

**MINUTES**  
**REGULAR COUNCIL MEETING**  
**MAY 21, 2018**

**AGENDA:** An Executive Session was held at 6:30PM until 7:50 PM. Regular meeting of the Borough Council, Borough of Berwick, Pennsylvania was held Monday, May 21, 2018 at 7:55PM; in City Hall. Presiding at this meeting was President of Council Jay Jarrett, Council Members Jeri Alley (VP), Andrew Shecktor, Nelson Learn, Bob Lewis, Teresa Troiani and Mayor Tim Burke.

Also present were DPW Foreman Jack Kyttle, Chief of Police Ken Strish, solicitor Attorney Frank Kepner, Borough Administrative Assistant Nancy Sborz, and Press Enterprise reporter Susan Schwartz.

A moment of silence was observed and The Pledge of Allegiance was said.

**APPROVAL OF AGENDA:** Motion by Councilman Learn seconded by Councilman Shecktor carried unanimously to approve the agenda with the following additions requested by Mayor Burke:

1. A request by the Family Restaurant to put a handicapped sign at 2<sup>nd</sup> & Mulberry Streets and
2. A sign request by KFab

**PUBLIC HEARING CITIZENS** A.D George, 1027 LaSalle Street, complaint concerning neighbors next door.

**CORRESPONDENCE PERSONAL** Bill Mench, Mr. George's neighbor concerning same neighbor complaints.

Fred Gause, 333 S. Mercer Street, complaint concerning Wise employees dumping sludge/trash off dock into parking lot. Later it washed out and he had to pick it up. He passed pictures around for Council to see.

**PRESENTATION/ ANNOUNCEMENTS:** NONE

LETTER FROM DCED: Department of Community Economic Development conducted a remote audit of our Environmental Reviews and Labor Standards and found no concerns. Overall our staff is making diligent efforts to comply.

MINUTES 4/16/2018: Approved Motion by Councilwoman Alley seconded by Councilwoman Troiani carried unanimously to approve the Regular Council Meeting Minutes April 16, 2018.

PAYMENT OF BILLS: Approved Motion by Councilwoman Troiani seconded by Councilman Lewis carried unanimously that the following bills be paid.

AARON ZANOLINE	90.00	KENNETH STRISH	1,073.95
AARON ZANOLINE	60.00	KEPNER, KEPNER & CORBA, P.C.	1,733.95
AARON ZANOLINE	45.00	KEPNER, KEPNER & CORBA, P.C.	5,837.50
AARON ZANOLINE	40.00	KEYSTONE COMMUNICATIONS	35.00
AMERICAN FAMILY LIFE ASSURANCE	955.94	KLICK LEWIS	35,914.00
AMERICAN PAPER & SUPPLY INC	403.77	KNORR HAULING, INC.	6,187.50
AMERICAN PAPER & SUPPLY INC	31.75	KNORR HAULING, INC.	6,187.50
AVAYA, INC	30.62	LACAL EQUIPMENT, INC	854.34
AVAYA, INC	30.62	LARRY C. FRACE INSPECTIONS, LLC	3,090.00
BARRY'S SERVICE INC.	62.48	LARRY C. FRACE INSPECTIONS, LLC	3,478.00
BARRY'S SERVICE INC.	138.31	LARRY'S LUMBER AND SUPPLY, INC.	19.54
BARRY'S SERVICE INC.	43.72	LAUBACH'S AUTO REPAIR	224.47
BEAVER VALLEY ENVIRENMENTAL LLC	250.00	MATTHEWS SPRING WATER	181.50
BERWICK AREA UNITED WAY	65.00	MATTHEWS SPRING WATER	22.00
BERWICK HOSPITAL CENTER	166.00	MATTHEWS SPRING WATER	33.00
BILL'S ELECTRONICS	5,670.75	MAYOR'S BALL	200.00
BODNAR SALES & SERVICE	236.29	METROCAST	132.38
BODNAR SALES & SERVICE	48.59	METROCAST	2.17
BODNAR SALES & SERVICE	144.29	METROPOLITAN TELECOMMUNICATIONS	840.84
BOROUGH OF BERWICK	10,587.83	MGL	137.00
BOROUGH OF BERWICK	701.52	MICHAEL MONICO	1,186.00
BOROUGH OF BERWICK	717.48	MICHAEL MONICO	1,186.00
BOROUGH OF BERWICK PAYROLL ACCT	37,767.72	MICHAEL MONICO	1,186.00
BOROUGH OF BERWICK PAYROLL ACCT	38,417.53	MICHAEL MONICO	1,186.00
BOROUGH OF BERWICK PAYROLL ACCT	2,232.12	MICHAEL MONICO	1,186.00
BOROUGH OF BERWICK PAYROLL ACCT	38,217.72	MICHAEL MONICO	1,186.00
BOROUGH OF BERWICK PAYROLL ACCT	35,645.51	NAPA AUTOPARTS BERWICK	104.06
BOROUGH OF BERWICK PAYROLL ACCT	41,410.70	NAPA AUTOPARTS BERWICK	91.02
BOROUGH OF BERWICK PAYROLL ACCT	111.52	NAPA AUTOPARTS BERWICK	52.02
BOROUGH OF BERWICK PAYROLL ACCT	218.64	NATIONAL TACTICAL OFFICERS ASSOC	150.00
BOROUGH OF BERWICK PAYROLL ACCT	542.61	NESCOPECK SUPPLY CO	97.50
BOROUGH OF BERWICK PAYROLL ACCT	111.52	P A W C	50.76
BOROUGH OF BERWICK PAYROLL ACCT	218.64	P A W C	23.86

