

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 by James LeVan, Council President on Wednesday, September 14, 2022, at the East Berlin Borough Hall.

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

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

Approval of Agenda: Roberta Teal motioned approval second by Judith Salomon. Motion carried.

Solicitor Battersby's Report:

- 421 West King Street – Roberta Teal motioned approval of the amended Land Development Plan reflecting minor changes to the landscaping plan and re-location of handicap parking spaces. The amended Land Development Plan reflects approved changes accepted by Rob Thaeler, Borough Zoning Officer. These changes are depicted on the Amended Zoning Permit, approved September 8, 2022. Motion Carried.
- Solicitor Battersby updated the Council on the Memo dated September 12, 2022, from KPI Engineering indicating the ADA Block Grant Funds have not been received by Adams County for distribution. The Borough ADA Construction project is pending receipt of said funds in order to move forward.
- 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.
- Solicitor Battersby presented the Draft Lease Agreement in regards to the East Berlin Area Community Center building (EBACC). Charles Krall motioned Conditional Approval, stating that paragraph number two shall include language indicating the building use as "for recreational purposes", second by Chris Warner. Motion Carried.

Constituents / Guests:

- Eric Johnston, The Commons at 421 West King Street
- John Schlaline Planning Commission Chairman

Approval of the Minutes:

- Roberta Teal motioned to accept the August 10, 2022, Meeting Minutes, second by Donald Dixon. Motion carried.

Mayor read and reviewed the following:

- The Speed Sign report.
- Pennsylvania State Police activity report as related to the Borough.
- The August 2022 Borough Police report.
- Mayor's Report
- Roberta Teal motioned to allow the Bermudian Springs Student Council to hold a Homecoming Parade within the Borough on Wednesday, October 5, 2022 at 7:00 PM, second by Charles Krall. Motion carried.
- The Mayor requested an Agenda item for the October Council Meeting to further discuss ongoing problems with the Produce Stand operating within the Borough.

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 **August bills totaling \$15,963.56**, second by Charles Krall. Motion carried. A brief conversation was held regarding the Fire and Ambulance Service, Worker's Compensation policy in follow-up and as noted during the Solicitor's Report.

Municipal Retirement – 2023 MMO Obligation

- Council was provided with a memo advising of the 2023 Minimum Municipal Obligation (MMO) for Police Pension plan in the amount of \$0.00 (due to past years' overfunding). Roberta Teal motioned to accept the MMO; second by Charles Krall. Motion carried.
- Council was provided with a memo advising of the 2023 Minimum Municipal Obligation (MMO) for the Non-Uniform Municipal plan in the amount of **\$5,679.00**. Charles Krall motioned to accept the MMO; second by Chris Warner. Motion carried.

Chris Warner – read and reviewed the following:

- Maintenance / Streets – Borough Maintenance Report was provided by Bob Meminger. The Borough traffic light is now functioning with the traffic flow rather than on a timer system.
- Planning / Zoning – acknowledged receipt of Planning Commission Minutes. A brief conversation was held in conjunction with John Schlaline Planning Commission Chairman regarding the long awaited and positive completion of "The Commons" at 421 West King Street.
- Emergency Management Report. Chris Warner noted that the Pennsylvania Emergency Management Agency (PEMA) is increasing the continuing education standards for Emergency Management Coordinators by 75 hours per 5-year renewal period plus four contributions in that same period to the Emergency Management Field. He gave examples of and there will be a significant increase in travel and dedication of time in order to hold the position of EMC. He will be providing Council with more details in the upcoming months.
- Emergency Services Report
- Chris Warner noted that the Fire Department has added a Brush Truck to their emergency response fleet.

Personnel:

- Charles Krall motioned hiring Craig Shaffer for the Full-Time Maintenance Position at a rate of \$24 per hour, second by Roberta Teal. Motion carried. The position will be vacated by long-time Borough employee Bob Meminger. Motion carried.
- James LeVan indicated that Janet Noel's term expires September 30, 2022. John Schlaline will be following-up with her to inquire if she is interested in continuing as a Planning Commission member for an additional four-year term.

Parks and Recreation:

- James LeVan reported that Parks and Recreation has requested a Resolution indicating the Borough's support in obtaining a grant for Kuhns Woods. Mayor Haley indicated she would follow-up with Darrin Youker for further details pertaining to said Resolution.

Correspondence:

- Training and Webinars available

Upcoming Event Announcement:

- Halloween will be held on October 31st and the Chief of Police will be on duty.
- The next meeting is scheduled for October 12, 2022, 7:00 PM at the Borough Hall.

Charles Krall motioned to adjourn the meeting at 8:32 PM, with a second by Donald Dixon. Motion carried.
Respectfully submitted,
Cindy Smith, Secretary / Treasurer