

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, September 8, 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

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

Absent: Anne Geiger, David Meixner, Charles Krall,

Approval of Agenda: James LeVan motioned to approve the Agenda second by Donald Dixon. Motion carried.

Solicitor Battersby's Report:

- Acknowledged the Codification of Borough Ordinances Hearing held earlier in the evening at 6:45.

Constituents Address Borough Council –

- Cory Spence has concerns regarding stormwater run-off from Water Street onto his property. Roberta Teal stated that Bob Meminger, Borough Maintenance would be working with the Borough Engineer to address the problem.
- Chris Warner, Emergency Management Coordinator (EMC) presented his monthly report to the Council. Chris specifically noted no damage to Borough Owned Property due to hurricane Ida.

Mayor's Report:

- Reviewed the 20 incidents from the August Police report.
- The Mayor announced that Halloween / Trick or Treat will be celebrated within the Borough on Sunday, October 31st.

Approval of the Minutes:

- The August 11, 2021, Sub-division & Zoning Codification Meeting Minutes were approved as presented by Jason Wood and second by James LeVan. Motion carried.
- The August 11, 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 August totaling \$15,204.20 was reviewed. A motion was made to pay the bills by James LeVan, second by Jason Wood. Motion carried.
- Subsequent to a brief conversation, Jason Wood motioned to employ the services of Zelenkofske Axelrod, LLC., Certified Public Accountants, for a one time payment of \$7,500.00 to satisfy the required Federal Reporting of the Borough's, American Rescue Plan Act funds (ARP funds), second by James LeVan.

Streets/ Maintenance:

- Roberta Teal read and reviewed information in the Borough Maintenance Report.
- Roberta Teal noted some flooding on privately owned properties within the Borough due to Hurricane Ida.

Personnel:

- In follow-up to the July 2021 meeting and the subsequent to adoption of Ordinance 2021-01, increasing the Planning Commission from 5 to 7 Members, James LeVan motioned to appoint Charles Phillips and Lloyd Elliott as Full Planning Commission Members, second by Jason Wood. Motion carried.

Parks and Recreation:

- Roberta Teal attended the August Parks & Recreation Commission meeting and discussed with the members the impending Camping Ordinance and the Special Events exclusions there in.
- Roberta Teal discussed the Proposal submitted by Adam & Kim Frye for cleaning, locking and unlocking the Park Restroom on weekends.
- In follow-up to the discussion at the August meeting James LeVan motioned, second by Jason Wood for a maximum expenditure of \$25,000.00 for the Dog Park construction project.

Communications:

- Roberta Teal reported continued work and near completion of the Borough Codification project.

New Business:

Municipal Retirement – 2022 MMO Obligation

- Council was provided with a memo advising of the 2022 Minimum Municipal Obligation (MMO) for the Non-Uniform Municipal plan in the amount of \$10,991.98. Jason Wood motioned to accept the MMO; second by Donald Dixon.
- Council was provided with a memo advising of the 2022 Minimum Municipal Obligation (MMO) for Police Pension plan in the amount of \$0.00 (due to past years' overfunding). Jason Wood motioned to accept the MMO; second by Donald Dixon.

Old Business:

- James LeVan motioned to accept the updated Borough Fee Schedule as presented, relating to the Chicken Keeping permitting fees and association with the Chicken Ordinance - 2021-02, second by Jason Wood.

Correspondence:

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

Closure:

- The next meeting is scheduled for Wednesday, October 13, 2021, 7:00 PM at the Borough Hall.
- Jason Wood motioned to adjourn the meeting, second by Donald Dixon at 8:01 PM. Motion carried.

Respectfully submitted,
Cindy Smith, Secretary/Treasurer