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 6:00 PM on Wednesday, September 9, 2026 at the East Berlin Borough Hall, Council President Robert Larson presided.
Members Present: Robert Larson, Roberta Teal, Heather Gentzler, Charles Philips, Judith Salomon, and Mayor Stephanie Haley.
Members Absent: Anna DeVita, Gregery Green
Also Present: Solicitor Matt Battersby, Administrator/Treasurer Cindy Smith, Chris Warner, Emergency Management Coordinator (EMC)
Approval of Agenda: Roberta Teal motioned for approval, seconded by Charles Philips. Motion carried.

Solicitor's Report / Executive Session Summary Statement – Solicitor Battersby

- Council met in Executive Session from 5:30 PM – 5:59 PM to discuss police staffing matters. Solicitor Battersby reported that Reading Township and Eastern Adams Regional Police are not interested in providing police coverage for the Borough at this time. The Borough will be working with a Police Consultant to assist with recruiting an "in-house" Police Chief. Until a new Police Chief can be employed, Borough police coverage will be provided by the Pennsylvania State Police (PSP). Robert Larson stated that Council, the Solicitor and the Administrator have worked diligently on police coverage / staffing for approximately six months and that there is a learning curve due to the specialized nature of policing.
- **Message(s) from Council President Robert Larson:** none

Chris Warner - Emergency Management Coordinator (EMC):

- The Emergency Management Report was reviewed at Council's leisure.
- The Emergency Services Report was reviewed at Council's leisure.
- The Fire Department Financial Reporting was reviewed at Council's leisure.
- Chris Warner stated everything is in order from the Emergency Management Coordinator standpoint for Colonial Day.

Administrator's Report:

- Planning Commission draft July Meeting Minutes / August Agenda no information to report.
- **Resolution 08-2026-06 – Main Street Matters Grant Program:** Charles Philips moved to approve Resolution 08-2026-06, nunc pro tunc to August 12, 2026, authorizing the Borough Engineer to prepare and submit an application to the Pennsylvania Main Street Matters Grant Program for preparation of a Traffic Calming Master Plan. Cindy Smith, Administrator / Treasurer, is designated as the Authorized Official to execute and submit grant applications. This authorization also includes execution of grant agreements, certifications, reports, reimbursement requests, and other documents necessary to obtain and administer the grant, subject to Borough Council authorization and grant program requirements. Seconded by Roberta Teal. Motion carried.
- Council acknowledged receipt of the Borough Engineer's Report dated September 9, 2026.
    - Item 1-3 – General Updates: Reviewed at Council's leisure.
    - Item 4 – Grant Opportunity: Block Grant – Borough ADA Parking/Building Improvements: Charles Philips moved to authorize the Borough Engineer to pursue the Block Grant during the upcoming funding cycle. Seconded by Roberta Teal. Motion carried.

Approval of Minutes:
Charles Philips motioned to accept the August 12, 2026 Regular Meeting Minutes as presented. Seconded by Heather Gentzler. Motion carried.

Committee Reports:

Finance:

- Council acknowledged receipt of the Profit & Loss Statement and the Summary of Accounts.
- Roberta Teal motioned to approve payment of the August bills in the amount of $20,861.15 from all accounts. Motion seconded by Judith Salomon. Motion carried.

  Municipal Retirement – 2027 MMO Obligation
- Council was provided with the standard "MMO Memo" advising of the 2027 Minimum Municipal Obligation (MMO) for the Police Pension plan in the amount of $0.00 due to past years' overfunding. Roberta Teal motioned to accept the MMO; seconded by Judith Salomon. Motion carried. Act 205 – Municipal Pension State Aid Allocation: State Aid is allocated annually to eligible municipal pension plans based on applicable statutory requirements and actuarial information. The amount available to offset the Borough's pension obligations is subject to the annual allocation.
- Council was provided with the standard "MMO Memo" advising of the 2027 Minimum Municipal Obligation (MMO) for the Non-Uniform Municipal Pension Plan in the amount of $17,307.00. Roberta Teal motioned to accept the MMO; seconded by Judith Salomon. Motion carried. Act 205 – Municipal Pension State Aid Allocation: State Aid is allocated annually to eligible municipal pension plans based on applicable statutory requirements and actuarial information. The amount available to offset the Borough's pension obligations is subject to the annual allocation.

Robert Larson - Personnel:

- Mark Bentzel – Police Management Consultant: Roberta Teal motioned to approve Mark Bentzel as Police Management Consultant, seconded by Heather Gentzler. Motion carried.
- **Committee Re-Appointment(s):**
- **Janet Noel:** Charles Philips motioned to reappoint Janet Noel to the Planning Commission for a four-year term expiring October 1, 2030. Seconded by Roberta Teal. Motion carried. Planning Commission Chairman John Schlaline expressed support for the reappointment.

Mayor's Reporting:

- The Junior Council members will be sworn in during the October meeting.
- Mayor's Proclamation – Parking Restrictions: Mayor announced the parking restrictions and one-way traffic regulations for Colonial Day.
- Mayor reviewed the Police Report.
- Mayor reviewed the General Report.

Constituents / Guests Present:

Jeff Dombach, Jessie Dombach, John Schlaline, Steve Haley, Sherry Brown, Catherine Vasko – Branch Manager, Trone Memorial Library.

• Sherry Brown – EBACC / Executive Committee:
  - Spring Garden Dinner
  - Asked general questions regarding Colonial Day parking arrangements and restrictions

• Catherine Vasko – Branch Manager, Trone Memorial Library: shared library statistics and expressed appreciation for the Borough's monetary donations.

• John Schlaline: stated he is pleased the Borough is pursuing grant opportunities. He asked questions regarding the time line for the new Police Chief. Solicitor Battersby advised that it will require a special person to fill the role and the timeline is dependent on finding a suitable candidate. Mr. Schlaline also stated that the security cameras at the park are a great vandalism deterrent and that the Colonial Day Committee has been a pleasure to work with.

• Steve Haley – updated Council regarding the DCNR grant and the process for withdrawing from and closing out the Kuhn's Woods Master Site Plan – Planning Project.

Adjournment: Roberta Teal moved to adjourn at 7:03 PM, seconded by Heather Gentzler. Motion carried.

Respectfully submitted,
Cindy Smith, Administrator / Treasurer