

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

October 2, 2019

The monthly meeting of the East Berlin Borough Council was held October 2, 2019 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; Charles Krall; Anne Geiger; Donald Dixon; Solicitor Matt Battersby

**Members Absent:** David Meixner and Jason Wood

**Also Present:** Mayor Keith Hoffman; Recording Secretary Cindy Smith; Hannelore Furst; Robin Heyser, Walt Geiger, Sue Hess and Jeff Seifert.

Anne Geiger updated the council member's on Dave Meixner's health condition.

**Approval of the Minutes:** The meeting minutes of September 4, 2019 were approved as corrected with a motion by Charles Krall and a second by James LeVan. Motion carried. Council was provided with the maintenance report. Don Dixon showed multiple photos of the Branch Circle project to Council for review.

**Payment of Bills:** A summary of the bills for September totaling \$25,280.87 was reviewed.

***Jim LeVan motioned to pay the bills for September 2019; and seconded by Anne Geiger. Motion approved unanimously to pay the bills.*** Don Dixon questioned CNH bill for tractor parts and was advised that it is Messick's credit account.

**Guest's Addressing Borough Council:**

Robin Heyser President EBACC Board, presented a quote from ARC for bathroom renovations and explained the challenges with doing the repairs. An initial quote of \$84,000.00 has been received however renovations could be in excess of \$100,000.00. Two grants have been applied for, additional funding from East Berlin Borough was requested by EBACC.

***Charles Krall motioned to contribute \$25,000.00 from the General Fund to EBACC for the restroom renovations and seconded by Jim LeVan. By roll call vote, motion approved unanimously.***

**Mayor's Report:**

Mayor Hoffman read the 24 incidents for September. Fall fest went well according to Chief Seitz. The dog incident has been taken care of by the police. Trick or Treat night will be held on October 31st.

**Solicitor's Report:** Nothing specific, reviewed JB Buy Right plans and ADA Compliance information. He will comment if necessary regarding those items.

**Committee Reports:**

**Finance:** Council received a copy of the income/expense report for October 2019. Robbie Teal commented, the Borough is doing quite well and was able to donate money to EBACC.

**Streets/ Maintenance:** Council was provided with a maintenance report from Don Myers and Bob Meminger. A "Stormwater Certification" class was discussed; Bob Meminger is verifying legitimacy of the class.

Beavery Colony – swale flooding is due to debris collecting. The planning commission worked with Penn State Extension, determining a wetland did not appear on the original plans.

**Personnel:** James LeVan spoke to Bob Meminger regarding his recovery and return to work Monday, 10/14/2019. An application has been received for one of the two Park and Recreation Commission openings. Ann Geiger initialed discussion of hiring an outside consulting firm to update the Personnel and Performance review policies. A brief discussion ensued regarding personnel manual and performance reviews; it was mentioned there are both of these in place currently and hiring a consultant was tabled for financial reasons at this time. Anne Geiger proposed a motion for a public Budget Workshop meeting. There was no second to the motion.

**Planning/Zoning:** No meeting / no quorum  
Sue Hess of 508 Beaver Street is concerned that there was no notification regarding the sub-division of 507 Beaver Street and of the impending floodwater problems. Solicitor Battersby explained the process. The sub-divisions plan was reviewed again by Council and Solicitor during the meeting. It was determined that Stormwater Planning has been addressed on the approved plans.

**Parks and Recreation:** Anne Geiger reported the Park & Rec’s 10th Annual Golf tournament raised over \$5000.00.  
Bob Meminger and Anne Geiger have been conversing regarding the invasive plant growth at Kuhn’s Woods, they are proposing limited tree harvesting to allow new tree growth and restoring walking trails.

**Communications:** Anne Geiger reported Course Vector is ready to implement “Official Email Accounts”; and the Borough needs to update the confidential emergency list annually. She also requested that the Fire Department information be forwarded to Council members; the budget workshop should be open to the public and would like to see more transparency. Sue Hess responded, “We need more open meetings.” Robbie Teal stated she doesn’t have a problem with the public attending the finance committee’s workshop budget meeting. Anne explained according to the PSAB there needs to be a physical quorum before a meeting can convene; then a member may join in by phone.

**Unfinished Business:** James LeVan read Rob Thaeler’s, Zoning Officer’s comments regarding Pennwood products. A discussion regarding ADA Borough Building compliance issues, with cumulative information gathered from Rob Thaeler-Zoning Officer, Wilbur Slothour-Building Inspector and KPI Engineering ensued. Charles Krall presented information on wheelchair ramps. Anne Geiger requested a report from KPI regarding ADA ingress and egress to the borough building prior to the November meeting.

**New Business:**

The C.E. Williams bill of \$58,900.00 was recommended to be paid in full, by KPI, for the work completed on the Branch Circle project. The work is guaranteed for one year.

*Charles Krall motioned to pay the C.E. Williams bill from the Liquid Fuels account with a second by James LeVan. By roll call vote, motion approved unanimously.*

David Bolton of ACBA requested East Berlin Borough Council take action on ACBA Resolution #2019-02 regarding PennDOT projects that create financial burden on small municipalities. The Borough Council decided on the adoption of **Resolution 10-2019-7 – “A RESOLUTION IN SUPPORT OF HB 1775 & SB 101 STORMWATER FACILITIES ON STATE HIGHWAYS.** *Anne Geiger motioned to adopt resolution with a second by Charles Krall. Motion approved unanimously.*

**Correspondence:**

- Training and Webinars Available
- ACBA Resolution to hold PennDOT accountable for municipal stormwater issues associated with borough roadwork.
- ADA Parking Standards per Rob Thaeler
- Notification “ Estimated Liquid Fuels allocation for 2020 (\$50,548.22 ”)
- Fireman’s Relief Fund \$7,697.63 – (Pass through account)
- General Municipal Pension System State Aid (\$20,481.99 – MMO)
- 2020 YATB Proposed Operating Budget
- 2020 Land and Sea Inspection Services, LLC Fee Schedule
- ACSPCA (Adams County SPCA) Donation Request

Anne Geiger confirmed she will be unable to attend the PSAB Fall Leadership Conference.

The next meeting is scheduled for November 6, 2019 at 7 PM at the Borough Hall.

Having nothing further to report, *Don Dixon motioned to adjourn the meeting of the East Berlin Borough Council at 8:25; with a second by Charles Krall. Motion approved with all voting in favor.*

Respectfully submitted,  
Cindy Smith, Recording Secretary