

**MINUTES**  
**REGULAR COUNCIL MEETING**  
**February 20, 2017**

**AGENDA:**

Regular meeting of the Borough Council, Borough of Berwick, Pennsylvania was held Monday FEBRUARY 20, 2017 at 7:00PM; in City Hall. Present at this meeting was President of Council Alvin Hill presiding and Council Members Jay Jarrett, Andrew Shecktor, Travis Petty, Joanne Huntington, Larry Surkin and Mayor Tim Burke.

Council Vice President Scott Bower was absent due to illness.

Also present were Borough Manager Debra Force, the solicitor Attorney Frank Kepner, Police Chief Ken Strish, DPW Foreman Jack Kyttle, Codes Officer Greg Harkins, Fire Chief Randy Remphrey, and Susan Swartz from the Press Enterprise.

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

**REVIEW &**  
**APPROVAL**  
**OF AGENDA:**

**Added to the agenda was the advertisement for an engineer for the Grant Street Project. Motion to approve the agenda was made by Councilwoman Joanne Huntington, seconded by Councilman Andrew Shecktor. All ayes, motion passes.**

**PUBLIC HEARING,**  
**CITIZENS**  
**CORRESPONDENCE,**  
**PERSONAL APPEALS:**

Borough resident **Bette Grey** brought in evidence of KKK activity in the borough. Flyers in bags of rice were put on her and some neighbor's lawns in recent days. She stated as a community we need to make a statement that this activity is not welcome here. Council President Alvin Hill stated that all of Council would agree that hatred has no place in our community. Police Chief Strish said his department is aware of the recent flyers but there is not much an officer can do unless he sees it happen then we can engage them at that time. He asked that if residents call it in if they see it happening an officer will check it out.

Resident **Bridget Coolbaugh** questioned the status of the Defender audit. She was advised by Council President Alvin Hill and Borough Manager Debra Force that the books just came back from the accountant and will be turned over to the auditor. Mrs. Coolbaugh reminded council that there about \$11,500.00 that is owed to the state because they have no receipts. Council President Hill said Council is aware of that and if there is any inkling of miss-spending it will be turned over to the police department.

A **borough resident** asked who is responsible for street cuts that fail. There is a street cut that has sunk on Front Street at Scanlon. The resident was advised to contact Penn DOT as they issue the street cut permits on state owned roads.

**PRESENTATIONS:** NONE

**PREVIOUS MONTHS MINUTES APPROVED:**

Council President Hill announce an executive session was held at the work shop February 13, 2017 to discuss litigation on the Police grievance and personnel contracts.

**MOTION TO APPROVE JANUARY 16, 2017 MINUTES** was made by **Councilman Larry Surkin** and seconded by **Councilwoman Joanne Huntington**.  
**All ayes. Motion passes.**

**PAYMENT OF BILLS**

**MOTION TO PAY THE BILLS** was made by **Councilman Jay Jarrett** and seconded by **Councilman Andrew Shektor**. **All ayes. Motion passes.**

A & A AUTO PARTS STORES	159.99	LAUBACH'S AUTO REPAIR	31.00
AARON ZANOLINE	110.75	LAUBACH'S AUTO REPAIR	240.12
AMERICAN FAMILY LIFE ASSURANCE	1,084.59	LENDENMANN'S REMODELING	9,400.00
AMERICAN FAMILY LIFE ASSURANCE	1,084.59	LENDENMANN'S REMODELING	4,100.00
AMERICAN PAPER & SUPPLY INC	137.94	LOWE'S	5.64
AMERICAN PAPER & SUPPLY INC	55.41	MARINOS, MCDONALD & KNECHT	162.00
AMERICAN PAPER & SUPPLY INC	14.55	MARINOS, MCDONALD & KNECHT	276.00
ANNETTE BRENNAN	50.00	MATTHEWS FUEL SERVICE, INC.	1,207.51
ANNUZIATO DEGEORGE	50.00	MATTHEWS FUEL SERVICE, INC.	1,917.95
AUTOZONE	27.74	MATTHEWS SPRING WATER	101.50
AUTOZONE	36.46	MATTHEWS SPRING WATER	22.00
AVAYA, INC	27.83	MATTHEWS SPRING WATER	5.50
AVAYA, INC	27.83	METROCAST	127.12
BARRY'S SERVICE STATION	194.12	METROCAST	2.17
BERWICK AREA UNITED WAY	91.00	METROPOLITAN TELECOMMUNICAT	782.11

