

MINUTES
BOROUGH OF BERWICK
MONTHLY COUNCIL MEETING
SEPTEMBER 21, 2015
7:00PM

AGENDA:

Executive Session was held before the monthly meeting to discuss personnel – No action was taken.

The regular monthly meeting of council was held at City Hall on Monday evening at 7:00PM August 17, 2015.

- Call to order by presiding officer.
- A moment of Silence was observed and The Pledge of Allegiance was recited by all in attendance.

ATTENDANCE CALLED:

- President Alvin Hill: Present
- Vice President Scott Bower: Present
- Joanne Huntington: Present
- Councilman Jay Jarrett: Absent
- Arden Oliver: Present
- Travis Petty: Present
- Jim Meighan: Present
- Mayor, Tim Burke: Absent
- Borough Manager, Debra Force: Present
- Solicitor, Attorney Frank Kepner: Present
- Engineer: Absent
- Chief of Police, Ken Strish: Present
- Fire Chief, Bill Coolbaugh: Present
- Code Enforcement Officer, Greg Harkins: Present
- DPW Foreman, Jack Kytte: Present
- Administrative Assistant, Nancy Sborz: Absent
- Press Enterprise Reporter, Susan Swartz: Present
- A listing of residents in attendance is attached

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**APPROVAL
and/or
ADMENDMENTS
OF AGENDA:**

**CITIZEN
CORRESPONDANCE
And PERSONAL
APPEALS:**

PRESENTATIONS:

**APPROVAL OF
THE MINUTES
OF THE
PREVIOUS
MONTH:**

- Motion made by Councilman Bower to approve the agenda, seconded by Councilwoman Huntington. All aye; motion passed.

- Mindy Betz of 438 E. 6th Street is concerned about parking in front of her residence. The Borough Manager was directed to meet with her.
- Lori Shadle of 409 E. 2nd Street had a complaint for the Police Department of cars not moving in front of her beauty salon. She has spoken to the neighbor and to the Police with no results. Police Chief Strish said he would look into it.
- Akoia Shoemaker and Amber Yost 1710 Chestnut Street reported a dog in the house at 300 Summerhill Avenue. No one lives there. The man lives across the street, has called the Police Department a number of times. No one comes. Police Chief Strish said he knows the house and will stop there tonight after the council meeting and talk to the dog's owner.

- NONE

- Councilman Oliver made a motion to approve the September minutes, 2nd was made by Councilman Bower. All ayes; motion passed.

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**APPROVE
PAYMENT OF
BILLS:**

Councilwoman Huntington made a motion to approve payment of the bills, 2nd by Councilman Oliver. All ayes; motion passed.

12TH MAN BOOSTER CLUB	165.00	JAMES DALBERTO	237.72
A & A AUTO PARTS STORES	159.99	JASON HART	163.68
A. O. RENT	346.55	JIM & GLENDA MOSER	8,000.00
AARON ZANOLINE	138.82	JIMMY PECA	550.00
AARON ZANOLINE	35.00	JOHN S BAIRD, JR. PH.D.	225.00
AARON ZANOLINE	50.00	JORDAN HOPPER	53.48
AARON ZANOLINE	104.99	KEEFER'S ARMY NAVY	259.95
AMERICAN FAMILY LIFE ASSURANCE	668.07	KEPNER, KEPNER & CORBA, P.C.	2,644.90
AMERICAN PAPER & SUPPLY INC	393.57	KEVIN RYMAN INC	1,913.41
AVAYA, INC	23.00	KEYSTONE COMMUNICATIONS	123.00
BARRACUDA NETWORKS, INC	50.00	KNORR HAULING, INC.	6,187.50
BARRY'S SERVICE STATION	28.23	KOVATCH MOBILE EQUIPMENT	122.96
BERWICK 9/11 MEM T9 EAGLE PROJECT	1,000.00	LARRY C. FRACE INSPECTIONS, LLC	2,400.00
BERWICK AUTOMOTIVE	43.19	LAUBACH'S AUTO REPAIR	247.33
BERWICK AUTOMOTIVE	755.25	LENDENMANN'S REMODELING	6,700.00
BERWICK ELECTRICAL SUPPLY, INC.	119.39	MATTHEWS SPRING WATER	85.50
BERWICK ELECTRICAL SUPPLY, INC.	54.12	MBC SOLUTIONS	2,719.96
BERWICK HOSPITAL CENTER	1,037.00	MBC SOLUTIONS	11,299.21
BEST LINE EQUIPMENT	33.30	MEMORY LANE	750.00
BILL GAMBLE	630.00	METROCAST	127.12
BLOOMSBURG UNIVERSITY	1,000.00	METROPOLITAN TELECOMMUNICATIONS	742.18
BODNAR SALES & SERVICE	30.09	MICHAEL LONG	334.98
BOROUGH OF BERWICK	11,325.42	MICHAEL MONICO	1,096.00
BOROUGH OF BERWICK	6,455.68	MICHAEL MONICO	1,096.00
BOROUGH OF BERWICK	720.94	MICHAEL MONICO	1,096.00
BOROUGH OF BERWICK	716.87	MICHAEL MONICO	1,096.00
BORO OF BWK PAYROLL ACCT	2,242.32	MIDLAND ASPHALT MATERIALS INC.	955.25
BORO OF BWK PAYROLL ACCT	33,761.54	NRS	97.32
BORO OF BWK PAYROLL ACCT	32,207.00	O'NEIL EXCAVATING	100.00
BORO OF BWK PAYROLL ACCT	32,958.79	P A W C	62.30
BORO OF BWK PAYROLL ACCT	32,347.27	P A W C	2,739.70
BORO OF BWK PAYROLL ACCT	300.00	PABCO	190.00
BOROUGH OF BERWICK POLICE PENSION	608.56	PARADIGM EMERGENCY PHYSICIANS	520.00
BOROUGH OF BERWICK POLICE PENSION	604.40	PAUL DIPIPPA	50.00