BOROUGH OF BERWICK PAYROLL ACCT	166.67	P A W C	28.76
BOROUGH OF BERWICK PAYROLL ACCT	542.61	P A W C	16.53
BOROUGH OF BERWICK POLICE PENSION	781.36	P A W C	2,791.10
BOROUGH OF BERWICK POLICE PENSION	809.07	PA NATIONAL FIRE MUSEUM	2,947.59
BOROUGH OF BERWICK RECYCLING FUND	6,200.00	PA TURNPIKE TOLL BY PLATE	6.75
CENTRAL PA TEAMSTERS HEALTH & WELF.	48,527.94	PA UC FUND	2,824.20
CENTRAL PA TEAMSTERS HEALTH & WELF.	2,248.16	PAPER EATERS	495.00
CENTRAL SUS COMM FOUNDATION	200.00	PCCA	250.00
CHAPIN SERVICE	267.52	PENN PRIME TRUST	4,331.00
CNA SURETY	943.75	PENNSYLVANIA MUNICIPAL LEAGUE	150.00
COLE'S HARDWARE	201.89	PENNSYLVANIA ONE CALL SYSTEM	50.00
COLE'S HARDWARE	85.80	PETERS CONSULTANTS, INC.	522.50
COLE'S HARDWARE	256.60	PITNEY BOWES PURCHASE POWER	402.50
COLE'S HARDWARE	3.13	POLICEONE.COM	225.00
COLE'S HARDWARE	125.68	PPL	217.04
COLE'S HARDWARE	46.13	PPL	764.71
COLUMBIA WOOD INDUSTRIES, INC	416.00	PPL	127.61
CONSTELLATION NEWENERGY INC.	11.85	PPL	28.63
CONSTELLATION NEWENERGY INC.	23.01	PPL	1,260.27
CONSTELLATION NEWENERGY INC.	382.51	PRECISION WELDING SUPPLIES	18.30
CONSTELLATION NEWENERGY INC.	12.04	PRESS-ENTERPRISE, INC.	1,774.78
CONSTELLATION NEWENERGY INC.	11.66	PSAB	75.00
CONSTELLATION NEWENERGY INC.	142.27	PSAB MUNI RETIREMENT TRUST	4,863.46
DCED	157.50	QUAD THREE GROUP, INC.	1,245.50
DOUGLAS CARRATHERS	299.00	RANDY GAUGLER	33.70
EAGLES FIRE COMPANY	383.33	RANGER HOSE CO	383.33
EAGLES FIRE COMPANY	383.33	RANGER HOSE CO	383.33
FIRST COLUMBIA BANK & TRUST CO.	1,955.70	RELIANCE FIRE CO	383.33
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	RELIANCE FIRE CO	383.33
FIRST COLUMBIA BANK & TRUST CO.	1,955.70	ROGERS UNIFORMS	160.00
FIRST COLUMBIA BANK & TRUST CO.	3,575.99	SCOTT SIENKIEWICZ	270.00
FIRST COLUMBIA BANK & TRUST CO.	3,575.99	SEEWALD LABORATORIES, INC.	72.00
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	STAPLES CREDIT PLAN	431.86
FSSOLUTIONS	252.35	STAPLES CREDIT PLAN	35.94
FSSOLUTIONS	97.26	STAPLES CREDIT PLAN	71.77
GENERAL CODE	1,082.00	STAPLES CREDIT PLAN	71.56
GOLDEN EQUIPMENT CO, INC	65.87	STATE WORKMEN'S INSURANCE FUND	2,364.00
HAB-DLT/BERKHEIMER	62.80	STEVE SHANNON TIRE CO	131.18
HOLDEN SPRUNG	729.50	STEVE SHANNON TIRE CO	114.00
HOME DEPOT CREDIT SERVICES	65.08	SUPERIOR PLUS ENERGY SERVICES	467.82
HUMMEL, LEWIS & SMITH, LLP	487.50	SUPERIOR PLUS ENERGY SERVICES	77.58
ICMA RETIREMENT TRUST 457-304347	1,964.55	SUPERIOR PLUS ENERGY SERVICES	94.49
ICMA RETIREMENT TRUST 457-304347	155.00	SUPERIOR PLUS ENERGY SERVICES	652.18
ICMA RETIREMENT TRUST 457-304347	1,925.41	TEAMSTERS	1,581.92
ICMA RETIREMENT TRUST 457-304347	155.00	TOTAL ACCESS	741.60

