

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

June 7, 2017

The monthly meeting of the East Berlin Borough Council was held June 7, 2017, at the East Berlin Borough Hall. The meeting was opened with the Pledge of Allegiance at 7:00 PM.

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

Members Absent: Catherine Lockey

Also Present: Mayor Keith Hoffman; Solicitor Matthew Battersby; Secretary/Treasurer Darlene McArthur; Robin Heyser; and Curt Mathews

Adoption of the Minutes: The meeting minutes of Council's Session on May 3, 2017, were reviewed. *A motion to approve the minutes was made by Donald Dixon; seconded by Jason Wood. Motion approved with no dissenting votes.*

Payment of Bills: A summary of bills for June totaling \$26,800.19 was reviewed. Jason Wood inquired of the replacement of the rear garage door and frame. Secretary McArthur explained that the door was damaged during a break-in last year, and that insurance covered the cost of the repair. *Jason Wood motioned to pay the bills for June; seconded by James LeVan. Motion approved with no dissenting votes.*

Constituents Addressing Borough Council: Curt Mathews addressed Council to discuss a flyer he saw regarding a proposed dog park. President Teal explained that the dog park would be located within a section of the Borough Park off of Schoolhouse Lane behind Tucker's on North Avenue. The purpose of the flyer is to raise the necessary funds to complete the dog park. The proposed plan would include two sections (one for small dogs and one for large dogs), equipment, benches, and parking. Robin Heyser stated that she has offered a quarter-page advertisement in the East Berlin Area Community Center (EBACC) newsletter to announce the proposed dog park at no charge.

Ms. Heyser reported that the roof repair project at EBACC will begin on June 19th and requested that the Borough's donation of \$25,000.00 and loan amount of \$50,000.00 be issued the first week of July. Ms. Heyser also requested that repayment of the loan be deferred until at least September. *Jason Wood motioned to issue both the donation and the loan in the first week of July and defer repayment until September; seconded by Charles Krall. Per roll call vote, all Members of Council approved the motion.*

Mayor's Report: Mayor Hoffman reviewed a very short police report for the month and May, and noted that the Memorial Day Parade went well.

Solicitor's Report: Solicitor Battersby reported that a certified letter has been issued by the Borough to a representative of the Gettysburg Flag Football League instructing that further games are prohibited at the Borough Park due to nonpayment of funds to the Parks and Recreation Commission as agreed. It was noted that the representative of the League is solely to blame, and that some of the team captains will likely attend the next meeting of the Parks and Recreation Commission. Robin Heyser stated that the representative, Patrick Crawford, also contacted EBACC requesting use of the fields and was denied access.

Committee Reports:

Finance: Council reviewed the Previous Year Financial Comparison Report and Summary of Accounts. There was some discussion of the increase in revenue over the previous year largely due to real estate taxes received earlier than usual in the year, paid at discount.

Streets/ Maintenance: Regarding the upcoming South and Zinn Avenues Pavement Reconstruction Project, Solicitor Battersby requested Council's approval to draft an easement to widen the turning radius at the intersection of South and Zinn. It was noted that both Rutter's and the Library are agreeable to the easement. *Andrew Raymond motioned to draft the easement; seconded by Charles Krall. Motion approved with all in favor.* President Teal requested a motion to approve the advertisement of the project for bids. *Andrew Raymond motioned to advertise the project for bids; seconded by Donald Dixon. Motion approved unanimously.*

Andrew Raymond reported that quotes were received for the installation of security cameras at the Borough building from Comcast, Keystone Alarm Services, and Markle Security Services. The Comcast system involves use of the internet and continuous monthly charges. Markle and Keystone utilize a hardwire system with in-house recorders, both quoted at the same cost, and would install a camera facing the sewage plant for which the Joint Authority would cover the cost. Mr. Raymond explained that the Keystone equipment offers a higher capacity and enables more options. *Andrew Raymond motioned to approve the Keystone Alarm Services quote of \$2,150.00; seconded by Charles Krall. Motion approved with no dissenting votes.*

Repairs were made to the shoulder area on the inside curve of North Avenue between Jacob Street and E. King Street due to snowplowing activities last winter. Pothole repairs began this month along with increased mowing. A request was submitted to PennDOT for additional pedestrian crosswalk signs with the last two (2) signs removed due to truck damage. Quotes will be requested for repainting crosswalk markings and thermoplastic repairs.

Planning/Zoning: The Planning Commission meeting minutes of April 27th were provided to Council. James LeVan reported that he and Commission Member John Schlaline attended a training session for Planning Commission Members at the Emergency Services Building near Gettysburg on May 31st. Mr. LeVan stated that the training was very informative and included a recommendation to Commissions to plan for the future as time allows at meetings.

Personnel: Nothing to report.

Park and Recreation: The meeting minutes of May 11th were provided to Council. Jason Wood reported that issues with the Gettysburg Flag Football League and a proposed Dog Park were discussed at the last meeting of the Parks and Recreation Commission. Charles Krall voiced his concerns of cleanup at the Dog Park and does not want Borough maintenance employees responsible to deal with the issue. President Teal noted that a dog cleanup station would be provided as in the main Park area, and that generally those who utilize Dog Parks are very responsible with this duty. Mr. Krall suggested that a Memorandum of Understanding (MOU) be drafted with the Parks and Recreation Commission to clarify that Borough employees will not be responsible for dog cleanup. *Charles Krall motioned to table the MOU until the Dog Park project moves forward; seconded by Jason Wood. Motion approved with all in favor.*

Unfinished Business: Regarding Council's previously tabled decision for engineering services, Gannett Fleming has respectfully declined to provide a proposal stating that the level of resources offered would fall out of line with the current fiscal goals of the Borough. Council again discussed the proposal received from KPI Technology and the amended service agreement with the current Borough Engineer

Buchart and Horn. *Andrew Raymond motioned to accept the engineering proposal from KPI Technology; seconded by Jason Wood. Per roll call vote, all Members of Council approved the motion.*

New Business: President Teal discussed the upcoming project for Liberty Fire Company to erect a storage garage and requested Council's consideration to waive the cost of the building permit fee. *Andrew Raymond motioned to waive the building permit fee for Liberty Fire Company; seconded by Charles Krall. Per roll call vote, Members voted as follows: James LeVan, yes; Jason Wood, yes; Andrew Raymond, yes; Charles Krall, yes; Donald Dixon, no; and Roberta Teal, yes. Motion passes with a vote of five (5) to one (1).*

Correspondence:

- Gettysburg Chamber of Commerce June Newsletter
- Adams County Boroughs Association May Newsletter
- Training and Webinars Available

James LeVan complained of issues that he and his neighbors are dealing with on Hillside Drive concerning Anderson Landscaping leaving trucks, trailers, etc. parked on the street in front of their homes, and inquired if this is not a violation of code restrictions. President Teal mentioned possible restrictions within the development or Borough Code and Zoning regulations that might prohibit this activity. Secretary McArthur stated that she would research the matter. Mr. LeVan stated that he would not be in attendance at the next Council meeting on July 5, 2017.

Charles Krall motioned to adjourn the meeting of the East Berlin Borough Council at 8:00 PM; seconded by Donald Dixon. Motion approved with all voting in favor.

Respectfully submitted,

Darlene McArthur
Secretary/Treasurer of Borough Council