

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

January 6, 2020

The monthly meeting of the East Berlin Borough Council was held January 6, 2020, 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; Anne Geiger; Donald Dixon; David Meixner and Charles Krall

**Members Absent:** Jason Wood

**Also Present:** Mayor Keith Hoffman and Recording Secretary Cindy Smith

**Oath of Office:** Mayor Hoffman swore in the newly elected Council Members, Roberta Teal, Charles Krall, James LeVan and Donald Dixon. The signed Oaths and Affidavit of Residency documents will be on file in the Borough Office.

**Nomination of Officers:** James LeVan nominated Roberta Teal for the office of Council President. Anne Geiger nominated Jim LeVan for the office of Council Vice President, a verbal correction was made by Donald Dixon nominating James LeVan for the office of Council Vice President; Robert Teal nominated Charles Krall for the office of Council President Pro Tem. All Council Members approved the nominations. President Teal took the chair and thanked the Council.

**Appointments:** Regarding the appointment of Committee Members, President Teal read the current list of assignments and inquired if any changes where needed. No changes where requested.

Charles Krall motioned to have Attorney Matthew Battersby continue as the Borough's Solicitor: seconded by Donald Dixon. Anne Geiger motioned to have KPI Technology continue as Borough Engineer with a second by James LeVan; Charles Krall motioned to have Wilbur Slothour of Land and Sea Services remain as Building Code Official (BCO) and second by James LeVan; Charles Krall motioned to have Robert Thaeler of Adams County Office of Planning and Development remain as the Zoning Officer and second by James LeVan; James LeVan motioned to appoint Charles Krall for an additional 5-year term as an East Berlin Area Joint Authority board member and second by Donald Dixon. Motions approved with all voting in favor.

A motion was made by James LeVan to accept Resolution 1-2020-1 appointing the Bank Signers; Roberta Teal, Charles Krall, Donald Dixon and Secretary/Treasurer Cindy Smith; second by Donald Dixon. Motion carried.

**Approval of the Minutes:** The meeting minutes of December 4, 2019, were approved by Donald Dixon and a second by James LeVan with the minor correction of Andy Raymond, Zoning Hearing Board Member instead of Zoning Hearing Board Committee. Motion carried.

**Payment of Bills:** A summary of the bills for December totaling \$12,761.84 was reviewed. A motioned to pay the bills for December was made by Charles Krall with a second by James LeVan. Motion carried. Anne Geiger requested to see the December Solicitor's bill.

**Guest's Addressing Borough Council:**

- Sarah Diehl requested permission to move forward with planning and holding an Annual East Berlin 5K Turkey Trot on November 26, 2020 / Thanksgiving Day. James LeVan motioned to authorize the 1st Annual East Berlin Turkey Trot with a second Charles Krall. Motion carried.

**Mayor's Report:** Mayor Hoffman read the 15 incidents for December, 2019, from the Police report.

- Discussion on possible replacements for Andy Raymond in response to his resignation letter as Emergency Management Coordinator.

**Solicitor's Report:** - No report / not present

**Committee Reports:**

**Finance:** - As presented

- Roberta Teal mentioned the Borough is financially doing well this year.

**Streets/ Maintenance:** Charles Krall read the Borough Maintenance Report.

- Discussion on determining the feasibility of keeping the brine spreading equipment or consideration of the selling the unit.

**Personnel:**

- James LeVan indicated the Council is still accepting applications for one open position on the Park and Recreation Board. Anne Geiger is following up with an interested party.
- David Meixner mentioned Fran Dudek has submitted a letter of resignation from the Planning Commission Board. David Meixner made a motion to fill the open position with Walter E. Geiger current Planning Commission Alternate with a second by Charles Krall. Motion carried.
- The Planning Commission now needs alternates and an application was received from Loy Elliot, 213 W. King Street. James LeVan motioned to appoint him to the Planning Commission as an alternate with a second by Anne Geiger. Motion carried.

**Planning/Zoning:** Upon review of the Planning Commission report of the November 21, 2019 meeting and recommendation number 121919-1 submitted for Pennwood Products, Heel Building Addition. Roberta Teal indicated the Planning Commission is satisfied and does not require further review of the Pennwood Plan.

- After discussion, a motion was made by Donald Dixon and second by James LeVan to table the Pennwood Plans pending further review by the EBAJA and Solicitor Battersby. Motion carried.

**Parks and Recreation:** Anne Geiger read her report.

- Phil Keener, Walt Geiger and Bob Meminger winterized and stabilized the restroom project
- Mike Brown has resigned from the Parks and Rec. Commission. Two positions are now vacant and she is following up with interested parties.
- Phil Keener, Walt Geiger and Bob Meminger met with county forester to begin killing the invasive species, Tree of Heaven from Kuhn's Woods.

**Communications:** Anne Geiger read her report.

- She has been in contact with Course-Vector, web-services and reported the Borough's intent to continue with the website re-design and official e-mail accounts.

**Unfinished Business:**

- Anne Geiger mentioned the street light is out at Jacobs and East King Street. Roberta Teal indicated Bob Meminger has contacted Met-Ed regarding the outage.

**New Business:**

- Charles Krall mentioned FEMA is updating the 2008 approved Flood Plain Map. More information is forthcoming. The Borough will need to review and update the current Floodplain Ordinance.

**Correspondence:**

- Training and Webinars Available
- Northeast Adams Fire & EMS Reports
- Trinity Lutheran Church – Parks and Recreation Donation letter

The next meeting is scheduled for February 5, 2020, 7PM at the Borough Hall.

Donald Dixon motioned to adjourn the meeting at 7:46; with a second by James LeVan. Motion approved unanimously.

Respectfully submitted,  
Cindy Smith, Recording Secretary