ICMA RETIREMENT TRUST 457-304347	2,068.56	TOWN OF BLOOMSBURG	1,880.00
ICMA RETIREMENT TRUST 457-304347	155.00	TRI-COUNTY HARDWARE	153.14
ICMA RETIREMENT TRUST 457-304347	1,960.22	TRI-COUNTY-LUMBER DIVISION	384.59
ICMA RETIREMENT TRUST 457-304347	155.00	TRI-COUNTY-LUMBER DIVISION	8.55
ICMA RETIREMENT TRUST 457-304347	2,006.29	UGI PENN NATURAL GAS	423.67
ICMA RETIREMENT TRUST 457-304347	155.00	US SUPPLY COMPANY	44.25
JACK KYTTLE	35.00	VERIZON WIRELESS	393.65
JACK KYTTLE	30.00	VERIZON WIRELESS	208.53
JAMES DALBERTO	20.00	WASHINGTON NATIONAL INS CO	243.60
JAMES DALBERTO	27.87	WEST BERWICK FIRE CO	383.33
JEREMY MULDER	20.00	WEST BERWICK FIRE CO	383.33
KEEFER'S ARMY NAVY	599.85	WEX BANK	2,072.90
KEN POLLOCK	66.05	YIS/COWDEN GROUP INC.	63.50

**REPORTS OF  
COMMITTEES**

**MAYOR:** Tim Burke.

April 28<sup>th</sup> the Annual Mayor's Ball was held and raised over \$5,000.00 to be donated back to the community.

Two more fund raising events are planned one for 6/17 and another for 9/9. If anyone has an idea for a worthy cause to donate proceeds to please let him know.

**CIVIL SERVICE:** Damien Scoblink

NONE

**ENGINEER:**

NONE

**SOLICITOR:** Attorney Frank Kepner.

NONE

**PERSONNEL:** Jeri Alley - Jay Jarrett - Nelson Learn

NONE

**LEGAL AND FINANCE:** Jeri Alley - Jay Jarrett  
Nelson Learn

NONE

**PARKS AND RECREATION:** Alvin Hill - Jay Jarrett  
Teresa Troiani

NONE

**EMERGENCY MANAGEMENT:** Jay Jarrett - Andrew  
Shecktor - Greg Harkins.

NONE

**DPW, PARKS, & BUILDINGS:** Nelson Learn-  
Bob Lewis - Andrew Shecktor -Jack Kyttle.

NONE

**FIRE AND WATER:** Alvin Hill - Bob Lewis - Andrew  
Shecktor - Fire Chief Randy Remphrey.

SEE REPORT. Councilman Shecktor requested an update on the Defender antique fire engine. Council President Jarrett said we paid all the bills that have been received so far and hope to have all the bills paid as received.

Chief Remphrey said that on Friday afternoon the fire department along with the American Red Cross gave out/replace 341 smoke alarms with new lithium batteries. The Fire Chief will be the representative to go into the community to install as needed.

**CODES, RECYCLING, & ORDINANCES:** Jeri Alley -  
Alvin Hill - Nelson Learn - Greg Harkins.

SEE CODES REPORT.

