

**MINUTES**

**REGULAR COUNCIL MEETING**

**March 4, 2024**

**7:00PM Council Meeting**

THE BUSINESS OF THE COUNCIL SHALL BE CONDUCTED IN THE FOLLOWING ORDER:

1. Call to Order by presiding officer  
Moment of silence, Pledge of Allegiance.
2. Roll Call (if quorum is not present, the meeting shall thereupon be Adjourned to a specific date by the majority vote of those present)
3. Review and approval of agenda.
4. Presentation
5. Citizen Correspondence/Personal Appeals - Agenda Items
6. Business Not Ready for Action or No Action Needed
7. Old Business
8. Introduction of Ordinances and Resolutions
9. Consent Agenda
10. New Business
11. Added Items
12. Citizen Correspondence/Personal Appeals - Non-Agenda Items
13. Adjournment

**ITEM 1. CALL TO ORDER BY PRESIDING OFFICER: Council President Robert Lewis**

**ITEM 2. ROLL CALL (Attendance)**

<u>COUNCIL MEMBERS</u> <u>&amp; MAYOR</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>OFFICERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
LEWIS	<u>  X  </u>	<u>      </u>			
JARRETT	<u>  X  </u>	<u>      </u>	Chief of Police	<u>  X  </u>	<u>      </u>
KARAFINSKI	<u>  X  </u>	<u>      </u>	Solicitor	<u>      </u>	<u>  X  </u>
LEARN	<u>  X  </u>	<u>      </u>	Engineer	<u>      </u>	<u>  X  </u>
MOCCIA	<u>  X  </u>	<u>      </u>	DPW Foreman	<u>  X  </u>	<u>      </u>
TROIANI	<u>      </u>	<u>  X  </u>	Reporter(s)	<u>Susan Schwartz (PE)</u>	
WOZNIAK	<u>  X  </u>	<u>      </u>	Fire Chief	<u>  X  </u>	<u>      </u>
MAYOR BURKE	<u>  X  </u>	<u>      </u>			
Borough Manager	<u>  X  </u>	<u>      </u>			

**ITEM 3. REVIEW & APPROVE CURRENT AGENDA:**

Discussion - None

Motion: Mr. Jarrett Second: Ms. Wozniak

All in favor, agenda approved.

**ITEM 4. PRESENTATION: None**

**ITEM 5. Citizen Correspondence / Personal Appeals - Agenda Items**

None

**ITEM 6. BUSINESS NOT READY FOR ACTION:**

1. Berwick Theater - Councilperson Jarrett requested that Council considered an additional contribution to Berwick Theater from CLFRF funds, for the purpose of assisting the organization in reopening. Laura Knorr, theater's director, was present, and provided update on status, both in regards to work needed and finances. Discussion was held on other fundraising initiatives. Borough Manager will add request for funding to next agenda.
2. Investments - Borough Manager provided update on funds, including areas where it is viable to look at investments. Based on current rates, and the flexibility it provides, Borough Manager recommended utilizing PLGIT, as opposed to bonds or CDs. Council noted that Borough Manager, at his discretion, could move funds from money market account to PLGIT.
3. Parks Study - Borough Manager provided update on parks study, including basic explanation of what the final product will entail. Noted that Council will have an opportunity to contribute, and encouraged them to do so at that time.
4. Stormwater Ordinance - Borough Manager noted that an update to the stormwater ordinance will be forthcoming for Council to consider, and noted that, for a variety of reasons, that update is something that will need to be passed. Nothing is ready to view at this time.
5. Around the Table
  - a. Mr. Kytte - DPW is working on water/electric upgrades at Test Track Park. Streambank restoration project is set to begin 4/8.
  - b. Councilperson Jarrett - Asked that meetings be scheduled for committees to move forward with zoning updates and changes to fire chief selection.
  - c. Chief Strish - Noted that Annual Report is almost complete. Reported that grants are going well. Provided an update on staffing shortages due to workplace injuries.
  - d. Councilperson Karafinski - Asked question about recruiting for Fire Department, which Chief Coolbaugh will address as part of his report.
  - e. Chief Coolbaugh - Working on starting a firefighting club at Berwick High School. Finalizing grant application for air packs. Ladder truck part is ordered. New ladder truck still on schedule for September/October delivery. Working with Police Department on some training.

**ITEM 7. OLD BUSINESS:**

None

**ITEM 8. APPROVAL OF ORDINANCES AND RESOLUTIONS:**

None

**ITEM 9. CONSENT AGENDA**

1. Consider and take action to approve all items on the Consent Agenda, as follows:

- a. Approve the minutes of the February 19, 2024 meeting of Council
- b. Approve payment of Pine Ridge Construction Management Pay App #10, in the amount of \$12,429.75, to be paid utilizing CDBG funds
- c. Accept with regrets the resignation of Department of Public Works employee Douglas Carruthers, effective March 12, 2024
- d. Accept with regrets the resignation of Zoning Hearing Board member Erik Helbing, effective immediately
- e. Advertise to fill one open full-time position with the Department of Public Works
- f. Advertise to fill one open position on the Zoning Hearing Board
- g. Approve the purchase of one Rockland Model #BHG-20-QC Brush Handling Grapple from Bradco Supply Co., in the amount of \$19,666, to be reimbursed in part by state recycling grant

Discussion: None

Motion: Mr. Learn Second: Mr. Karafinski  Approved,  Denied,  Tabled

All in favor, consent agenda approved.

**ITEM 10. NEW BUSINESS**

1. Consider and take action to approve Tentative Agreement between Borough of Berwick and Teamsters Local 764 for Blue and White Collar employees.

Discussion: Borough Manager confirmed that there will be on final vote on the final document, likely at next meeting.

Motion: Mr. Jarrett Second: Mr. Karafinski  Approved,  Denied,  Tabled

All in favor, motion approved.

2. Consider and take action to approve Fire Board request to authorize up to \$40,000 of Fire Protection Fund to be utilized for the purchase

and upfit of a Fire Police vehicle, with the understanding that all governmental procurement rules must be followed.

Discussion: Explanation was provided on how this came to be. Fire Chief confirmed that current unit is back in service, as of today. Extensive conversation held on various options. Borough Manager requested a motion to table, based on suddenness of this item, and wanting some time to vet multiple possible options. Motion was made to table.

Motion: Mr. Learn Second: Mr. Moccia  Approved,  Denied,  Tabled

All in favor, item table.

3. Consider and take action to approve transfer of 2018 Chevrolet Tahoe, VIN 1GNSKDEC1JR358936, for use as a Berwick Fire Department command vehicle.

Discussion: It was noted that Fire Board recommended this action.

Motion: Ms. Wozniak Second: Mr. Jarrett  Approved,  Denied,  Tabled

Voting in favor were Councilpersons Lewis, Jarrett, Learn, Moccia and Wozniak. Voting in opposition was Councilperson Karafinski. Motion approved via 5-1 vote in favor.

4. Consider and take action to authorize a transfer in the amount of \$18,000 from Berwick Fire Protection Fund to Berwick General Fund, representing the value of transferred 2018 Chevrolet Tahoe.

Discussion: Borough Manager presented estimates based on values for similar items, and noted that \$18,000 seemed to be a number that was fair to both accounts.

Motion: Mr. Jarrett Second: Mr. Learn  Approved,  Denied,  Tabled

All in favor, motion approved.

**ITEM 11. ADDED ITEMS**

None

**ITEM 12. Citizen Correspondence / Personal Appeals - Non-Agenda Items**

None

**ITEM 13. ADJOURNMENT:** Motion: Mr. Moccia Second: Mr. Karafinski

Meeting adjourned.