

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

December 16, 2015

**Members Present:** President Charles Krall; James LeVan; Roberta Teal; Jason Wood; Andrew Raymond; and Donald Dixon

**Members Absent:** Catherine Lockey

**Also Present:** Mayor Keith Hoffman; Secretary/Treasurer Darlene McArthur; David Richards; and Robin Heyser

The second monthly meeting of the East Berlin Borough Council was held December 16, 2015, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

**Adoption of the Minutes:** The meeting minutes of Council's Session on December 2, 2015, were reviewed. *A motion to approve the minutes was made by James LeVan; seconded by Roberta Teal. Motion approved with all in favor.*

**Payment of Bills:** A summary of bills for the end of December totaling \$15,671.98 was reviewed. Roberta Teal commented on the expense in the amount of \$1,294.86 for the F250 inspection, ball joints, calipers, brake hoses, and installation of rotors. There was some discussion of the replacement of six (6) pedestrian buttons at the traffic signal. *Jason Wood motioned to pay the bills for the end of December; seconded by Roberta Teal. Motion approved with no dissenting votes.*

**Constituents Addressing Borough Council:** David Richards inquired of the status of the proposed cell tower project. President Krall stated that semi-annual payments in the amount of \$500.00 are still being received from the cell tower company for the feasibility period, but the project has not moved forward.

**Committee Reports:**

**Finance:** Nothing to report.

**Maintenance:** Andrew Raymond reported that the temporary repairs to the Community Center roof are continuing and that costs will remain within the approved allocation. Robert Meminger has spent twenty-nine (29) hours making the repairs which are not yet complete. Three (3) quotes were received for the drip edge repair on the upper roof with the lowest from Donald B. Smith Roofing at \$1,780.00. Restroom light fixtures were installed to complete the upgraded lighting project in the Borough building and garage. New storm drainage has been installed on South Avenue at the rear of the Library. The grate delivered and installed is incorrect and will be replaced with a bicycle-proof grate when received. The Traffic Signal Improvement Project has been closed out with Swam Electric. Mr. Meminger will review the instructions for operating the auxiliary power hookup with Chief Grim, Andrew Raymond, and Donald Myers. President Krall requested approval for the repair to the drip edge on the upper roof of the Community Center. *Andrew Raymond motioned to accept the quote from Donald B. Smith for \$1,780.00; seconded by Roberta Teal. Per roll call vote, all Members of Council approved the motion.*

**Planning/Zoning:** James LeVan reported that approval comments were received from Zoning Officer Robert Thaeler for the revised Zeigler Bros. Expansion Land Development Plan stating that all zoning issues are in compliance. The Plan has been signed by Council and the Planning Commission to be registered at the County.

**Personnel:** James LeVan reported that the Personnel Committee wishes to make a recommendation for the position of Police Officer with Officer Grim approaching retirement. After numerous interviews and discussions, the Committee recommends Frank Mehalko III. Officer Mehalko is thirty-one (31) years old and has held a position at Indiana University, Pennsylvania Campus, for the past six (6) years, as well as a part time position with the Nanty Glo Police Department, and holds a degree in criminal justice. Although Officer Mehalko currently resides in the Johnstown area, he has worked for the Eastern Adams Regional Police Department and intends to relocate to the East Berlin area if offered a full time position. Officer Mehalko would be offered a temporary part time position to begin April 1, 2016, at \$20.00 per hour, with the possibility of full time upon Officer Grim's retirement on August 31, 2016. President Krall mentioned that there are three (3) competent backup candidates from a total of eleven (11) applicants and six (6) interviews. President Krall feels that Officer Mehalko would be an outstanding peace officer as well as a police officer. Mr. LeVan noted that Officer Grim contacted Officer Mehalko's application references who stated that he would be exceptional for a small community. *Andrew Raymond motioned to offer the temporary part time position at \$20.00 per hour beginning April 1, 2016, to Frank Mahalko III; seconded by Jason Wood. Per roll call vote, all Members of Council approved the motion.* President Krall stated that an employment contract with Officer Mehalko is needed.

James LeVan reported that Roberta Teal submitted an application to fill a vacancy for a representative of East Berlin Borough as a Board Member of the East Berlin Area Community Center (EBACC). *James LeVan motioned to appoint Roberta Teal to the Board of EBACC; seconded by Jason Wood. Per roll call vote, all Members of Council approved the motion with Roberta Teal abstaining.*

**Park/Recreation:** Regarding the meeting minutes of December 10, 2016, Jason Wood clarified that the cost to install electricity at the Park pavilion totals \$9,900.00 meeting the transfer from the General Fund to complete this project.

**Unfinished Business:** Andrew Raymond reported that he has contacted the member municipalities of EBACC, including Mr. McGregor of Washington Township, to schedule a meeting to discuss the establishment of a Commission. Mr. Raymond stated that Reading, Hamilton, and Paradise Townships seem cooperative in the effort. David Richards noted that EBACC is currently established as an incorporated non-profit organization. President Krall explained that the Board would govern the facility and the Commission would own the property, allowing easier access to grants, loans, etc. Robin Heyser, EBACC Board Member, stated that she has spoken with the member municipalities as well, and they are requesting information on the number of their residents who participate in the EBACC programs. Ms. Heyser noted that the request is understandable and the data is available, but it may take some time to compile the records. Ms. Heyser suggested that the proposed meeting be held at EBACC. Council concurred and proposed that the meeting be scheduled for January 21, 2016.

**New Business:** Andrew Raymond reported that Liberty Fire Company Assistant Chief Lease proposes additional paid EMT staff to cover increasing ambulance calls. Regarding the Borough Auditor's review of Liberty's 990 Form and monthly financial reports, President Krall reported that she was critical of discrepancies in the financial reports, and that the 990 Form shows the Fire Company is in equitable financial condition per the assets and income reported. The Auditor recommends that the Borough request copies of bank statements to reconcile with the Treasurer's financial reports to justify donations of tax dollars.

**Correspondence:**

Invitation from Hamilton Township for Proposed Rail Trail Easement Meetings  
Abbottstown Borough Office Ribbon Cutting Ceremony 12/17, 6PM, 241 High Street  
Abbottstown Borough Office Open House 12/18, 10AM – 2 PM, 241 High Street  
Training and Webinars Available

President Krall suggested that the Borough office close on December 24th to allow the employees some additional time off for the holiday. *Donald Dixon motioned to allow addition holiday time for the Borough employees; seconded by Jason Wood. Motion approved with all in favor.*

*Donald Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 7:55 PM; seconded by Roberta Teal. Motion approved with all voting in favor.*

Respectfully submitted,

Darlene McArthur  
Secretary/Treasurer of Borough Council