BERWICK ELECTRICAL SUPPLY, INC.	63.44	METROPOLITAN TELECOMMUNICAT	803.13
BODNAR SALES & SERVICE	144.29	MICHAEL MONICO	1,151.20
BODNAR SALES & SERVICE	125.58	MICHAEL MONICO	1,151.20
BODNAR SALES & SERVICE	144.29	MICHAEL MONICO	1,151.20
BORO OF BWK CAPITAL PROJECTS	24,000.00	MICHAEL MONICO	1,151.20
BOROUGH OF BERWICK GENERAL FUND	11,248.67	MICHAEL MONICO	1,151.20
BORO OF BWK MUNIC EMPLOYEE PEN	830.16	MUNICIPAL EMERGENCY SERVICES	204.26
BORO OF BWK MUNIC EMPLOYEE PEN	838.79	NAPA AUTOPARTS BERWICK	27.83
BOROUGH OF BERWICK PAYROLL ACCT	36,317.35	NAPA AUTOPARTS BERWICK	5.39
BOROUGH OF BERWICK PAYROLL ACCT	37,125.56	NAPA AUTOPARTS BERWICK	133.98
BOROUGH OF BERWICK PAYROLL ACCT	2,299.40	NAPA AUTOPARTS BERWICK	24.32
BOROUGH OF BERWICK PAYROLL ACCT	35,618.35	NAPA AUTOPARTS BERWICK	323.55
BOROUGH OF BERWICK PAYROLL ACCT	38,464.18	NAPA AUTOPARTS BERWICK	321.63
BOROUGH OF BERWICK PAYROLL ACCT	37,189.77	NAPA AUTOPARTS BERWICK	19.94
BOROUGH OF BERWICK PAYROLL ACCT	37,189.77	NAPA AUTOPARTS BERWICK	198.49
BOROUGH OF BERWICK PAYROLL ACCT	37,189.77	NMS	802.00
BOROUGH OF BERWICK PAYROLL ACCT	19.72	ONESOURCE FIRE RESCUE EQUIP	3,770.80
BOROUGH OF BERWICK PAYROLL ACCT	14.08	ONESOURCE FIRE RESCUE EQUIP	638.50
BOROUGH OF BERWICK PAYROLL ACCT	166.67	P A W C	38.41
BOROUGH OF BERWICK POLICE PENSION	711.30	P A W C	58.95
BOROUGH OF BERWICK POLICE PENSION	754.82	P A W C	2,737.24
BORO OF BWK POLICE PENSION TRUST	1,553.86	P A W C	2,737.24
CARGILL INC-SALT DIVISION	1,462.79	PA UC FUND	340.42
CARGILL, INCORPORATED	1,326.15	PENN PRIME TRUST	65,809.00
CARGILL, INCORPORATED	2,964.63	PENNSYLVANIA MUNICIPAL LEAGUE	65.00
CASSANDRA MOWERY	10.00	PENNSYLVANIA ONE CALL SYSTEM	25.40
CENTRAL PA TEAMSTERS HEALTH & WELF	42,482.54	PHILIP KEIFER	134.97
CENTRAL PA TEAMSTERS HEALTH & WELF	2,227.36	PIKES CREEK ASPHALT	754.82
CHARLES GERASIMOFF	20.00	PITNEY BOWES PURCHASE POWER	453.64
CNA SURETY	200.00	PITNEY BOWES PURCHASE POWER	806.50
COLE'S HARDWARE	25.54	PPL	141.81
COLE'S HARDWARE	59.18	PPL	142.81
COLE'S HARDWARE	24.68	PPL	530.96
COLE'S HARDWARE	35.60	PPL	24.12
COLE'S HARDWARE	158.90	PPL	11,513.15
COLE'S HARDWARE	31.98	PPL	72.75
COLE'S HARDWARE	24.11	PPL	116.18
COMPRESSED AIR SYSTEMS, INC.	62.28	PRESS-ENTERPRISE, INC.	487.80
COMPRESSED AIR SYSTEMS, INC.	130.00	PSAB	40.00
CONSTELLATION NEWENERGY INC.	5.64	PSAB	75.00
CONSTELLATION NEWENERGY INC.	29.21	PSAB	260.00
CONSTELLATION NEWENERGY INC.	444.61	PSAB	140.00
CONSTELLATION NEWENERGY INC.	9.75	PSAB	100.00
CONSTELLATION NEWENERGY INC.	2,176.40	RANGER HOSE CO	383.33
CUSTOM ADVERTISING	8.00	READING FIRE EQUIPMENT INC.	747.26
DEBRA FORCE	119.00	REAGAN RAFFERTY	115.00
EAGLES FIRE COMPANY	236.60	RELIANCE FIRE CO	383.33
EAGLES FIRE COMPANY	383.33	RHONDA T. KOCH, CCR	150.00

