Gentzler. Motion carried.

**Personnel – Chris Warner:**

- Judith Salomon motioned to transition the part-time contractors, Samuel Haley and Thomas Teal into part-time employee positions effective immediately, second by Heather Gentzler. Motion carried. Roberta Teal recusing herself.

**Executive Session:**

- Regarding personnel matters / salary adjustment of the Administrator / Treasurer 8:21 PM – 8:30 PM.

**Executive Session Decision**

- Judith Salomon motioned a pay-scale adjustment / increase effective payroll number 23 / June 1, 2024 to the amount of \$65,000 annually for the Administrator / Treasurer, second by Robert Larson. By roll call vote, motion carried.

**Constituents / Guests Present:**

- Warren Bladen
- Katie Avery, Northeast Adams Fire& EMS
- Michael Cooper-White, Gettysburg Times

**Correspondence: Chris Warner**

- Training and webinars available

**Closure**

Heather Gentzler motioned to adjourn the meeting at 8:32 PM, second by Robert Larson. Motion carried.

Respectfully submitted,  
Cindy Smith,  
Administrator / Treasurer