MINUTES

REGULAR COUNCIL MEETING
June 2, 2025
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. 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)

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

***Borough Council met in Executive Session on May 24, 2025, to discuss specific Police Department personnel.**

ITEM 3. REVIEW & APPROVE CURRENT AGENDA:

Discussion - None

Motion: Mr. Jarrett Second: Mr. Learn

All in favor, agenda approved.

ITEM 4. PRESENTATION:

- Homeless Update – Krunal Thakore (The Gatehouse) and Karla Alexander (Agape) gave a recap of Berwick's Code Blue program, as well as a general overview of the status of homelessness in Berwick. Reviewed use of Borough-provided funds to date.

ITEM 5. Citizen Correspondence / Personal Appeals – Agenda Items

None

ITEM 6. BUSINESS NOT READY FOR ACTION:

1. Zoning Ordinance – Borough Manager reviewed need to do a thorough update to Zoning Ordinance, with the recommendation that the Borough consider using an outside agency to do so. Council approved Borough Manager drafting a Request for Proposals to consider advertising.

2. Around the Table

    a. DPW Foreman – Noted that Big Rock Paving is working in Park Place right now. DPW will be working in Sponsler Park throughout the summer.
    b. Councilperson Jarrett – Acknowledge the retirement announcement of Chief of Police Ken Strish, thanking him for his years of service to the Borough. This sentiment was echoed around the table.
    c. Borough Manager – Discussed Multimodal Transportation grant application, and informed Council that there was a chance a request could be made to impact the traffic pattern on Susquehanna Avenue as part of this plan.
    d. Councilperson Troiani – Noted that she had reconsidered her stance on waiving zoning variance hearing fees, specifically for individual homeowners, and questioned if there was a way to be friendlier to small projects. Some ideas were considered, with the ultimate outcome being a general agreement to remain open-minded.
    e. Councilperson Moccia – Requested clarification on the process to waive permit fees, which Borough Manager provided, noting that approval comes from a public Council vote, other than for the fire department or work on the Jackson Mansion.
    f. Fire Chief – Ladder truck repairs are complete, and the truck is back in service.
    g. Code Enforcement – Report provided.

ITEM 7. OLD BUSINESS:

None

ITEM 8. APPROVAL OF ORDINANCES AND RESOLUTIONS:

1. Ordinance No. 2025-01, Stormwater Update
   Discussion: Borough Manager reminded Council that this is a MS-4 requirement.

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

   All in favor, ordinance approved.

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 May 19, 2025 Meeting of Council
   b. Approve advertisement of Borough of Berwick Ordinance 2025-xx, Vacating an Alley
   c. Approve advertisement of Borough of Berwick Ordinance 2025-xx(a), Vacating an Alley
   d. Approve payment of Northeast Industrial Services, Inc., Pay App #1, in the amount of $4,043.20, for CDBG Removal of Blighted Structure at 316 East 16th Street project, to be paid utilizing CDBG funds
   e. Approve payment of Northeast Industrial Services, Inc., Pay App #1, in the amount of $3,044.75, for CDBG Removal of Blighted Structure at 907 Rear North Arch Street project, to be paid utilizing CDBG funds
   f. Accept donation from Berwick Blueprint Communities group of up to four (4) benches for downtown Berwick
   g. Designate PA Aluminum invoice, in the amount of $13,630, as for the CDBG-Sponsler Park Project, to be reimbursed to the General Fund by CDBG funds
   h. Designate TreeTop Products, LLC invoice, in the amount of $10,097.85, as for the CDBG-Sponsler Park Project, to be reimbursed to the General Fund by CDBG funds

   Discussion: None

   Motion: **Mr. Learn** Second: **Ms. Troiani** ☒ Approved, ☐ Denied, ☐ Tabled

   All in favor, consent agenda approved.

ITEM 10. NEW BUSINESS

1. Consider and take action to approve CDBG FFY 2025 project list as follows:

- Administrative Costs - $45,768
- Street Reconstruction, Warren Street - $162,176
- Removal of Blight - $69,503

Discussion: Explanation provided by SEDA-COG staff. Conversation on how much of Warren Street could be paved. Borough Manager noted that this could end up being a multi-year project, with sections done as funding allowed.

Motion: **Ms. Wozniak** Second: **Mr. Karafinski** ☒ Approved, ☐ Denied, ☐ Tabled

All in favor, motion approved.

2. Consider and take action to accept Berwick Borough "Paving" project base bid from Big Rock Paving in the amount of $64,038, conditional upon final review of all bid documents.

   Discussion: Borough Manager confirmed that this was for E. 10th Street.

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

   All in favor, motion approved.

3. Consider and take action to accept Berwick Borough "Paving" project alternate bid from Big Rock Paving in the amount of $43,403, conditional upon final review of all bid documents.

   Discussion: Borough Manager confirmed that this was for E. 8th Street.

   Motion: **Mr. Jarrett** Second: **Ms. Troiani** ☒ Approved, ☐ Denied, ☐ Tabled

   All in favor, motion approved.

4. Consider and take action to authorize Borough Manager to approve a change order with Big Rock Paving for "Paving" project approved in New Business Items 2 and 3 of this meeting, representing repairs to Park Boulevard and Linden Drive, with final price to be determined based on Schedule of Prices for this project, not to exceed $20,377.50.

   Discussion: Borough Manager explained that this would cover portions of these streets that UGI was not required to pave as part of its work; this would prevent there being a gap of unpaved street in this middle of an otherwise newly paved street.

   Motion: **Mr. Learn** Second: **Ms. Wozniak** ☒ Approved, ☐ Denied, ☐ Tabled

   All in favor, motion approved.

ITEM 11. ADDED ITEMS

None

ITEM 12. <u>Citizen Correspondence / Personal Appeals – Non-Agenda Items</u>

- Don Smith, Spring Garden Avenue – Questioned how to make a street no parking on one side, specifically W. Bowman Street near Family Dollar.

ITEM 13. <u>ADJOURNMENT</u>: Motion: <u>Mr. Jarrett</u> Second: <u>Ms. Troiani</u>

Meeting adjourned.