EASTERN PENN SUPPLY CO.	154.93	RIVERVIEW BLOCK	313.04
ERIK HELBING	50.00	RIVERVIEW BLOCK	309.40
EUGENE GOLLA	50.00	RIVERVIEW BLOCK	223.44
FASTENAL COMPANY	88.68	RIVERVIEW BLOCK	631.96
FIRST COLUMBIA BANK & TRUST CO.	1,955.70	ROBERT MAIER	50.00
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	ROGERS UNIFORMS	198.00
FIRST COLUMBIA BANK & TRUST CO.	1,955.70	STACEY KLINE	400.00
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	STAPLES CREDIT PLAN	284.67
FORT DEARBORN LIFE INS.	965.19	STAPLES CREDIT PLAN	331.26
GEISINGER HEALTH SYSTEM	490.00	STAPLES CREDIT PLAN	195.52
GENERAL SALES, INC.	228.11	STAPLES CREDIT PLAN	286.98
GENERAL SALES, INC.	95.45	STEVE SHANNON TIRE CO	119.00
GREAT AMERICAN PRINTER	1,750.00	STEVE SHANNON TIRE CO	22.95
GREGORY MARTIN	33.36	SUNTRUST EQUIPMENT FINANCE	2,998.05
GUTH LABORATORIES, INC.	52.89	SUPERIOR PLUS ENERGY SERVICES	192.19
HAB-DLT/BERKHEIMER	77.20	SUPERIOR PLUS ENERGY SERVICES	202.45
HARTMAN & LALLY INSURERS, INC.	2,825.45	SUPERIOR PLUS ENERGY SERVICES	342.15
HERSHEY LODGE	209.79	SUPERIOR PLUS ENERGY SERVICES	798.17
HERSHEY LODGE	419.58	SUPERIOR PLUS ENERGY SERVICES	771.62
HOWER'S ELECTRONICS	20.00	SUSQUEHANNA FIRE EQUIPMENT CO	313.50
ICMA RETIREMENT TRUST	1,765.69	TASER INTERNATIONAL	43.42
ICMA RETIREMENT TRUST	150.00	TEAMSTERS	1,253.00
ICMA RETIREMENT TRUST	1,958.45	TGR REPAIR	39.00
ICMA RETIREMENT TRUST	150.00	THE LOCKER ROOM	1,363.00
ICMA RETIREMENT TRUST	1,737.57	TRANS UNION LLC	159.00
ICMA RETIREMENT TRUST	150.00	TRI-COUNTY HARDWARE	38.48
ICMA RETIREMENT TRUST	2,085.74	TRI-COUNTY HARDWARE	223.05
ICMA RETIREMENT TRUST	150.00	TRI-COUNTY-LUMBER DIVISION	74.25
ICMA RETIREMENT TRUST	1,950.51	TRI-COUNTY-LUMBER DIVISION	112.80
ICMA RETIREMENT TRUST	150.00	UGI PENN NATURAL GAS	452.53
IWORQ	4,729.08	UGI PENN NATURAL GAS	462.77
KENNETH STRISH	306.47	VERIZON WIRELESS	306.60
KEYPOINT FRAME & ART	150.00	WALMART BUSINESS/GECRB	296.00
KEYSTONE COMMUNICATIONS	123.00	WASHINGTON NATIONAL INS CO	60.90
KNORR HAULING, INC.	6,187.50	WEST BERWICK FIRE CO	383.33
LACAL EQUIPMENT, INC	948.67	WEX FLEET UNIVERSAL	1,153.20
LARRY C. FRACE INSPECTIONS, LLC	3,380.00		

