

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, October 9, 2024, at the East Berlin Borough Hall.

**Members Present:** Chris Warner, Robert Larson, Charles Philips, Judith Salomon and Mayor Stephanie Haley. Roberta Teal and Gregory Green arriving late due to participation in the town parade.

**Members Absent:** Heather Gentzler

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

**Approval of Agenda:** Charles Philips motioned approval, second by Rob Larson. Motion carried. The agenda was shifted to allow public comment earlier in the meeting.

**Parks & Recreation report:** Steve Haley will be working with Cheri Matter from DCNR to amend the previously discussed and rescinded Kuhn's Woods Grant documents. This was due to incompatible verbiage / language in said documents. Solicitor Battersby will be reviewing the amended Grant language and make recommendations to the Council regarding acceptance of the updated proposed Grant documents.

**Solicitor's report:**

- Regarding 209 – 211 School House Lane the water has been shut-off to those properties by the East Berlin Area Joint Authority (EBAJA).
- Stated he is drafting an Ordinance as requested by Council regarding vacating the Park Ave. right-of-way, adjacent to East Berlin Rentals. The right-of-way is proposed to be vacated due to the fact it was never opened by the Borough.

**Executive Session:**

- Regarding contracts related to East Berlin Area Community Center (EBACC) real-property gym floor, 7:13PM – 7:53 PM.

**Executive Session Decision**

- Outcome of the Executive Session:
  - Charles Philips motioned to accept the ARC Quote to repair the existing gym floor within the EBACC building, second by Gregory Green. Motion carried.
  - Charles Philips motioned to forgive future financial payment beginning January 2025, made by the East Berlin Area Community Center (EBACC) for previously completed roof repairs / replacement at the EBACC building (which is owned by the Borough). The repairs were paid for by the Borough on behalf of EBACC, second by Robert Larson. Motion carried.

**Administrator's Report:**

- Council acknowledged receipt of the Borough Engineers Report dated October 9, 2024.
  - Regarding #4 of the report: Judith Salomon motioned to approve the DEP Sewage Facilities Planning Module Mailer for Brian Properties, LP, second by Charles Philips. Motion carried.
  - Regarding #4 of the report: Charles Philips motioned conditional approval of the Brian Properties, LP Preliminary/Final Land Development Plan pending satisfactory completion of the Borough Engineer's review letter dated September 20, 2024 and the Zoning Officer's review letter dated September 26, 2024, second by Roberta Teal. Motion carried.
- Regarding # 5 Judith Salomon motioned to accept the estimate for the survey of Kuhns Woods submitted by Beyond All Boundaries, second by Roberta Teal. Motion carried.
- Judith Salomon motioned for the Engineer and Solicitor to review Subdivision and Land Development Ordinance (SALDO) updates. Their comments will be due to the SALDO Committee by or before the scheduled January 29, 2025 meeting date, second by Charles Philips. Motion carried.
- Robert Larson motioned for future Council Meetings beginning with January 8, 2025 to be held on the second Wednesday of each month at 6 PM, second by Judith Salomon. Motion carried.
- Council acknowledged that the Administrator's continuing attendance at County and Borough's Association meetings.

- Roberta Teal reviewed and approved the “2024 – 2025 Story-Walk Book List” on behalf of the Council.
- Roberta Teal motioned to advertise the Draft 2025 Budget with inclusion of the discussed 2024 Donations, second by Judy Salomon. Motion carried.
- Gregory Green motioned to accept the Agreement to Extend Municipal Solid Waste Contract as submitted by Waste Connections of Pennsylvania, Inc., second by Robert Larson. Motion carried.

**Approval of Minutes:**

- Roberta Teal motioned to accept the September 11, 2024 Meeting Minutes, second by Gregory Green. 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 September bills in the amount of \$39,000.08, 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
- Mayor’s Report
- Ordinance Officer update / report
- Parks & Recreation update covered earlier in the meeting by Steve Haley Committee Chairperson.

**Personnel – Chris Warner:**

- No report

**Correspondence: Chris Warner – copies on conference room table**

- Training & webinars available

**Constituents / Guests Present:**

- John Schlaline spoke in support of amending the Kuhn’s Woods Grant Agreement.
- Jan Hoffman
- Dave Woodward
- Walt Geiger
- Bev Jadus
- Shelly Livingston
- Reubenstine HLS, Inc.
- John Spangler
- Tom Burger

**Closure:**

Roberta Teal motioned to adjourn the meeting at 9:15, second by Gregory Green. Motion carried.

Respectfully submitted,  
Cindy Smith  
Administrator / Treasurer