

MINUTES

REGULAR COUNCIL MEETING March 16, 2026 6:00PM 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. Hearings
5. Presentations
6. Citizen Correspondence/Personal Appeals - Agenda Items
7. Reports of Committees
8. Business Not Ready for Action or No Action Needed
9. Old Business
10. Introduction of Ordinances and Resolutions
11. Consent Agenda
12. New Business
13. Added Items
14. Citizen Correspondence/Personal Appeals - Non-Agenda Items
15. Adjournment

ITEM 1. CALL TO ORDER BY PRESIDING OFFICER: Council President Jeri Wozniak

ITEM 2. ROLL CALL (Attendance)

<u>COUNCIL MEMBERS</u> <u>& MAYOR</u>	PRESENT	ABSENT	<u>OFFICERS</u>	PRESENT	ABSENT
WOZNIAK	<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>X</u>	<u> </u>
LEARN	<u>X</u>	<u> </u>	Engineer	<u> </u>	<u>X</u>
LEWIS	<u>X</u>	<u> </u>	DPW Foreman	<u> </u>	<u>X</u>
MOCCIA	<u>X</u>	<u> </u>	Reporter(s)	<u>Susan Schwartz (PE)</u>	<u> </u>
TROIANI	<u>X</u>	<u> </u>	Fire Chief	<u>X</u>	<u> </u>
MAYOR BURKE	<u>X</u>	<u> </u>	Code Enforcement	<u>X</u>	<u> </u>
Borough Manager	<u>X</u>	<u> </u>			

ITEM 3. REVIEW & APPROVE CURRENT AGENDA:

Discussion - None

Motion: Mr. Jarrett Second: Mr. Karafinski

ITEM 4. HEARINGS:

1. Hearing No. 1 will be on the application of Brandon Kotsko, Techniserv, Inc., for a conditional use of the Borough of Berwick Zoning Ordinance Section 503.4 "Conditional Uses". Applicant is requesting a new rear manufacturing addition at 12,500 square feet and a proposed new front office addition at 16,800 square feet. Rear manufacturing addition plus front office addition equals 29,300 square feet in total. Conditional use hearing is required by Berwick Borough Council for property located at 315 South Eaton Street, Berwick, PA 18603. Said property is located in an L-1 Light Industrial Zoning District.

ITEM 5. PRESENTATIONS:

1. Josh Nespoli, Community Strategies Group - Coblenz Update

Mr. Nespoli provided update on timeline. Project should be ready to submit for code review in April, with a goal of groundbreaking in June. Acknowledged that full interior buildout will require securing more funding, but that the exterior will be complete in this round, as well as a portion of the interior use.

2. Shannon Caluori, Hailstone Economic - Berwick Zoning Ordinance

Extensive review of proposed updates to zoning ordinance. This included both general goals, and specific use questions. Ms. Caluori indicated that a draft ordinance will be prepared for Council's review next month.

ITEM 6. Citizen Correspondence / Personal Appeals - Agenda Items

- Ralph Schumacher - Commented on thoughts regarding zoning. Feels that citizens should be more involved with the process, possibly through a citizen advisory board.

ITEM 7. REPORTS OF COMMITTEES

MAYOR: Mayor Tim Burke

ENGINEER: Quad 3

SOLICITOR: Attorney Frank Kepner

PERSONNEL: Tom Moccia, Nelson Learn, Jay Jarrett

LEGAL AND FINANCE: Tom Moccia, Nelson Learn, Jay Jarrett

PARKS AND RECREATION: Teresa Troiani, Ray Karafinski, Jay Jarrett

EMERGENCY MANAGEMENT: Greg Harkins, Jeri Wozniak, Teresa Troiani, Jay Jarrett

STREETS, PARKS, & BUILDINGS: Jack Kyttle, Bob Lewis, Nelson Learn, Jeri Wozniak

FIRE AND WATER: Jeri Wozniak, Ray Karafinski, Bob Lewis

CODES, RECYCLING, & ORDINANCES: Nelson Learn, Tom Moccia, Ray Karafinski - Attorney Kepner is working through administrative search warrants, hopes to have something ready to file by the end of the week. It was additionally noted that there have been lights on in a condemned property, with a request that police keep an eye on it for trespassers.

SAFETY: Bob Lewis - Borough Manager provided an update regarding ongoing safety concerns during Run for the Diamonds, noting that the race association understands it needs to be a partner in keeping the event safe.

POLICE: Chief Reagan Rafferty, Teresa Troiani, Tom Moccia, Ray Karafinski

FIRE: Chief Bill Coolbaugh

BAJSA REPORT: See Report

ITEM 8. BUSINESS NOT READY FOR ACTION:

1. Parking on East 4th Street - Borough Manager noted that there have been complaints about large vehicles being unable to navigate sections of E. 4th Street. Discussion was held regarding lack of off-street parking available, making it difficult to ban parking on one side of the street.
2. Fire Department Training Facility - The department would like to explore doing a small trainer facility on Borough-owned property east of Test Track Park. Council expressed a general willingness to allow, and requested a more formal proposal from the department.

ITEM 9. OLD BUSINESS:

ITEM 10. APPROVAL OF ORDINANCES AND RESOLUTIONS:

ITEM 11. CONSENT AGENDA

1. Consider and take action to approve all items on the Consent Agenda, as follows:
 - a. Approve the minutes of the February 16, 2026 Council Meeting
 - b. Approve the March 2026 bill listing as presented
 - c. Approve Advertisement of Ordinance 2026-XX, Amending Ordinance 2022-06, Regulating Mobile Home Parks

- d. Approve Separation Property Buyout, Transfer, and Liability Agreement between Jeremy Mulders and the Borough of Berwick
- e. Accept with regrets the resignation of Officer Jeremy Mulders, effective March 14, 2026
- f. Authorize purchase and installation of mini-split system in treasurer's office, as per Total HVAC, LLC Estimate #2173, in the amount of \$5,800

Discussion: None

Motion: Mr. Learn Second: Mr. Lewis ☒ Approved, ☐ Denied,
☐ Tabled

All in favor, motion approved.

ITEM 12. NEW BUSINESS

1. Consider and take action to accept Barry Isett & Associates, Inc., Test Track Swale Reconstruction - Stormwater Design Plans proposal, project #313824.002, in the amount of \$57,000, with cost to be split evenly between Borough of Berwick and BAJSA

Discussion: Borough Manager explained the project, its spot in Berwick's MS4 program, and why we were are using Isett.

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

ITEM 13. ADDED ITEMS

ITEM 14. Citizen Correspondence / Personal Appeals - Non-Agenda Items

- Don Smith, Spring Garden Avenue - Felt judged for coming to Council with rat complaints. Neighbor is reporting new rats.
- Frank Spaid - Working on completing a plan for a shelter, including full social service hub.

Following adjournment, Council will meet in executive session to discuss the following:

- Specific Fire Department personnel; and
- A potential lawsuit related to the reimbursement of repaid HOME Grant funds.

Council will take no further action following the completion of these sessions.

ITEM 15. ADJOURNMENT: Motion: Mr. Karafinski Second: Mr. Learn

Meeting adjourned.