

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 James LeVan, Council President on Wednesday, October 12, 2022, at the East Berlin Borough Hall.

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

**Members Absent:** Heather Gentzler

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

**Approval of Agenda:** Roberta Teal motioned approval. second by Chris Warner. Motion carried.

**Solicitor Battersby's Report:**

- Solicitor Battersby presented the previously approved East Berlin Area Community Center Lease Agreement which included pertinent updated language for signature by James LeVan, Council President.
- Solicitor Battersby is continuing to monitor the State Worker's Insurance Fund (SWIF), Worker's Compensation insurance policy cancelation for the paid ambulance company. This is necessary to complete cancellation of the current State Worker's Insurance Fund (SWIF) coverage paid by the Borough.

**Resolution Adoption:**

- Roberta Teal motioned to adopt **10-2022-09 Act 57 regarding Tax Collection**, second by Donald Dixon. Motion carried.
- Roberta Teal motioned to adopt **10-2022-08 Parks and Recreation Kuhns Woods Grant**, second by Chris Warner. By roll call vote 2 no / 4 yes. Motion carried.
- Chris Warner motioned to adopt **10-2022-07 Emergency Operation Planning** and associated Promulgation, second by Charles Krall. Motion carried.

**Constituents / Guests:**

- John Schlaline Planning Commission Chairman reported that Ed Robbins has resigned from Planning Commission and requested that the Personnel Committee pursue a replacement. Lee-Ann Brown had previously applied as an Alternate Planning Commission member. John requested that the personnel committee consider her.
- Darrin Youker Parks & Recreation Commission Member spoke regarding **Resolution 10-2022-08**
- Craig Shaffer new Borough Maintenance employee
- Martin Eichelberger Borough Resident discussed with Council his ongoing personal financial issues and subsequent non-payment and shut-off of water and sewer utilities.

**Approval of the Minutes:**

- Judy Salomon motioned to accept the September 14, 2022, Meeting Minutes, second by Charles Krall. Motion carried.

**Committee Reports:**

**Personnel:**

- James LeVan introduced Craig Shaffer the new Borough Maintenance Technician.
- Charles Krall motion to re-appoint Janet Noel for an additional 4-year term on Planning Commission, second by Roberta Teal. Motion carried.

**Finance: Roberta Teal**

- Council acknowledged receipt of the **Profit & Loss Statement** as well as the **Summary of Accounts**.
- Roberta Teal motioned to pay the **September bills / transfer funds / pass-through State-Aid totaling \$127,612.33**, second by Charles Krall. Motion carried.  
This included:
  - General Account Invoices - \$24,999.72
  - Pass Through State Aid - \$19,994.35
  - Parks & Recreation Account Invoices - \$1,250.00
  - Balance transfer from General Fund – ARP Fund Account 81,368.27
- Acknowledgment of 2021 Liquid Fuel Notice of Audit Completion report
- Acknowledgment of 2023 Liquid Fuel Allocation letter
- Acknowledgment of PMRS Retirement Fund Allocation letter
- State Fire Department Allocation letter

**Chris Warner – read and reviewed the following:**

- Maintenance / Streets – Borough Maintenance Report was provided by Bob Meminger.
- Planning / Zoning – acknowledged receipt of Planning Commission Minutes. John Schlaline spoke favorably regarding the completion of “The Commons” building project.
- Emergency Management Report.
- Emergency Services Report

**Parks and Recreation:**

- Discussion during Solicitors report.
- The Mayor inquired regarding illuminating the Borough Park walking path.

**Mayor read and reviewed the following:**

- The Speed Sign report.
- Pennsylvania State Police activity report as related to the Borough.
- The September 2022 Borough Police report.
- Mayor’s Report
- The Mayor profusely thanked Charles Krall for assisting in the Lion’s Club sponsoring / his involvement in obtaining Special Event Liability insurance in order for the parade to occur during the month of October within the town.
- The Mayor commented on the continued problems with the produce stand operated in the Borough. Charles Krall requested a formal recommendation from the Planning Commission by year-end regarding parking restrictions along a State Highway within the Borough also adding an Agenda item as place-holder surrounding the parking and safety issues occurring at the produce stand, second by Roberta Teal. Motion carried.
- Charles Krall motioned for completion of Translator Licensing and Permits Ordinance by March 2023, second by Roberta Teal. Motion carried.

**Correspondence:**

- Training and Webinars available

**Upcoming Event Announcement:**

- The next meeting is scheduled for November 9, 2022, 7:00 PM at the Borough Hall.

**Executive Session:** Charles Krall requested an Executive Session as a result of unscheduled discussion during the meeting with Mr. Eichelberger, Borough Resident. during the meeting.  
The session adjourned at 8:27 PM.

Charles Krall motioned to adjourn the meeting at 8:30 PM, with a second by Donald Dixon. Motion carried.  
Respectfully submitted,  
Cindy Smith, Secretary / Treasurer