

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

Call to Order: The monthly meeting of the East Berlin Borough Council was held Wednesday, October 13, 2021, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

Members Present: Roberta Teal, James LeVan, Jason Wood, Donald Dixon, Anne Geiger, David Meixner, and Charles Krall

Also Present: Mayor Greg Green, Solicitor Matthew Battersby and Secretary/Treasurer - Cindy Smith

Approval of Agenda: Donald Dixon motioned to approve the Agenda second by Charles Krall. Motion carried.

Solicitor Battersby's Report:

- Acknowledged that the Proposed Camping Ordinance would be discussed later in the meeting and that if the Council authorized advertisement he would draft said Public Notice.
- During the Payment of Bills discussion, the Solicitor advised that Crosswalk Line Painting eligible for payment through the Borough's Liquid Fuels Account.
- Solicitor acknowledged an e-mail given to him by the Borough Secretary from John Schlaline, Planning Commission. The e-mail requested guidance regarding Planning Commission By-laws. The Solicitor stated this falls under his prevue and he would be addressing it.

Constituents Address Borough Council –

- Chris Warner, Emergency Management Coordinator (EMC) presented his monthly report to the Council and explained the transition for Borough emergency medical services from Northeast Fire & EMS to Community Life Team.

Mayor's Report:

- Reviewed the 24 incidents from the September Police report.

Approval of the Minutes:

- The September 8, 2021, Codification Meeting Minutes were approved as presented by James LeVan and second by Jason Wood. Motion carried.
- The September 8, 2021, Regular Meeting Minutes were approved as presented by James LeVan and second by Donald Dixon. Motion carried.

Committee Reports:

Finance: Roberta Teal

- Council acknowledged receipt of the Summary of Accounts as well as the Profit and Loss Statement.
- A summary of the bills paid for September totaling \$49,463.15 was reviewed. A motion was made to pay the bills by James LeVan, second by David Meixner. Motion carried.

Streets/ Maintenance:

- David Meixner read and reviewed information in the Borough Maintenance Report. He stated that the report is very thorough.
- David Meixner and Mayor Green discussed the functionality of the stoplight at Town square.

Personnel:

- Bob Meminger, Borough Maintenance has given James LeVan contact information of two potential candidates for the Borough Maintenance position. Solicitor Battersby advised Council that a good driving record will be necessary for any potential candidate. James LeVan and the Personnel Committee will be following-up.

Parks and Recreation:

- David Meixner motioned approval of pesticide application at Kuhn's Woods administered by the Department of Agriculture for the Spotted Lantern Fly second by Jason Wood. Motion carried. Additionally it was stated that The Dept of Agriculture will treat on a schedule that is at their discretion.
- Roberta Teal attended the September Parks & Recreation Commission meeting. Roberta explained that with the impending winter weather the Park Restroom will open Spring 2022. The Restrooms were temporarily opened for the Borough Fall Festival.
- Roberta Teal discussed with the Council that Steve Haley, Parks & Recreation Commission has requested \$7000.00 in matching funds for a Master Plan Study of Kuhn's Woods.

Planning & Zoning

- David Meixner commented on the recent appointments of Sean Miriello, Primary Planning Commission Member as of August, also Loy Elliott and Charles Phillips, Primary Planning Commission Members as of September. The Planning Commission is requesting continued funding within the 2022 Budget for training courses and printed materials.

Communications:

- Roberta Teal stated that the deadline for ARP Fund reporting has been extended to March 2022.

Old Business:

- Jason Wood motioned for KPI Engineering to draft a bid packet for the ADA Ramp Project second by Anne Geiger. Motion carried.
- Jason Wood motioned to approve advertisement of the proposed Camping Ordinance second by David Meixner. Motion carried.

Correspondence:

- EBACC Meeting Minutes
- EMC Report
- EBAJA
- Fire Department Reports
- Training and Webinars Available

Closure:

- The next meeting is scheduled for Wednesday, November 10, 2021, 7:00 PM at the Borough Hall.
- Jason Wood motioned to adjourn the meeting, second by Donald Dixon at 8:00 PM. Motion carried.

Respectfully submitted,
Cindy Smith, Secretary/Treasurer