

**MINUTES  
REGULAR COUNCIL MEETING  
DECEMBER 19, 2016**

**AGENDA:**

Regular meeting of the Borough Council, Borough of Berwick, Pennsylvania was held Monday DECEMBER 19, 2016 at 7:00PM; in City Hall. Present at this meeting was President of Council Alvin Hill presiding and Council Members Scott Bower (VP), Jay Jarrett, Andrew Shecktor, Travis Petty, Joanne Huntington, Larry Surkin and Mayor Tim Burke.

Also present were Borough Manager Debra Force, the solicitor Attorney Frank Kepner, Police Chief Ken Strish, DPW Foreman Jack Kytte, Codes Officer Greg Harkins, Fire Chief Bill Coolbaugh, Tom Williams from Quad 3 Engineering, and Susan Swartz from the Press Enterprise.

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

**REVIEW &  
APPROVAL  
OF AGENDA:**

**Motion to approve the agenda was made by Councilman Larry Surkin, seconded by Councilwoman Joanne Huntington. All ayes, motion passes.**

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

**Tom Williams from Quad 3 Engineering,** wanted council to know that they are a full service engineering firm serving the borough for the last four years and looks forward to serving the borough again in 2017.

**PRESENTATIONS:** Certificate of Appreciation was awarded to Fire **Chief Bill Coolbaugh** for over a decade of service to the borough as Fire Chief.

Certificate of Achievement awarded to **Elizabeth Dyer** for receiving the Girl Scouts highest honor the "Gold Award". Elizabeth's parents accepted on her behalf.

**PREVIOUS  
MONTHS  
MINUTES  
APPROVED:**

**MOTION TO APPROVE NOVEMBER 21, 2016 MINUTES** was made by **Councilman Jarrett** and seconded by **Councilman Shecktor**. All ayes. Motion passes.

**PAYMENT  
OF BILLS**

**MOTION TO PAY THE BILLS** was made by **Councilman Bower** and seconded by **Councilman Shecktor**.

A.J. BOWER, INC.	450.00	KEYSTONE COMMUNICATIONS	97.50
AARON ZANOLINE	174.37	KEYSTONE COMMUNICATIONS	123.00
AMERICAN ALTERNATIVE INS CORP	2,495.00	KEYSTONE COMMUNICATIONS	338.05
AMERICAN FAMILY LIFE ASSURANCE	1,068.09	KMART STORE #9161	39.99
AMERICAN PAPER & SUPPLY INC	78.87	KOVATCH MOBILE EQUIPMENT	56.31
AMERICAN PAPER & SUPPLY INC	240.87	LACAL EQUIPMENT, INC	125.44
AMERICAN PAPER & SUPPLY INC	95.41	LACAL EQUIPMENT, INC	161.84
ANNETTE BRENNAN	50.00	LARRY C. FRACE INSPECTIONS, LLC	3,080.00
ANNUZIATO DEGEORGE	50.00	LARRY'S LUMBER AND SUPPLY, INC.	83.88
APR SUPPLY CO	173.73	LAUBACH'S AUTO REPAIR	91.45
AUTOZONE	15.58	LENDENMANN'S REMODELING	8,095.00
AVAYA, INC	27.83	LENDENMANN'S REMODELING	6,625.00
BAE SYSTEMS INFORMATION	22,500.00	LOWE'S	372.58
BARRY'S SERVICE STATION	25.56	MATTHEW W LAIDACKER PLS	467.50
BEAVER VALLEY ENVIRENMENTAL LLC	208.99	MATTHEWS FUEL SERVICE, INC.	237.38
BERWICK ELECTRICAL SUPPLY, INC.	68.37	MATTHEWS SPRING WATER	80.00
BERWICK FIRE POLICE	4,172.38	MATTHEWS SPRING WATER	58.00
BODNAR SALES & SERVICE	14.88	MCBRIDE MEMORIAL LIBRARY	10,000.00
BODNAR SALES & SERVICE	50.99	METROCAST	2.17
BODNAR SALES & SERVICE	144.29	METROCAST	127.12
		METROPOLITAN	
BOROUGH OF BERWICK	6,291.72	TELECOMMUNICATIONS	781.67
BOROUGH OF BERWICK	11,802.60	MGL	304.00
BORO OF BWK MUNICIPAL PENSION	801.87	MICHAEL KLINETOB	225.00
BORO OF BWK MUNICIPAL PENSION	1,349.45	MICHAEL LONG	170.01
BORO OF BWK MUNICIPAL PENSION	819.25	MICHAEL MONICO	1,123.20
BORO OF BWK PAYROLL ACCOUNT	57,319.53	MICHAEL MONICO	225.00
BORO OF BWK PAYROLL ACCOUNT	2,242.32	MICHAEL MONICO	1,123.20
BORO OF BWK PAYROLL ACCOUNT	36,938.52	MICHAEL MONICO	1,123.20
BORO OF BWK PAYROLL ACCOUNT	38,852.58	MICHAEL MONICO	1,123.20
BORO OF BWK PAYROLL ACCOUNT	38,556.30	MICHAEL MONICO	1,123.20
BORO OF BWK PAYROLL ACCOUNT	38,849.66	NANCY SBORZ	351.30
BORO OF BWK PAYROLL ACCOUNT	18.14	NAPA AUTOPARTS BERWICK	140.81
BORO OF BWK PAYROLL ACCOUNT	18.37	NAPA AUTOPARTS BERWICK	889.02
BORO OF BWK PAYROLL ACCOUNT	300.00	NAPA AUTOPARTS BERWICK	136.71
BORO OF BWK PAYROLL ACCOUNT	12.96	NAPA AUTOPARTS BERWICK	425.18
BORO OF BWK PAYROLL ACCOUNT	13.12	NAPA AUTOPARTS BERWICK	63.97
BORO OF BWK POLICE PENSION	799.39	NAPA AUTOPARTS BERWICK	173.25
BORO OF BWK POLICE PENSION	1,503.40	NESCOPECK AGWAY	49.15