**SAFETY:** Bob Lewis.

NONE

**POLICE:** Jeri Alley - Bob Lewis - Teresa Troiani - Police Chief Ken Strish.

SEE REPORT. Council President Jarrett said Council received a letter from Mr. Rick Montosh of 3<sup>rd</sup> Ave thanking Council for listening to his complaint and especially for Officer Shultz helping to file charges against tenants next door. Officer Shultz was very understanding and handled the situation with respect and in a professional manner.

**BAJSA REPORT:**

Monthly minutes are keep on file.

**BUSINESS NOT  
READY FOR  
ACTION or NO**

**ACTION NEEDED:** NONE

**OLD BUSINESS:** NONE

**ORDINANCES &  
RESOLUTIONS:**

RESOLUTION 2018-08: Approved  
Motion by Councilman Lewis seconded by Councilwoman Troiani carried unanimously to approve Resolution 2018-08 authorizing the Borough of Berwick to advertise for bids on the 2003 KME Fire Engine

RESOLUTION 2018-09: Tabled  
Motion by Councilwoman Alley, seconded by Councilman Learn to table changes to the Codes Fee Schedule for further discussions.

**NEW BUSINESS:**

CDBG FFY 2017 ANNUAL ACTION PLAN: Approved  
Motion by Councilman Shecktor seconded by Councilwoman Alley carried unanimously to approve the proposed FFY 2017 Annual Action Plan Substantial Amendment.

PURCHASE OF A 2019 F-350 XL FORD TRUCK: Approved  
Motion by Councilwoman Troiani seconded by Councilman Learn carried unanimously to purchase a 2019 F-350 XL truck not to exceed \$25,000. plus trade-in with funds from Liquid Fuels.

ADVERTISE FOR RECEPTIONIST CODES ASS'T: Motion by Councilman Learn seconded by Councilman Lewis carried unanimously to advertise for the Receptionist/Codes Enforcement Assistant position.  
Approved

MEMO OF UNDERSTANDING FOR HOLDEN SPRUNG: Motion by Councilwoman Alley seconded by Councilwoman Troiani to approve the MOU for Holden Sprung.  
Approved

MOVE FROM PART TIME TO FULL TIME FOR OFFICER ZACHARY EVANS: Motion by Councilwoman Troiani seconded by Councilwoman Alley carried unanimously to approve a move from part-time patrolman to full-time patrolman effective July 1, 2018 for Zachary Evans.  
Approved

AUTHORIZE CIVIL SERVICE COMMISSION TO START HIRING PROCESS: Motion by Councilman Shektor seconded by Councilwoman Troiani carried unanimously to authorize the Civil Service Commission to start the process to hire Police Patrolman.  
Approved

APPOINTMENT TO CIVIL SERVICE COMMISSION: Motion by Councilwoman Alley and seconded by Councilman Learn carried unanimously to approve the appointment of Courtney Stankowicz to the Civil Service Commission as an alternate.  
Approved

CONSENT DECREE FOR DAVID TRAPANE: Motion made by Councilman Learn and seconded by Councilman Lewis (with distaste) to approve the Consent Decree for David Trapane to be allowed back into the pension plan.  
Approved

CODES FEE WAIVER FOR ADA RAMP INSTALLATION: Motion made by Councilman Shektor and seconded by Councilwoman Troiani carried unanimously to approve the waiver of Code fees for ADA ramp installation as part of the Street Paving Projects.  
Approved

CODES FEE                    Motion made by Councilwoman Troiani and seconded  
WAIVER FOR                    by Councilman Shecktor carried unanimously to  
SHED PLACEMENT              approve waiver of Code Fee for the placement of  
AT VINE                        a shed at Vine Street Park.  
STREET PARK:  
Approved

CELL PHONE                    Motion by Councilman Shecktor and seconded by  
USE POLICY:                    Councilman Learn carried unanimously to approve  
Approved                        a Cell Phone Usage Policy While Driving.

NEW HIRE OF                    Motion made by Councilwoman Alley to hire Valarie  
RECEPTIONIST/                Sanute as a part-time Receptionist/Code Assistant  
CODE                            at a rate of \$12.00/hour for a max of 32 hours  
ASSISTANT                      weekly, seconded by Councilwoman Troiani carried  
Approved                        unanimously to approve.

ADDED ITEMS:                NONE

ADJOURNMENT:                Motion by Councilwoman Alley to adjourn the  
meeting.