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BORO OF BWK POLICE PENS TRUST	1,212.96	PAUL TONER, ESQUIRE	13,036.76
BRADCO SUPPLY CO, INC.	766.91	PENNSYLVANIA ONE CALL SYSTEM	39.37
BRANDON SHULTZ	50.00	PETERS CONSULTANTS, INC.	6,945.10
BUDGET HOST PATRIOT INN	191.31	PHILIP KEIFER	364.89
BUDGET HOST PATRIOT INN	73.58	PITNEY BOWES GLOBAL FINANCIAL	150.00
CAMPBELL PRINTING CO.	78.75	PITNEY BOWES PURCHASE POWER	402.50
CASSANDRA MOWERY	146.00	PPL	1,761.65
CENTRAL PA TEAMSTERS HEALTH & WELF.	34,191.31	PPL	106.05
CENTRAL PA TEAMSTERS HEALTH & WELF.	1,908.24	PPL	16.74
COLE'S HARDWARE	263.04	PPL	166.38
COLE'S HARDWARE	113.18	PPL	13,116.45
COLE'S HARDWARE	96.65	PRESS-ENTERPRISE, INC.	1,364.15
COLUMBIA COUNTY	64.00	QUAD THREE GROUP, INC.	402.50
CURTIS RIDER	275.00	QUAD THREE GROUP, INC.	4,425.45
DEFENDER FIRE CO.	383.33	RANGER HOSE CO	383.33
DOUGLAS CARRATHERS	165.13	RED LION HOTELS	94.35
EAGLES FIRE COMPANY	383.33	RELIANCE FIRE CO	383.33
EASTERN PENN SUPPLY CO.	4.59	RHONDA T. KOCH, CCR	75.00
EASTERN PENN SUPPLY CO.	96.40	SHELDON & ANNA MAY CLEAVER	443.48
EASTERN PENN SUPPLY CO.	328.32	SHERWIN-WILLIAMS	161.88
FASTENAL COMPANY	38.61	SQUARE ONE CONSTRUCTION	3,600.00
FIRST COLUMBIA BANK & TRUST CO.	1,955.70	SQUARE ONE CONSTRUCTION	6,300.00
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	STAPLES CREDIT PLAN	411.57
FIRST COLUMBIA BANK & TRUST CO.	210.00	STARR PORTABLES	650.00
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	STEVE SHANNON TIRE CO	230.22
FORT DEARBORN LIFE INS.	890.53	STEVE SHANNON TIRE CO	599.70
FRIEDMAN ELECTRIC SUPPLY CO	91.75	SUNTRUST EQUIPMENT FINANCE	2,998.05
FROMM ELECTRIC SUPPLY	78.60	SUPERIOR PLUS ENERGY SERVICES	265.16
FROMM ELECTRIC SUPPLY	2,131.96	SUPERIOR PLUS ENERGY SERVICES	186.92
FROMM ELECTRIC SUPPLY	1,819.58	SUPERIOR PLUS ENERGY SERVICES	234.17
FROMM ELECTRIC SUPPLY	2,235.19	SUPERIOR PLUS ENERGY SERVICES	59.51
G & B SPECIALTIES INC.	4,529.47	SUPERIOR PLUS ENERGY SERVICES	56.84
GENERAL SALES, INC.	60.16	SUPERIOR PLUS ENERGY SERVICES	472.25
GENERAL SALES, INC.	1,532.94	SUPERIOR PLUS ENERGY SERVICES	143.20
GREGORY MARTIN	229.73	SUPERIOR PLUS ENERGY SERVICES	88.09
H.B.O. CARPORTS	3,269.20	SUSQUEHANNA FIRE EQUIPMENT CO	40.00
HANSON AGGREGATES INC	377.98	TEAMSTERS	1,318.18
HARRY J FRUECHT	3,588.16	THE INTERNET PLACE	123.78
HARTMAN & LALLY INSURERS, INC.	2,467.30	TPC POWER CENTER	180.00
HELENA CHEMICAL CO	130.00	TRI-COUNTY HARDWARE	129.43