BORO OF BWK POLICE PENSION	825.78	NMS	96.00
BOROU OF BWK POLICE PENS TRUST FD	1,560.69	P A W C	191.34
BOROU OF BWK POLICE PENS TRUST FD	2,329.18	P A W C	35.24
BOROUGH OF DANVILLE	9.05	P A W C	22.47
BRADCO SUPPLY CO, INC.	725.52	P A W C	32.18
BRANDON SHULTZ	450.00	P A W C	2,737.24
BRANDON SHULTZ	30.00	PAYROLL FORMS COM	101.55
CAMPBELL PRINTING CO.	32.00	PENN STATE UNIVERSITY	165.00
CAREERTRACK	119.00	PA CHIEFS OF POLICE ASSOC	150.00
CASSANDRA MOWERY	10.00	PENNSYLVANIA MUNICIPAL LEAGUE	450.00
CENTRAL PA TEAMSTERS HEALTH & WELF.	1,581.55	PENNSYLVANIA ONE CALL SYSTEM	43.18
CLEVELAND BROTHERS EQUIPMENT	1,061.18	PHILIP KEIFER	121.91
CLEVELAND BROTHERS EQUIPMENT	189.62	PHILIP KEIFER	57.30
COLE'S HARDWARE	119.99	PHILIP KEIFER	188.60
COLE'S HARDWARE	243.91	PHILIP MAINIERO	225.00
COLE'S HARDWARE	141.93	PITNEY BOWES GLOBAL FINANCIAL	150.00
COLE'S HARDWARE	10.96	PITNEY BOWES PURCHASE POWER	402.50
COLE'S HARDWARE	18.91	PPL	661.39
COLUMBIA MONTOUR SWAT	500.00	PPL	133.60
COMPRESSED AIR SYSTEMS, INC.	639.52	PPL	187.80
CONSTELLATION NEWENERGY INC.	23.94	PPL	94.80
CONSTELLATION NEWENERGY INC.	456.46	PPL	414.06
CONSTELLATION NEWENERGY INC.	13.07	PPL	11,509.51
CONSTELLATION NEWENERGY INC.	14.94	PRECISION WELDING SUPPLIES	158.89
CONSTELLATION NEWENERGY INC.	18.89	PRECISION WELDING SUPPLIES	290.38
CONSTELLATION NEWENERGY INC.	2,221.71	PRECISION WELDING SUPPLIES	52.11
CRAFCO INC	2,328.07	PRESS-ENTERPRISE, INC.	497.90
CUSTOM ADVERTISING	100.00	PSAB	280.00
DEBRA FORCE	100.00	PSAB	100.00
DEBRA FORCE	132.84	PSAB	100.00
DEBRA FORCE	36.26	PSAB	1,304.00
DEFENDER FIRE CO.	3,001.38	PSAB MUNI RETIREMENT TRUST	5,424.33
DOUGLAS CARRATHERS	127.49	PSATS	675.00
DOUGLAS CARRATHERS	7.93	QUAD THREE GROUP, INC.	4,781.05
EAGLES FIRE COMPANY	383.33	RANDY GAUGLER	225.00
ECKERT SEAMANS CHERIN & MELLOCTT	3,016.00	RANGER HOSE CO	543.54
ECKERT SEAMANS CHERIN & MELLOCTT	1,508.00	REAGAN RAFFERTY	225.00
ECKERT SEAMANS CHERIN & MELLOCTT	833.00	RELIANCE FIRE CO	383.33
ECKERT SEAMANS CHERIN & MELLOCTT	338.00	RIVERVIEW BLOCK	600.88
ERIK HELBING	50.00	ROBERT MAIER	50.00
EUGENE GOLLA	50.00	ROGER BODWALK	225.00
FIRST COLUMBIA BANK & TRUST CO.	1,955.70	ROGERS UNIFORMS	10,452.00
FIRST COLUMBIA BANK & TRUST CO.	1,412.58	SCOTT ELECTRIC	164.50
FIRST KEYSTONE COMMUNITY BANK	50.00	SCOTT SIENKIEWICZ	225.00
FIRSTLAB	460.00	SEDA-COUNCIL OF GOVERNMENTS	4,575.00
FORT DEARBORN LIFE INS.	965.19	STAPLES CREDIT PLAN	811.04
FRED PRYOR SEMINARS	199.00	STAPLES CREDIT PLAN	316.43
GENERAL SALES, INC.	79.11	STAPLES CREDIT PLAN	342.96

