

MINUTES
BOROUGH OF BERWICK
REGULAR COUNCIL MEETING
JULY 20, 2015
7:00PM

AGENDA:

The regular monthly meeting of council was held at City Hall on Monday evening at 7:00PM July 20, 2015. Council members in attendance were President Alvin Hill, Vice President Scott Bower, Joanne Huntington, Arden Oliver, Travis Petty, Jim Meighan, and Jay Jarrett. Also present were Chief of Police Ken Strish, Fire Chief Bill Coolbaugh, Code Enforcement Officer Greg Harkins, DPW Foreman Jack Kytte, Administrative Assistant Nancy Sborz, and Press Enterprise Reporter Susan Swartz.

Absent were Borough Manager Debra Force and Mayor Tim Burke, the Solicitor Frank Kepner, and the Engineer. A listing of residents in attendance is attached.

The Pledge of Allegiance was recited by all in attendance.

EXECUTIVE

SESSION:

An executive session was held at 6PM on this evening. Nothing was noted by Council to the public.

APPROVAL

OF AGENDA:

A motion was made by Councilman Oliver to approve the agenda, seconded by Councilman Jay Jarrett. The motion carried unanimously to approve the Council Agenda.

CITIZEN APPEALS:

Marilyn Kishbaugh of 2109 Jessup Street read a prepared statement, here in attached, regarding an incident that happened the evening of July 3, 2015 when neighbors were setting off illegal fireworks and embers fell into her yard. At that time she called the police. While she was on the phone with 911 her husband went over to address the situation with the neighbors. It took a second call to 911 and 20 minutes until police showed up.

Chief Strish said the officers probably had other calls.

Mrs. Kishbaugh said she understood. But asked if there was a borough policy concerning illegal fireworks?

Chief Strish said no but one could be created. He went on to say that on July 4th officers handed out warnings. In past years he scheduled extra patrols but this year he was short handed.

Fire Chief Coolbaugh said that New Jersey has no laws regarding fireworks and people that work in Jersey pick them up there and bring them home.

Councilman Jarrett agreed regarding where people obtain the illegal fireworks.

Councilman Bower said Pennsylvania has strict laws regarding the sale of fireworks.

Chief Strish said he had talked to a veteran recently that said the loud fireworks upset him due to his PTSD (post traumatic stress disorder).

Councilman Jarrett said his dog gets frightened and he had to sedate him this year.

- Mrs. Kishbaugh said she would be willing to help with drafting policy.

Council President Hill said for her to get in touch with Council Vice President Bower, as he is head of the Ordinance Committee.

Mrs. Kishbaugh said she would and thanked Council for their time.

- Resident Scott Cozlet of the 300 block of E. 11th Street. Mr. Cozlet said his neighborhood is overrun with feral cats and that is fast approaching a major health hazard. He said the cats are doing their business in gardens and flower beds and getting into garbage cans. He knows of one family that is feeding them. Families can't let their kids out to play for fear of the getting into litter or getting bitten. He mentioned that cats carry lime disease. The neighborhood needs help. Mr. Cozlet said he feels that cats should be licensed and people feeding feral cats should be fined. He was not in favor of the catch, spayed and release because it does not solve the problem.

Councilwoman Huntington said that there is no one to call and the Evy Lyske is not accepting anymore cats.

Mr. Cozlet said he thinks Nescopack has a law on the books but he knows for sure that Northumberland and Shamokin definitely have Ordinances regarding cats.

Chief Strish said he would look into other communities' ordinances.

- Resident Andrew Shector of 1308 Fairview Avenue. Mr. Shector said he called police twice as he watched a drug deal go down on his street and no one showed up. After twenty-five minutes the deal was done and the suspects left the scene.
Chief Strish said there is only 2 officers on duty every shift and will check into it.

PRESENTATIONS: NONE

**APPROVAL OF
THE MINUTES
OF THE
PREVIOUS
MONTH:**

Motion to approve made by Councilman Jarrett and seconded by Councilwoman Huntington. Motion carried unanimously to approve the previous months minutes.

**APPROVE
PAYMENT OF
BILLS:**

Motion to approve bills was made by Councilman Oliver and seconded by Councilwoman Huntington. Motion carried unanimously to approve the list of bills.

