

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

The monthly meeting of the East Berlin Borough Council was held Wednesday, October 7, 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, Charles Krall, and Jason Wood

**Also Present:** Mayor Keith Hoffman; Solicitor Matthew Battersby; and Secretary/Treasurer Cindy Smith

**Guests / Constituents:** Donna Kreiser of McNeis, Wallace & Nurick, Harrisburg, PA; Chris Warner, Borough EMC; Karen Wire; Stephanie Haley; Gettysburg Times Reporter and Dennis Posey, Abbottstown Borough Council President

**Solicitor Battersby's Report:**

- Solicitor Battersby requested that a motion be made to publish the Public Notice of Borough Codification. The motion was made by Donald Dixon with a second by Charles Krall. By roll call vote, motion approved unanimously.

**Constituents Address Borough Council –**

- Robyn Hyser provided Letter of Invitation to the Council for the Tuesday, November 17, 2020 regarding the future of EBACC. Anne Geiger stated that continued conversation is necessary regarding the EBACC Lease Agreement. Dennis Posey requested that the Council pray in regards to the upcoming EBACC meeting.
- Chris Warner, EMC reported to the Council that Northeast Adams Fire and EMS has donated an AED to the Borough and will provide the service and supplies for the unit. He also reminded the Council Members of their obligation to become NIMS Certified.

**Approval of the Minutes:**

- The September 2, 2020, meeting minutes were approved as presented by Charles Krall with second by David Meixner. Motion carried.

**Mayor's Report:** Mayor Keith Hoffman read the 17 incidents from the September Police report and stated that Trick-or-Treat will be held on October 31, 2020, from 6:00-8:00 PM. Mayor Hoffman noted that Chief Seitz has been patrolling in highly visible location in order to discourage speeding.

**Committee Reports:**

**Finance:** - Roberta Teal reviewed:

- The Profit and Loss statement.
- Payment of Bills - A summary of the bills paid for September totaling \$54,447.90 was reviewed. A motion was made to pay the bills by Charles Krall with a second by James LeVan. Motion carried.
- Roberta Teal stated that the 2021 Budget will be ready for review during the November meeting. Walt Geiger questioned if the public is welcome to attend the Budget Meeting. Roberta Teal stated that the Budget will be reviewed during the regularly scheduled November meeting. Matt Battersby advised that, if asked, the Council must entertain public questions regarding the budget during the regularly scheduled meeting.

**Streets/ Maintenance:** David Meixner read and reviewed the Borough Maintenance Report. He noted that the Park Road construction project had been delayed due to an order backlog of storm-water inlet material, at the manufacturer.

**Planning/Zoning:** David Meixner read and reviewed the Planning Commission meeting minutes. The Commission is working on a protocol to formalize recommendations to the Borough Council going forward. Additionally, the Planning Commission is requesting a minimum of \$500.00 be allocated in the 2021 Borough Budget for training.

**Personnel:**

- James LeVan motioned for the re-appointment of Doug Shaeffer to the Parks and Recreation Commission, for an additional 3-year term, second by Jason Wood. Motion carried.

**Parks and Recreation:**

- Anne Geiger reviewed the Parks and Recreation Commission meeting minutes. She reported that a second “Feast Berlin” is being planned in conjunction with the Fire Department on October 17, 2020.
- Anne Geiger explained that she had received a quote for an independent cleaning contractor; however, it would exceed the annual \$11,300.00 threshold for required bidding. Subsequent to a lengthy conversation, Roberta Teal requested that the Personnel Committee hold a discussion and obtain additional feedback from Bob Meminger regarding cleaning and maintaining the Restroom Building.

**Communications:**

- The codification advertisement was discussed during the Solicitor’s report.

**Unfinished Business:**

- Anne Geiger requested maintaining the ADA compliance line item in the 2021 Budget. She would like to proceed with obtaining bids for the construction of ADA upgrades to the Borough Building.
- Anne Geiger reported that she had completed a walk-thru, with husband Walt Geiger, of the Old Fire House Building. Subsequent to a lengthy conversation among Council regarding the extensive decay of the building, they decided to begin considering options for sale of the building. Roberta Teal requested Solicitor Battersby obtain an estimate for necessary immediate repairs due to water damage at and around the bell tower. Charles Krall motioned to spend \$1000.00 or less obtaining an independent appraisal of the building, second by Jason Wood. Motion carried.

**New Business:**

- Solicitor Battersby introduced Donna Kreiser of McNeis, Wallace & Nurick of Harrisburg, PA. McNeis, Wallace & Nurick was retained by the East Berlin Area Joint Authority (EBAJA) for bonding and financial work to obtain a self-liquidating, debt restructuring loan. The new loan with Adams County National Bank (ACNB) will satisfy a previous loan guaranteed thru Penn-Vest, at a higher interest rate. The loan will also include funds to re-paint the Borough water tower.
- Ms. Kreiser presented and answered questions regarding Ordinance No. 2020-02 and the accompanying documentation. Anne Geiger requested and was given the EBAJA Annual Report for review.

**Ordinance Adoption:**

- A motion to adopt Ordinance No. 2020-02 was made by Jason Wood and second by James LeVan. By roll call vote, motion approved unanimously.

**Correspondence:**

- Northeast Adams Fire & EMS Reports
- Training and Webinars Available

**Closure:**

The next meeting is scheduled for November 4, 2020, 7:00 PM at the Borough Hall. James LeVan motioned to adjourn the meeting at 8:45 PM with a second by Donald Dixon. Motion carried.

Respectfully submitted,  
Cindy Smith, Secretary/Treasurer