## REPORTS

### OF

### COMMITTEES:

MAYOR: Tim Burke.

- Not much going on. The Mayor was sporting a fancy new tie. He purchased 8 of them that are

made at Berwick Weaving to promote Berwick History.

ENGINEER: Not in attendance.

SOLICITOR: Attorney Frank Kepner said nothing to report.

- Council President Alvin Hill asked the Solicitor about working on an ordinance to curb drug paraphilia. Attorney Kepner agreed to work with Council and the Police Chief on drafting an ordinance.
- Councilwoman Joanne Huntington asked the Solicitor what progress he has made on the ticket ordinance. Attorney Kepner pulled it from his files and said it is ready to be advertised and go.

PERSONNEL: Travis Petty-Joanne Huntington- Debra Force.

- Some employee contracts still under review.

LEGAL AND FINANCE: Travis Petty-Andrew Shecktor-Debra Force.

- Nothing.

PARKS AND RECREATION: Jay Jarrett - Alvin Hill.

- New Bands being lined up for the summer concerts. And next month will have a listing.
- We may partner with the Frisbee Golf League at the High School to hold a tournament at Test Track Park.

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

- Nothing

STREETS, PARKS, & BUILDINGS: Joanne Huntington-Larry Surkin -Jack Kyttle.

- SEE DPW REPORT.
- The street sweeper will be out tomorrow for the cleaning of inlets.

FIRE AND WATER: Andrew Shecktor, Larry Surkin-Fire Chief Randy Remphrey.

- SEE REPORT.
- Council President Alvin Hill questioned the State Grants that were recently listed in the paper and wondered why only 2 fire houses out of the 4 in Berwick received an \$11,500. Grant. Greg Harkins of Ranger Hose said they recently lost their grant writer and that is why they did not apply. Mr. Hill advised everyone should apply since it is free money from the State and to reach out to one of the other stations for help. A suggestion was made to have a committee do the work for all fire houses.

CODES, RECYCLING, & ORDINANCES: Scott Bower - Larry Surkin - Greg Harkins.

- SEE CODES REPORT.
- Nothing received from Burger King tear down.
- Christos has been cleaned out and gutted and water is all dried up.
- The McLeggan house on 732-734 W. Front St. A walk through has been done and a list made up of all the work that needs to be done and the attorney knows all work must be completed within one year. We are waiting for a stipulation agreement from their attorney (Attorney Kevin Walsh). But the property will remain on the demo list and no permits will be issued until the agreement is reached and signed.

SAFETY: Joanne Huntington-Scott Bower.

- No reported accidents.

POLICE: Scott Bower - Joanne Huntington - Police Chief Ken Strish.

- Chief Strish advised they discussed the police officer that resigned. The Police Clerk advertisement and the positional police clerk. Discussed the uniform purchase and some training accreditation. Went over some of the grant deadlines.
- SEE REPORT.

BAJSA REPORT: Scott Bower.

- SEE REPORT.