AARON ZANOLINE	30.00	ICMA RETIREMENT TRUST	100.00
AMERICAN FAMILY LIFE ASSURANCE	668.07	JA ATEN BEEF JERKY	300.00
ANNUZIATO DEGEORGE	50.00	JACK KYTTLE	180.00
AVAYA, INC	23.00	JAMES DALBERTO	31.32
BARLETTA MATERIALS & CONSTRUCTION	279.03	JAMES DALBERTO	21.66
BARRACUDA NETWORKS, INC	50.00	JAMES DALBERTO	35.00
BERWICK AREA AMBULANCE ASSOCIATION	100.00	JEFF BROWN & THE SONS OF A SAILOR	375.00
BERWICK AREA UNITED WAY	58.00	JOE LAPCHAK	200.00
BERWICK AUTOMOTIVE	98.33	JORDAN HOPPER	129.98
BERWICK AUTOMOTIVE	256.77	KEYSTONE COMMUNICATIONS	123.00
BERWICK AUTOMOTIVE	9.99	KNORR HAULING, INC.	6,187.50
BERWICK FIRE POLICE	116.00	KOVATCH MOBILE EQUIPMENT	894.30
BERWICK HOSPITAL CENTER	570.00	KRAV MAGA ISRAEL LLC	950.00
BERWICK HOSPITAL CENTER	70.00	LARRY C. FRACE INSPECTIONS, LLC	3,916.00
BILL GAMBLE	900.00	LARRY'S LUMBER AND SUPPLY, INC.	26.16
BODNAR SALES & SERVICE	29.54	LAUBACH'S AUTO REPAIR	56.75
BOROUGH OF BERWICK	10,416.19	LAUBACH'S AUTO REPAIR	30.00
BORO OF BWK MUNICIPAL PEN FD	721.06	LECCE ELECTRIC, INC.	1,940.00
BORO OF BWK MUNICIPAL PEN FD	1,076.08	MARK TRAPANE	150.00
BORO OF BWK PAYROLL ACCT	2,242.32	MATTHEWS SPRING WATER	107.50

BORO OF BWK PAYROLL ACCT	35,174.39	MBC SOLUTIONS	2,700.00
BORO OF BWK PAYROLL ACCT	34,686.72	METRO TECHNOLOGY SERVICES, INC.	4,199.00
BORO OF BWK PAYROLL ACCT	32,107.26	METROCAST	127.12
BORO OF BWK PAYROLL ACCT	35,850.50	METROPOLITAN TELECOMMUNICATIONS	694.94
BORO OF BWK PAYROLL ACCT	32,332.61	MGL	304.00
BORO OF BWK PAYROLL ACCT	35.52	MICHAEL BECK	25.00
BORO OF BWK PAYROLL ACCT	94.73	MICHAEL MONICO	1,096.00
BORO OF BWK PAYROLL ACCT	300.00	MICHAEL MONICO	1,096.00
BORO OF BWK PAYROLL ACCT	25.37	MICHAEL MONICO	1,096.00
BORO OF BWK PAYROLL ACCT	67.66	MICHAEL MONICO	1,096.00
BORO OF BWK POLICE PEN	745.19	MICHAEL MONICO	1,096.00
BORO OF BWK POLICE PEN	983.22	MIDLAND ASPHALT MATERIALS INC.	461.01
BOROOF BWK POLICE PEN TRUST FD	1,728.41	MIDLAND ASPHALT MATERIALS INC.	451.60
BOROUGH OF DANVILLE	9.40	MIDLAND ASPHALT MATERIALS INC.	946.37
BOYER'S FOOD MARKET	127.13	NAT ALEXANDER COMPANY	2,400.00
BRADCO SUPPLY CO, INC.	300.00	NATIONAL TACTICAL OFFICERS ASSOC	700.00
BRANDON SHULTZ	60.00	NESCOPECK AGWAY	40.47
BUJNO POTTERY	55.25	P A W C	24.97
CAMPBELL PRINTING CO.	586.70	P A W C	66.30
CARL SIMCHA	550.00	P A W C	2,739.70
CASSANDRA MOWERY	114.50	PA DEPT OF LABOR & INDUSTRY-E	44.00
CENTRAL PA TEAMSTERS HEALTH & WELF.	33,658.42	PA UC FUND	2,272.00
CENTRAL PA TEAMSTERS HEALTH & WELF.	33,743.61	PA UC FUND	295.16
CENTRAL PA TEAMSTERS HEALTH & WELF.	1,124.50	PENN PRIME TRUST	11,930.00
CENTRAL PA TEAMSTERS HEALTH & WELF.	1,878.88	PENNSYLVANIA CHIEFS OF POLICE ASSOC	150.00
CENTRAL PA TEAMSTERS HEALTH & WELF.	2,355.94	PHILIP MAINIERO	100.00
CHARLES CEFALU	25.00	PITNEY BOWES PURCHASE POWER	402.50
CINTAS FIRE PROTECTION	168.30	PPL	1,607.51
CNA SURETY	175.00	PPL	438.26
CNA SURETY	100.00	PPL	106.27
COLE'S HARDWARE	185.60	PPL	502.23
COLE'S HARDWARE	314.27	PPL	12,767.75
COLE'S HARDWARE	369.78	PRESS-ENTERPRISE, INC.	339.20
COLUMBIA COUNTY	125.00	PSAB MUNI RETIREMENT TRUST	4,700.71
COLUMBIA MONTOUR PARTNERSHIP	20.00	RANGER HOSE CO	383.33
CUSTOM ADVERTISING	353.47	RANGER HOSE CO	353.14
DANN MCGANN	25.00	RELIANCE FIRE CO	383.33
DAVID KOVACH	25.00	RHONDA T. KOCH, CCR	75.00
DCED	332.00	RIVERVIEW BLOCK	172.90
DEFENDER FIRE CO.	383.33	ROBERT MAIER	50.00
DOUGLAS CARRATHERS	392.28	ROGER BODWALK	795.80
DWAYNE HEISLER	25.00	Ruthy Stock	600.00
EAGLES FIRE COMPANY	383.33	SCOTT SIENKIEWICZ	30.00
ERIK HELBING	50.00	SEDA-COUNCIL OF GOVERNMENTS	20,320.00
EUGENE GOLLA	50.00	STAPLES CREDIT PLAN	971.41
EVIDENT CRIME SCENE PRODUCTS	333.75	STARR PORTABLES	390.00
FASTENAL COMPANY	463.32	STEPHENSON EQUIPMENT INC	38.73
Fire Board	150.00	STEVE SHANNON TIRE CO	82.94
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	SUNTRUST EQUIPMENT FINANCE	2,998.05

