

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

The monthly meeting of the East Berlin Borough Council was held Wednesday, November 4, 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 Jason Wood

Also Present: Solicitor Matthew Battersby; and Secretary/Treasurer Cindy Smith

Absent: Charles Krall, and Mayor Keith Hoffman

Guests / Constituents: Darrin Youker, Parks and Recreation Commission Chairperson; Robyn Heyser, EBACC; Walt Geiger.

Solicitor Battersby's Report:

- Solicitor Battersby requested that a motion be made to approve the amendments to the Code of Ordinances, as published in the Gettysburg Times for Codification purposes. James LeVan motioned to adopt amendments, repeals and changes to the sections of the Borough ordinance as listed in advertisement with a second by Donald Dixon. By roll call vote, motion approved unanimously.
- Solicitor Battersby requested that a motion be made to approve Ordinance 2020-03 Municipal Waste Ordinance. The motion was made by Jason Wood with a second by James LeVan. By roll call vote, motion approved unanimously.
- In follow-up to the conversations held at the October Council meeting, Solicitor Battersby requested that a motion be made to hire James Shriner Appraisals, Inc. to perform a certified appraisal for the "Old Fire House" building. Anne Geiger motioned to accept the Proposal for Appraisal in the amount of \$2000 with a second by David Meixner. Motion carried.
- As requested during the October Council meeting, Solicitor Battersby stated that he had contacted a contractor, in order to obtain an estimate for necessary and immediate repairs on the "Old Fire House", due to water damage at and around the bell tower.

Constituents Address Borough Council –

- Robyn Hyser attended the meeting reminding Council of the Tuesday, November 17, 2020, meeting to be held at EBACC regarding the future of Community Center.
- Darrin Youker reported to the Council that Feast Berlin II was a success. Darrin requested clarification on the benchmarks for the Park Restroom Project maintenance, once construction is complete. James LeVan reported that Jason Wood, Charles Krall and himself had met with Bob Meminger, Borough Maintenance Supervisor to discuss options for maintaining the bathroom. They are recommending obtaining the Borough's paid staff check / maintain the premises and restock supplies Monday – Friday and that estimates are obtained for the weekends. The Port-O-Pot bill is currently \$150 per month. That annually budgeted money could be used to outsource the maintenance and re-stocking supplies on weekends. A motion to obtain multiple estimates for the Park Bathroom weekend maintenance made by Jason Wood was tabled.

Approval of the Minutes:

- The October 7, 2020, meeting minutes were approved as presented by James LeVan with second by Jason Wood. Motion carried.

Mayor's Report: Roberta Teal read the 19 incidents from the October Police report. The Council requested that Chief Seitz provide Council with the PSP report regarding the traffic incidents that they are involved with in the Borough.

Committee Reports:

Finance: - Roberta Teal reviewed:

- The Profit and Loss statement.
- Payment of Bills - A summary of the bills paid for October totaling \$46,095.47 was reviewed. A motion was made to pay the bills by Jason Wood with a second by David Meixner. Motion carried.
- Subsequent to an informational conversation regarding Budget line items, Roberta Teal stated that the 2021 Proposed Budget is available to advertise for the upcoming December Council Meeting. Donald Dixon motioned advertisement of the 2021 Proposed Budget, second by Anne Geiger.

Streets/ Maintenance: David Meixner read and reviewed the Borough Maintenance Report. He noted that the Park Road paving project will be completed in the spring of 2021 due to Penn-Dot Liquid Fuels regulations. Additionally, the VFW has donated \$1000 to be used towards a Radar Speed sign.

Planning/Zoning: David Meixner read and reviewed the Planning Commission meeting minutes. The developer of 429 West King Street has indicated the possible need to convert the originally planned 55+ owner-occupied condo units into rental units depending on the real-estate market. The developer is planning to submit updated plans subsequent to the Zoning Officer, Engineer and Planning Commission comments. Solicitor Battersby advised that the Borough Engineer would determine the onsite improvements and then a determination is given for either a Irrevocable LOC or Bond at 110% of said estimate. He advised that the Planning Commission should contact the Engineer regarding the site improvement cost(s). The bond or letter-of-credit (LOC) will ultimately need to be acceptable to Solicitor Battersby prior to plan approval. Robyn Hyser, EBACC mentioned the Community Center is concerned with overflow parking from the project. David Meixner stated that the parking spaces would be address during the course of plan review.

Personnel:

- James LeVan discussed the meeting he had with Bob Meminger during public comment.

Parks and Recreation:

- Anne Geiger reviewed the Parks and Recreation Commission meeting minutes. She reported that a second "Feast Berlin II" was a success and noted that Cashman's Hardware had given a generous donation at that time.

Communications:

- Ordinance Codification adopted earlier in the meeting.
- David Meixner is donating a ramp that he no longer uses to the dog park.

Unfinished Business:

- Anne Geiger motioned that the Solicitor and KPI Engineering begin preparation of an ADA, Phase I Bid package, with work beginning on or before June 1, 2021 weather permitting. The bid package is to include compliant parking space(s), ramp and required signage, second by Jason Wood. Motion carried.

New Business:

- Roberta Teal requested the Walt Geiger, on behalf of and in conjunction with the Planning Commission, seek recommendations for suggestions on updating the current Livestock Ordinance, specifically related to chickens. Further discussion was held regarding various other types of animals that may be considered non-traditional pets within the contemplated Ordinance.
- In response to a letter from the Adams County Office for Aging, Inc., Jason Wood motioned to donate \$2000 in the 2021 Budget, second by James LeVan.

- Anne Geiger briefly requested informative help on feral cats within the Borough. Solicitor Battersby offered input regarding the SPCA, TNR Program. He recommended that Anne follow-up with the SPCA.

Ordinance Adoption:

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Correspondence:

- Northeast Adams Fire & EMS Reports
- Training and Webinars Available
- Adams county Office for the Aging, Inc.

PSA – Donald Dixon reported that 630 people voted in person at the East Berlin Area Community Center during the election, Democrats 117 and Republicans 512.

Closure:

The next meeting is scheduled for December 2, 2020, 7:00 PM at the Borough Hall.

Jason Wood motioned to adjourn the meeting at 8:41 PM with a second by Donald Dixon. Motion carried.

Respectfully submitted,

Cindy Smith, Secretary/Treasurer