

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, November 13, 2024, at the East Berlin Borough Hall.

Members Present: Chris Warner, Roberta Teal, Robert Larson, Charles Philips, Judith Salomon, Heather Gentzler, Gregory Green and Mayor Stephanie Haley.

Members Absent: none

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

Approval of Agenda: Roberta Teal motioned approval, second by Gregory Green. Motion carried. The agenda was shifted to allow public comment earlier in the meeting.

Solicitor's report:

- Gregory Green granted the Solicitor permission to amend the Kuhn's Woods Grant application / documents, second by Charles Philips. Motion carried.

Administrator's Report:

- Council acknowledged receipt of the Borough Engineers Report dated November 13, 2024.
 - Regarding item #1B of the report: Judith Salomon motioned to review the Pennwood Products Land Development Plan per normal procedures with the exception to Stormwater Management Planning which will be reviewed during the Hamilton Township planning portion, second by Charles Philips. Motion carried.
- Council acknowledged that the Administrator's continuing attendance at County and Borough's Association meetings.
- Robert Larson requested updates to "The Committee Application". Council concurred.
- Discussions were held on various line items of the Draft 2025 Budget including increasing the number of electronic speed signs within the Borough from one to three units as budgeting allows. Council concurred to take advantage of the three-year sign monitoring subscriptions discounts that are offered through the speed sign vendor.
- Council received the East Berlin Firemen's Relief Fund Assoc. State Audit Findings Report and Northeast Adams Fire and EMS financial reporting for review at their leisure.
- Council received the Planning Commission Reports / Activities for review at their leisure.

Approval of Minutes:

- Charles Philips motioned to accept the October 9, 2024 Meeting Minutes, second by Robert Larson. Motion carried.

Committee Reports:

Finance: Roberta Teal:

- Council acknowledged receipt of the **Profit & Loss Statement** as well as the **Summary of Accounts**.
- Gregory Green motioned to pay the October bills in the amount of **\$18,268.25**, second by Judith Salomon. Motion carried.

Chris Warner presented the following reports:

- Emergency Management Report
- Emergency Services Report

Mayor Haley read / reported on the following:

- Review of the Police Report(s)
- Speed Sign Report
- Ordinance Officer update / report
- Parks & Recreation update
- Mayor's Report
- Presented as an example the Coudersport PA Borough sidewalk agreement.
- Mayor Haley introduced and swore in Jr. Council Members Jay Rotharmel and Maria Eichelberger.

Personnel – Chris Warner:

- Roberta Teal motioned to approve Vera Krall as an East Berlin Area Joint Authority (EBAJA) Board Member retroactively October 1, 2024 through December 31, 2024 with reappointment necessary January 2025, second by Gregory Green. Motion carried.

Correspondence: Chris Warner –

- Training & webinars available

Constituents / Guests Present:

- Evan Cashman disagrees with further expenditures of Borough funds / maintenance resources until the “in-town park” is completed and properly maintained. Improvements at Kuhn’s Woods would divert focus / resources thereby delay the objective of completing the “in-town park”.
- Cory Lease – Northeast Adams Fire & EMS (NAFE) requested a donation for the Fire Department
- Glenn Janson - Northeast Adams Fire & EMS (NAFE)
- Eva Hanlin
- Maria Eichelberger
- Jay Rotharmel
- Casey Rotharmel
- Jack Rotharmel
- John Schlaline
- John Spangler – Gettysburg Times
- JWN – NYB (name not legible)

Executive Session:

- Regarding the Draft Budget as related to annual pay increases for Borough Staff Members 8:03 PM – 9:05 PM.

Executive Session Decision

- Outcome of the Executive Session:
 - Roberta Teal motioned an additional 2024 donation to the Northeast Adams Fire Department of \$10,000, second by Gregory Green. By roll call vote motion carried with Charles Philips abstaining.
 - Roberta Teal motioned a five percent annual increase to the Chief of Police, second by Gregory Green. Roll call vote with two in opposition.
 - Roberta Teal motioned a five percent annual increase to Craig Shaffer Maintenance, second by Judy Salomon. Motion carried.
 - Roberta Teal motioned a six percent annual increase to Scott Schuchart, second by Judy Salomon. Motion carried.
 - Raises noted above will be reflected in the updated 2025 Draft Budget for final budget approval on December 11, 2025.

Closure:

Roberta Teal motioned to adjourn the meeting at 9:09, second by Gregory Green. Motion carried.

Respectfully submitted,

Cindy Smith, Administrator / Treasurer