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ICMA RETIREMENT TRUST	1,821.12	TRI-COUNTY-LUMBER DIVISION	128.07
ICMA RETIREMENT TRUST	100.00	UGI PENN NATURAL GAS	32.92
ICMA RETIREMENT TRUST	1,716.61	VERIZON WIRELESS	306.60
ICMA RETIREMENT TRUST	100.00	WALMART BUSINESS/GEGRB	11.97
ICMA RETIREMENT TRUST	2,026.11	WALMART BUSINESS/GEGRB	269.69
ICMA RETIREMENT TRUST	100.00	WASHINGTON NATIONAL INS CO	60.90
ICMA RETIREMENT TRUST	2,056.88	WEST BERWICK FIRE CO	383.33
ICMA RETIREMENT TRUST	100.00	WEX BANK	1,517.09
ICU SURVEILLANCE	195.00	WILSON TESTING LABORATORIES	44.00
JACK KYTTLE	65.00	XEROX CORPORATION	365.12

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REPORTS of
BOROUGH
OFFICIAL:

- BOROUGH MANAGER: Manager Debra Force gave council an update on the Veterans Memorial and Riverfest.
- CODES OFFICER: See attached report.
- POLICE CHIEF: See attached report.
- DEPARTMENT OF PUBLIC WORKS: See attached report.
- FIRE CHIEF: See attached report
- ENGINEER: NOT PRESENT
- SOLICITOR: Nothing to report.
- MAYOR: NOT PRESENT

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REPORTS of
COMMITTEES:

- PERSONNEL: Nothing to report.
- LEGAL & FINANCE: Nothing to report.
- PARKS & RECREATION: Councilman Jarrett said the last of the Summer Concerts happened in September and is currently booking bands for the summer of 2016.
- EMERGENCY MANAGEMENT: Councilman Meighan said that Talen Energy will be holding the annual dinner for elected officials and community leaders October 27th.
- STREET, PARKS & BUILDINGS: Nothing to report.
- FIRE & WATER: Councilman Meighan said that Wise foods had 2 false alarms in 1 month.
- CODES, RECYCLING & ORDINANCES: Nothing to report.
- SAFETY: Nothing to report.
- BAJSA REPORT: Councilman Bower said council will be interviewing candidates for the board seat becoming available in January 2016.

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**BUSINESS NOT
READY FOR
ACTION:**

OLD BUSINESS:

**INTRODUCTION
of ORDINANCES
&
RESOLUTIONS:**

**NEW
BUSINESS:**

- Nothing pending

- Nardi grievance. Councilman Petty made a motion to table the business, this was 2nd Councilman Meighan. All ayes; motion passed.

- Ordinance 2015-06 Rules & Regulations for Borough Parks. A motion was made by Councilman Bower to table this ordinance; this was 2nd by Councilman Meighan. All ayes; motion passes.
- Ordinance 2015-07 Restricted Truck Travel. A motion was made by Councilman Bower to table this ordinance; this was 2nd by Councilman Meighan. All ayes; motion passed.