**BUSINESS NOT  
READY FOR  
ACTION or NO  
ACTION NEEDED:** NONE

**OLD BUSINESS:** NONE

**ORDINANCES &  
RESOLUTIONS:**

- RESOLUTION 2017-01 TAX ANTICIPATION NOTE  
The Borough Manager contacted 5 banks to get an interest rate. 3 banks responded: First Columbia, First Keystone Community Bank and FNB Bank. First Keystone Community Bank came in with the lowest interest rate of .97%. The note will be for \$500,000. For 1 year.  
**A motion was made to approve the RESOLUTION with First Keystone Community Bank at .97% by Councilman Larry Surkin and seconded by Councilwoman Joanne Huntington. All Ayes, motion passes.**
- RESOLUTION 2017-02 Hazard Mitigation Plan. **A motion was made to approve by Councilman Andrew Shektor and seconded by Councilwoman Joanne Huntington. All ayes, motion passes.**

**NEW BUSINESS:**

1. Consider and take action on awarding engineering firm for demolition of properties on the HUD listing:

Discussion: Council President Hill said that they had 8 bids. The lowest was \$8,935.00 and the highest was \$58,800.00. SEDA-COG's Tyler Dombroski gave council the top 3. Councilman Travis Petty said Peters was the only firm that actually went out to the sight and to the meeting. But he was missing asbestos costs but he stated that at most it would be \$500.00 for each property for a total of \$25,000.00.

**A motion was made by Councilman Larry Surkin to approve Peters Consultants with the asbestos costs of \$25,000.00. This was seconded by Councilman Jay Jarrett. All ayes, motion passes.**

2. Consider and take action to waive Zoning fees (appx \$400.00) for the Stuart Tank Museum to be located at 309 N. Vine Street (the old Red Cross building).

Discussion: None.

**Motion to approve was made by Councilman Larry Surkin  
Seconded by Councilman Andrew Shecktor. All ayes, motion passes.**

3. Consider and take action to pave High School Avenue at an estimated cost of \$25,000.

Discussion: This would need to go out for bid. This is a high traffic area and may be combined with other streets for bid. This would be for half the alley. Appx 375 feet of paving.

**Motion to approve Councilman Travis Petty and seconded by  
Councilwoman Joanne Huntington. All ayes, motion passes.**

4. Consider and take action to pave the un-named alley behind Martz Technology at an estimated cost of \$20,000.- \$25,000.

DISCUSSION: Councilman Petty asked if this was discussed with the Borough's Solicitor. Attorney Kepner said it would be ok but we should have an agreement drawn up that states they are not getting any special ownership. They are paying for paving but nothing extra for the cost sharing. DPW Supervisor Jack Kyttle said this is a project his men could do. Council President Hill said we may get a better price with 2 projects. Put them both out for bid. Councilman Petty said to put out for 2 bids. One for just High School Ave and another for High School Ave and the un-named Alley.

**Motion to approve was made by Councilman Surkin to put out a bid for High School Ave and another for High School and the alley. This was seconded by Councilman Jay Jarrett. All ayes, motion passes. Councilmen Shecktor and Petty abstained from the vote.**

5. Consider and take action set the 2017 Dumpster Day for May 13<sup>th</sup>.

DISCUSSION: We will need to put out bids for appx 15 dumpsters.



**A motion was made by Councilman Larry Surkin and seconded by Councilwoman Joanne Huntington. All ayes, motion passes.**

6. Consider and take action for the Berwick Area Marketing Committee to hold "Historic Berwick Food Festival" on Saturday May 13, 2017.

DISCUSSION: This event will be 11-6pm on Market Street. Councilman Jarrett said plans are in motion. He will have a full report next month.

**A motion was made by Councilman Larry Surkin pursuant to permit approval from Penn DOT to close Market Street and bathroom facilities. This was seconded by Councilman Andrew Shektor. All ayes, motion passes.**

**ADDED ITEMS:**

- A. Consider and take action to advertise for the Grant Street Project.

DISCUSSION: Councilman Petty stated that this would be paid with CDBG money of apprx \$75,000.00 - \$100,000.00.

**A motion was made by Councilman Travis Petty. This was seconded by Councilman Larry Surkin. All ayes, motion passes.**

**ADJOURNMENT:**

**Motion to adjourn made by Councilman Petty.**