GENERAL SALES, INC.	54.95	STEPHEN LEVAN	225.00
GOLDEN EQUIPMENT CO, INC	63.78	STEPHEN LEVAN	16.95
GREGORY MARTIN	450.00	STEVE SHANNON TIRE CO	126.84
HARTMAN & LALLY INSURERS, INC.	9,420.99	STEVE SHANNON TIRE CO	527.88
HIGHWAY EQUIP & SUPPLY	218.75	STEVE SHANNON TIRE CO	70.00
HOLDEN SPRUNG	225.00	SUNTRUST EQUIPMENT FINANCE	2,998.05
HOME DEPOT CREDIT SERVICES	498.00	SUPERIOR PLUS ENERGY SERVICES	124.08
ICMA RETIREMENT TRUST	2,278.82	SUPERIOR PLUS ENERGY SERVICES	304.36
ICMA RETIREMENT TRUST	165.00	SUPERIOR PLUS ENERGY SERVICES	542.64
ICMA RETIREMENT TRUST	150.00	SUPERIOR PLUS ENERGY SERVICES	730.21
ICMA RETIREMENT TRUST	2,056.61	SUPERIOR PLUS ENERGY SERVICES	340.69
ICMA RETIREMENT TRUST	2,412.40	SUPERIOR PLUS ENERGY SERVICES	250.05
ICMA RETIREMENT TRUST	150.00	SUPERIOR PLUS ENERGY SERVICES	228.35
ICMA RETIREMENT TRUST	2,166.76	SUSQUEHANNA FIRE EQUIPMENT CO	442.30
ICMA RETIREMENT TRUST	150.00	SUSQUEHANNA FIRE EQUIPMENT CO	101.20
ICMA RETIREMENT TRUST	2,383.76	TASER INTERNATIONAL	267.12
ICMA RETIREMENT TRUST	150.00	TEAMSTERS	1,210.00
ICU SURVEILLANCE	112.50	TRI-COUNTY HARDWARE	15.99
ICU SURVEILLANCE	800.00	TRI-COUNTY HARDWARE	31.16
J & M AUTO APPEARANCE	75.00	TRI-COUNTY HARDWARE	28.13
JACK KYTTLE	4.77	TRI-COUNTY HARDWARE	98.72
JAMES DALBERTO	78.36	TRI-COUNTY-LUMBER DIVISION	49.26
JAMES DALBERTO	102.12	TRI-COUNTY-LUMBER DIVISION	121.00
JERRY'S ENGINE REPAIR	49.90	TROY MANEVAL	225.00
KAREN DALRYMPLE	90.00	UGI PENN NATURAL GAS	381.10
KEEFER'S ARMY NAVY	274.36	VERIZON WIRELESS	306.85
KEN POLLOCK	138.93	WALMART	597.00
KENNETH STRISH	639.42	WASHINGTON NATIONAL INS CO	60.90
KEPNER, KEPNER & CORBA, P.C.	5,666.45	WEST BERWICK FIRE CO	383.33
KEYSTONE COMMUNICATIONS	168.50	WEX BANK	1,097.56