FIRST COLUMBIA BANK & TRUST CO.	1,955.70	SUPERIOR PLUS ENERGY SERVICES	740.51
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	SUPERIOR PLUS ENERGY SERVICES	481.60
FIRST COLUMBIA BANK & TRUST CO.	1,810.32	SUPERIOR PLUS ENERGY SERVICES	222.76
FIRST UNITED METHODIST CHURCH	125.00	SUPERIOR PLUS ENERGY SERVICES	172.56
FORT DEARBORN LIFE INS.	890.53	SUPERIOR PLUS ENERGY SERVICES	569.12
FROMM ELECTRIC SUPPLY	58.58	SUPERIOR PLUS ENERGY SERVICES	71.81
GALETON	47.22	SUPERIOR PLUS ENERGY SERVICES	123.62
GENE POWLUS	175.00	SUSQUEHANNA FIRE EQUIPMENT CO	125.20
HAB-DLT/BERKHEIMER	87.72	SUSY WIEGAND	25.00
HANSON AGGREGATES INC	379.77	TEAMSTERS	1,234.18
HARTMAN & LALLY INSURERS, INC.	2,467.30	THE INTERNET PLACE	17.04
HELENA CHEMICAL CO	260.00	TRAVIS PETTY	127.20
HIGHWAY EQUIP & SUPPLY	916.10	TRI-COUNTY HARDWARE	55.07
HOLDEN SPRUNG	522.05	TURKEY HILL #0302	115.77
HOME DEPOT	218.00	TUZZI'S BAKERY	84.00
ICMA RETIREMENT TRUST	1,693.99	UGI PENN NATURAL GAS	74.65
ICMA RETIREMENT TRUST	100.00	VERIZON WIRELESS	303.15
ICMA RETIREMENT TRUST	1,706.45	WALMART BUSINESS/GECRB	133.57
ICMA RETIREMENT TRUST	100.00	WASHINGTON NATIONAL INS CO	60.90
ICMA RETIREMENT TRUST	1,436.41	WEST BERWICK FIRE CO	383.33
ICMA RETIREMENT TRUST	100.00	WEX BANK	3,672.28
ICMA RETIREMENT TRUST	1,627.24	XEROX CORPORATION	428.31
ICMA RETIREMENT TRUST	100.00	XEROX CORPORATION	373.31
ICMA RETIREMENT TRUST	1,461.76	ZAMBELLI FIREWORKS MANUFACTURING	4,250.00

**REPORTS OF
BOROUGH
OFFICIALS:**

BOROUGH MANAGER: In the Managers absences her assistant Nancy Sborz gave the report that the Parking Enforcement Officer has been hired. His name is Mick Huntsinger. Mick will start Wednesday July 23, 2015 and he trained this past weekend with Daniel.