- Councilman Oliver made a motion to permit use of the Fire Police for insurance purposes only for non-borough sponsored events. It will be the requesting organizations responsibility, once permission is granted by Council, to contact the Fire Police in order to schedule man power and payment for services. The motion was 2nd by Councilwoman Huntington. All ayes; motion passed.
- The dates for Trick or Treat were voted on 2 times without comes a tie 3/3 due to Councilman Jarrett and the Mayor not in attendance. The 3rd vote motion was made by Councilman Oliver and 2nd by Councilman Bower to hold Trick or Treat October 30th & 31st. A roll call vote was taken. Oliver: aye, Bower: aye, Huntington: Nay, Petty: Aye, Hill: Nay. 3/1; motion passes.
- Councilman Petty stated that this is why elected officials need to attend meetings and do the work they were elected to do. He states that it is ridiculous that 3 votes were needed to decide the dates for kids to Trick or Treat on. He said that he and his wife just had their first child two nights ago and he is in attendance. Councilman Jarrett is attending a work related conference and the Mayor continues to not show up and do his job.

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NEW
BUSINESS
CONTINUED:

- Councilman Bower made a motion to approve the date for the 2016 Kayak/Canoe Poker Paddle for Saturday August 13, 2016. This was 2nd by Councilman Petty. All ayes; motion passes.
- Councilman Oliver made a motion to approve the 2016 dates for the 6th Annual Riverfest for Friday, Saturday & Sunday October 14-15-16, 2016. This was 2nd by Councilman Oliver. All ayes; motion passes.
- Councilman Bower made a motion to grant the Borough Manager the authority to approve/disapprove the dates/times of special events within the borough. This was 2nd by Councilwoman Huntington. 5 ayes, Councilman Petty apposed. Motion passes 5/1. DISCUSSION: Councilman Oliver said the Borough Manager can keep council informed in the monthly work shop and via the weekly reminder emails that are sent out.
- No action was taken to approve the Borough Manager's attendance to the PSAB Fall Leadership Conference October 16th -18th with lodging. The Borough Manager cannot attend due to family obligations.
- A motion was made by Councilwoman Huntington to approve the Borough Manger's attendance at the APMF Fall Managers Meetings and PELRAS Regional Workshop, a 1 day workshop October 23rd. This was 2nd by Councilman Oliver. All ayes; motion passes.
- A motion was made by Councilman Bower to table action on the Berwick Area Little League (BALL) letter. First for the borough to take ownership of the fields at Test Track Park from BALL. Second, BALL's request to be put in charge of the soft-ball fields at Ber-Vaughn Park. This was 2nd by Councilwoman Huntington. All ayes; motion passes.
- A motion was made by Councilman Meighan to increase the Crossing Guard rate from \$8.50 to \$10.00 per hour effective 9/28/15. Split 50/50 between the Berwick School District and the Borough. And direct the Borough Manager to advertise. This was 2nd by Councilman Bower. All ayes; motion passes.

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NEW
BUSINESS
CONTINUED:

- Councilman Petty made a motion to take action on the Berwick Area Joint Sewer Authority (BAJSA) letters of interest for the expiring board term December 31, 2015. And to start interviewing at the next work shop in October. This was 2nd by Councilman Meighan. Council President Hill abstained from vote due to being employed by BAJSA; Councilman Bower abstained from vote due to being on the board of BAJSA. All others voted aye; motion passes. DISCUSSION: The Borough Manager was directed to set up the interviews.
- Councilman Bower made a motion to take action on the Codes Appeal Board letter of interest. And direct the Borough Manager to advertise for 2 more positions. This was 2nd by Councilman Meighan. All ayes, motion passes. It was noted that Councilman Jarrett would take one of the positions if it was ok for him to do so.

ADDED AGENDA
ITEMS:

- Added to the agenda by President Hill was a request to make attendance to the Civil Service Training mandatory for Civil Service Committee members and to encourage council members to attend. This training will be held on October 26th at 6PM in Chambers at City Hall and conducted by Bill Gamble. A motion was made to do so by Councilwoman Huntington, this was 2nd by Councilman Meighan. All ayes; motion passes.
- Added by Councilman Petty was a request to prohibit the taking of Police vehicles home to personal residences each evening effective immediately. Councilman Petty tabled the motion.

ADJOURNMENT:

- A motion to adjourn was made by Council and the meeting ended.

MINUTES
APPROVED:

Debra Force, Borough of Berwick
Manager
August 17, 2015