## REPORTS

### OF

### COMMITTEES:

MAYOR: Tim Burke.

- Attended a YMCA function in the new Jingle Hall on December 5<sup>th</sup>.
- Attended a function with the Fire Police on December 6<sup>th</sup>.
- Attended a retirement party for librarian Alice Zaikowski on December 9<sup>th</sup>.
- Will be helping the Police hand out chips at the Christmas Boulevard one night this week.
- Helping to serve lunch at the Salvation Army on December 31<sup>st</sup>.
- Will be ending the year on December 31<sup>st</sup> with a wedding.

- Many thanks to Fire Chief Bill Coolbaugh for his many years of service to the Borough.
- For the second time the Borough of Berwick has been mentioned in the Mayor's Association Magazine.
- And finally "Merry Christmas to all"

ENGINEER: Tom Williams, Quad 3

- Ditto what he said above.

SOLICITOR: Attorney Frank Kepner.

- Had a meeting with the police with regard to the grievance.
- Need to have an executive session with regard to litigation.

PERSONNEL: Travis Petty-Joanne Huntington- Debra Force.

- Nothing.

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

- Nothing.

PARKS AND RECREATION: Jay Jarrett - Alvin Hill.

- Nothing

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

- Nothing

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

FIRE AND WATER: Andrew Shecktor, Larry Surkin-Fire Chief Bill Coolbaugh.

- SEE REPORT.
- Getting apparatus checked out and repairs made if needed.
- Yearly report will be handed in for the January 2017 meeting of Council.

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

- SEE CODES REPORT.

SAFETY: Joanne Huntington-Scott Bower.

- No reported accidents.

- Any icy conditions please report them to Jack.

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

- SEE REPORT.
- No meeting held this month.
- Martz Technology Grant was awarded to be used for fight drugs and drug rehab.

BAJSA REPORT: Scott Bower.

- SEE REPORT.

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

**OLD BUSINESS:** NONE

**ORDINANCES &  
RESOLUTIONS:** RESOLUTION 2016-12 REPEALING RESOLUTION 2008-12.  
PROVIDING PAYMENT TO THE FAMILY OF OFFICERS KILLED  
IN THE LINE OF DUTY.

Discussion: NONE

**Motion to approve was made by Councilman Bower and  
seconded by Councilman Jarrett.**

**All ayes, motion passes.**

ORDINANCE 2016-02 TAX ASSESSMENT FOR 2017.

Discussion:

**Motion to approve was made by Councilman Shecktor  
and seconded by Councilman Surkin.**

**All ayes, motion passes.**

**NEW BUSINESS:**

1. Consider and take action on the 2017 proposed budget for 2017:

Discussion: Councilman Shecktor said he wanted the resident of Berwick to know that a lot of work and discussion went into the budget this year. A lot of cuts were made and to remember that when taxes are raised we are raising them on us too.

**A roll call vote was taken: BOWER=YES, JARRETT=YES, SHECKTOR=YES, SURKIN=YES, PETTY=YES, HUNTINGTON=Yes, HILL=YES. 7/0 Motion passes to accept the 2017 budget.**

2. Consider and take action the proposed tax increase for 2017.

Discussion: It was asked that it be stated that the increase of 3 mills for the general fund is really only 2.5 mills because Council is dropping the Street Lighting Tax .5 mills from 1.75 to 1.25 mill. So overall the resident will see a 2.5 mill increase.