CODE OFFICE: See attached report. Mr. Harkins added that Carl Rinehimer was in to get a demo permit and requested that the alley be shut down for the demo when it starts. He will let DPW know when he starts so they can set up barricades. Fire Chief Coolbaugh asked that the fire department sign be taken off.

CHIEF OF POLICE: See attached report. Chief Strish reminded Council of National Night Out.

PUBLIC WORKS FOREMAN: See attached report.

FIRE CHIEF: See attached report. Chief Coolbaugh said he is 80% done with clearances, and that they are free after July 26th. The ladder truck that was out for its every 3 year service is now back. A cradle was broken but was covered under warranty and if they did not have the warranty it would have cost \$25,000. - \$30,000.

Council President Hill asked if the warranty could be extended.

Chief Coolbaugh said he would check on it.

Hill asked if the air condition was working and The Fire Chief said yes.

ENGINEER: NONE

SOLICITOR: NONE

MAYOR: NONE

REPORTS

FROM

COMMITTEES: PERSONNEL: NONE

LEGAL & FINANCE: NONE

PARKS & RECREATION: Councilman Jarrett said that for the concert last Thursday the weather was beautiful. He also said that some people talked to him about a dog park, there are 4-5 that would form a committee. He will obtain a work plan and present it to council at a later date.

EMERGENCY MANAGEMENT: Councilman Meighan said there would be a drill in August.

STREET, PARKS & BUILDINGS: NONE

FIRE & WATER: NONE

CODES, RECYCLING & ORDINANCES: Council Vice President Bower said that the Ordinance Committee is working on the Susquehanna Street Ordinance at this time.

SAFETY: DPW Foreman Jack Kytte said the accident count is really good at 0-0-0.

CIVIL SERVICE COMMISSION: NONE

OLD BUSINESS: Tyler Dombroski from SEDA-COG; Tyler spoke about Council's vote on money left from 2014 and the money for 2015. Tyler and council discussed doing a whole community survey or doing a partial for just the areas where money would go to fix roads or the area of the Berwick Theater that might get the 2014 money.

Councilman Petty asked if the new data could be used to award the 2014 money.

Tyler said yes.

Councilman Jarrett asked how long the new data would be good for.

Tyler said he did not know the answer as Harrisburg has not decided. But that 400-500 families need to respond to the survey.

Councilman Petty said the Theater Group could take the lead.

Council President said her had a meeting this past week with Allison Briggs from the Theater Group.

DPW Foreman Jack Kyttle reminded council that the borough would not get the funds until 2016; that the Borough would have to front the money than wait for reimbursement.

Tyler said that he would have to hold a public meeting than it would take about 6 months to get the money.

Council President asked if council could at least vote on Park Place tonight.

Councilman Jarrett suggested that council vote on everything all next month.

Tyler said that would be fine. But he can't have public meeting until council votes.

Councilman Jarrett asked if the Park Place survey could be done before next month.

Tyler said he would be happy to train and provide the script to people making the calls to make the survey valid.

Councilman Jarrett said council should do a mail survey because Jackson Township had a problem and DCED threw out their survey.

Council President Hill asked Tyler if he can just hand out the cards to be mailed back.

Councilman Jarrett said Shannon can hand out the cards.

Tyler said he can also make a trip back to go over some other road in the Borough with Jack Kyttle.

Council Vice President Bower said that E. 10th Street would be a good spot to look at.

Councilman Petty asked about getting outside bids.

DPW Foreman Kyttle said he could do that.

A resident asked what is considered low income; and if SS income counts.

Tyler said yes SSI counts.

**APPROVAL OF
ORDINANCES &**

RESOLUTIONS: ORDINANCE 2015-05 Borough of Berwick Street Cut Ordinance.