**A roll call vote was taken: BOWER=YES, JARRETT=YES, SHECKTOR=YES, SURKIN=YES, PETTY=YES, HUNTINGTON=Yes, HILL=YES. 7/0 Motion passes to accept the 2017 budget.**

3. Consider and take action to change the work shop meeting date from the second Monday of each month to the first Monday of each month.

Discussion: Councilman Jarrett is asking for the change due to work commitments out of town that keep him from attending. Councilman Jarrett feels he misses out on some discussions and since there are no votes taken at workshops it should not be a problem.

Councilman Shecktor said he feels moving it to the first Monday of the month is too far ahead of the regular council Meeting. He would however not be opposed to moving it to another day of the week closer to the monthly meeting.

**A roll call vote was taken: BOWER=NO, JARRETT=YES, SHECKTOR=NO, SURKIN=YES, PETTY=YES, HUNTINGTON=NO, HILL=NO. Motion to change the day of the workshop fails 4/3.**

Councilman Petty made a motion to allow Councilman Jarrett to teleconference into the workshop meetings. This was seconded by Councilman Shecktor.

Discussion: Council President Hill said this was talked about before and the solicitor said we could not do it. He turned to Attorney Kepner and asked for his opinion. Attorney Kepner said Council could do whatever they wanted to. Council President Hill said that is not what you had to say before.

**A roll call vote was taken: BOWER=NO, JARRETT=YES, SHECKTOR=YES, SURKIN=YES, PETTY=YES, HUNTINGTON=NO, HILL=NO. Motion to allow Councilman Jarrett to teleconference into the workshop meetings passes 4/3.**

4. Consider and take action on the approval of an emergency street cut by UGI for 329 W. 3<sup>rd</sup> Street, Rocky's Boxing Club owned by Leo Talanca.

DISCUSSION: Mr. Talanca would have to replace or repair the sidewalk on Oak Street. He is in discussions with UGI.

**Motion to approve was made by Councilman Bower and seconded by Councilman Surkin. All ayes, motion passes.**

5. Consider and take action the approval of an emergency demo of 1336 Spring Garden Ave.

DISCUSSION: The house has been empty for at least 2 years. The roof caved in and house is leaning. No CDBG funds may be used for this. Attorney Kepner said to put out for emergency bid.

**Motion to approve was made by Councilman Petty and seconded by Councilman Shecktor. All ayes, motion passes.**

6. Consider and take action on the solicitor's complaint against Fred Berlin.

DISCUSSION: Attorney Kepner said he has drafted the complaint against Mr. Berlin with regard to his rent to own properties. He is seeking a court order to register and inspect the properties. Councilwoman Huntington asked Attorney Kepner if he has heard of the Frank Dodd law. He said he has not but will look it up.

**A motion was made by Councilman Shecktor and seconded by Councilman Bower. All ayes with Councilman Petty opposed. Motion to proceed passes 6/1.**

7. Consider and take action to appoint Councilman Andrew Shecktor to an additional term on the Planning Commission.

DISCUSSION: None.

**Motion to approve was made by Councilman Bower and seconded by Councilman Surkin. All ayes, Councilman Shecktor abstains, motion passes.**

8. Consider and take action to direct Chief Strish to place the order for new police uniforms before the end of 2016.



DISCUSSION: Councilman Bower asked Chief Strish if the guys are approving of the new uniform. Chief answered yes.

**Motion to approve was made by Councilman Bower and seconded by Councilman Surkin. All ayes, Councilman Jarrett opposed, motion passes 6/1.**

9. Consider and take action to approve the borough's FFY 2016 CDBG contract.

Discussion: None.

**Motion to approve was made by Councilman Shecktor and seconded by Councilman Bower. All ayes, motion passes**

10. Consider and take action to approve to solicit engineering proposals for CDBG blighted property demolitions.

Discussion:

**Motion to approve was made by Councilman Petty and seconded by Councilman Surkin. All ayes, motion passes**

11. Consider and take action setting the meeting dates for the monthly workshops, council meetings and the zoning meetings and to advertise the 2017 dates.

Discussion: None.

**Motion to approve was made by Councilman Bower and seconded by Councilwoman Huntington. All ayes, Councilman Jarrett opposing, motion passes 6/1.**

**ADDED ITEMS:**

- a. Council adjourned for an executive session to discuss litigation at 7:47PM. Council reconvened at 8:43PM. And immediately adjourned for the night.

**ADJOURNMENT:**

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