Discussion: None.

Motion: Councilman Jarrett

Seconded: Council Vice President Bower

Motion passed unanimously.

NEW BUSINESS: Consider and take action on the following event requests:

- For Lori Hillard to hold her wedding ceremony and photo op at Jackson Mansion on September 26, 2015 starting at 11am. The Jackson Mansion has been notified by Lori and Lori was advised of the no alcohol and clean up policy.
- The re-scheduling of the USA Luge Slider Search Event to the weekend of August 1st and 2nd.
- For a Kayak Poker Run at Test Track Park on August 22, 2015.
- For the Kiwanis to hold the Annual Safety Day event at Test Track Park on Saturday, September 19, 2015 with a rain date of Sunday, September 20, 2015. No electricity needed.
- For Holy Family School's second-annual HOLY 5K run at Test Track Park on Saturday, November 14, 2015. They will need electrical use at the Boat Dock pavilion only.

Discussion: None

Motion: Councilman Jarrett

Seconded: Councilman Meighan

Motion passed unanimously.

Consider and take action to direct Borough Manager Debra Force to advertise a sealed bid for July 4th fireworks for 2016.

Discussion: None

Motion: Councilwoman Huntington

Seconded: Councilman Jarrett

All in favor

Opposed: Councilman Petty

Motion passed.

Consider and take action on the request by MetroCast Communications to place 12x12 inch Wi-Fi signs in the borough as they set up Wi-Fi.

Discussion: None

Motion: Council Vice President Bower

Seconded: Councilman Meighan

Motion passed unanimously.

Consider and take action to direct Borough Manager Debra Force to place an order for a new computer server (Power Edge R430) with the borough's contracted IT Company, MBC Solutions.

Discussion: Councilman Petty asked the cost of a new server. Council President Alvin Hill said approximately \$6,000.00. Councilman Petty asked if we were obligated to get it from MBC Solutions. Mr. Hill said he did not think so. Mr. Petty said that we should get bids.

Motion to get bids: Councilman Petty

Seconded: Councilman Meighan.

Motion passed unanimously to table vote until bids were obtained.

Motion was tabled to await bids.

Consider and take action for Borough Manager, Debra Force and Councilwoman, Joanne Huntington to attend a 1 day PSAB training conference entitled "Budgets 2016" in Lycoming county Tuesday August 4, 2015. The cost is \$100.00 per person attending which includes materials, morning break and lunch.

Discussion: None

Motion: Council Vice President Bower

Seconded: Councilman Jarrett

Motion passed unanimously.

Consider and take action to maintain the 9 new dry wells that BAJSA will install during the Phase I project.

Discussion: Councilman Petty asked Jack Kytte if he reviewed and approved. Jack said yes he did and

Motion: Council Vice President Bower

Seconded: Councilman Jarrett

Motion passed unanimously.

Consider and take action on the proposed Code Fee Schedule.

Discussion: Council first discussed the fee for a Zoning hearing. Council Vice President Scott Bower said that we are not even breaking even on a hearing after we pay expenses. We pay \$50.00 to each board member 5 x \$50. = \$250.00, \$75.00 to the stenographer, and advertisement cost run almost \$175.00. We charge \$325.00. We would like to up the fee to \$400.00. Next discussion was on the swimming pool fees. Council Vice President Bower said we want to lower the fee for above ground blow inflatable pools. Currently we charge \$40.00 for the permit and \$50.00 for the inspection. We want to lower the cost of the permit to \$10.00 and the fee for the inspection would remain as that is what the inspector charges. Councilman Arden Oliver questioned why we are doing this. Council President Alvin said that it is state code that an inspection must be done on pools with a pump; it must have a ground fault receptacle. Councilman Petty asked what other towns do and if our fees were the lowest? President Hill said Briar Creek Borough is lower. Council President Hill said we may be able to ask the inspector to lower his fee also.

An individual vote was called for.

Scott Bower = YES, Jay Jarrett = NO, Jim Meighan = YES,

Travis Petty = YES, Arden Oliver = NO, Joanne Huntington = NO

Alvin Hill = NO

Proposed Fee Schedule Changes fails; 4/3

ADJOURNMENT:

Motion to adjourn made by Councilman Jarrett, Seconded by Councilman Oliver. Motion carried unanimously.

Debra Force, Borough of Berwick

Manager

August 17, 2015