

MINUTES

REGULAR COUNCIL MEETING

February 6, 2023

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. Approval of the preceding meeting minutes if correct and rectifying mistakes if any exist.
7. Business Not Ready for Action or No Action Needed
8. Old Business
9. Introduction of Ordinances and Resolutions
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 Nelson Learn

ITEM 2. ROLL CALL (Attendance)

<u>COUNCIL MEMBERS</u> <u>& MAYOR</u>	<u>PRESENT</u>	<u>ABSENT</u>	<u>OFFICERS</u>	<u>PRESENT</u>	<u>ABSENT</u>
LEARN	<u> X </u>	<u> </u>			
JARRETT	<u> </u>	<u> X </u>	Chief of Police	<u> X </u>	<u> </u>
LEWIS	<u> X </u>	<u> </u>	Solicitor	<u> </u>	<u> X </u>
MOCCIA	<u> X </u>	<u> </u>	Engineer	<u> </u>	<u> X </u>
TALANCA	<u> X </u>	<u> </u>	DPW Foreman	<u> X </u>	<u> </u>
TROIANI	<u> X </u>	<u> </u>	Reporter(s)	<u>Pete Kendron (PE)</u>	<u> </u>
WOZNIAK	<u> X </u>	<u> </u>	Fire Chief	<u> X </u>	<u> </u>
MAYOR BURKE	<u> X </u>	<u> </u>			
DAMIEN SCOBLINK, MANAGER	<u> X </u>	<u> </u>			

ITEM 3. REVIEW & APPROVE CURRENT AGENDA:

Discussion - None

Motion: Mr. Talanca Second: Mr. Moccia

All in favor, agenda approved.

ITEM 4. PRESENTATION: Cassie Kendron - Reports that she is attending this meeting to meet the requirements of her Citizenship in the Community merit badge.

ITEM 5. Citizen Correspondence / Personal Appeals - Agenda Items

None

ITEM 6. APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- Regular Council Meeting of January 16, 2023.

Discussion - None

Motion: Mr. Lewis Second: Mr. Moccia

All in favor, minutes approved.

ITEM 7. BUSINESS NOT READY FOR ACTION:

1. Municipal Building HVAC - Borough Manager explained that engineer had been in, and done a cost estimate, which came back significantly higher than expected. Borough Manager recommended seeking proposals/quotes directly from contractors, with the thought that we could always come back to utilizing the engineer if that plan didn't work. Council expressed general agreement with that plan, and Borough Manager moving forward with advertising.
2. Municipal Building Awnings - Borough Manager and Mr. Kyttle explained need for awnings, and reviewed cost. Borough Manager will put on agenda for next meeting. Mr. Talanca noted that lighting for the parking lot should also be explored.
3. Large Vehicle Parking Ordinance - Borough Manager noted possible mistake in listed weight. Mr. Lewis noted that decreasing length allowances may be necessary. Decision was made to have an open discussion at March 6 meeting, giving public time to be made aware so they can be present to share any concerns.
4. Emergency Services Cost Recovery Ordinance - Borough Manager explained that this was presented as an option via another local fire department. Will look into further, including discussing with solicitor.
5. Native Creations Proposal - Borough Manager and Mr. Kyttle explained the proposal. It was noted that the next steps would be to request an opinion from the engineer, and notify neighboring properties of the potential for the project, before moving forward with agreeing to the project.

6. Alcohol Sales at Riverfest - Borough Manager explained request from Riverfest Committee. Council expressed a general lack of interest.

7. Around the Table

- a. Chief Strish - New software training starts tomorrow. Completed various required reporting.
- b. Mayor Burke - Thanked police for staying under budget.

ITEM 8. OLD BUSINESS:

None

ITEM 9. APPROVAL OF ORDINANCES AND RESOLUTIONS:

1. Ordinance No. 2023-01, Amending in Part Ordinance No. 1113 of 1977, the Borough of Berwick Code Enforcement & Administration Ordinance
Discussion: Borough Manager confirmed that this is the first change in 46 years.

Motion: Ms. Troiani Second: Mr. Moccia Approved,
Denied, Tabled

All in favor, ordinance approved.

2. Ordinance No. 2023-02, Adopting the 2018 Edition of the International Property Maintenance Code
Discussion: Borough Manager reminded Council of contents of ordinance.

Motion: Mr. Talanca Second: Mr. Lewis Approved,
Denied, Tabled

All in favor, ordinance approved.

3. Resolution No. 2023-02, Designating a Submitter for Traffic Signal Maintenance Agreement
Discussion: Borough Manager explained that this streamlines the process for getting work done on traffic lines, when needed.

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

All in favor, resolution approved.

ITEM 10. NEW BUSINESS

1. Consider and take action to approve request of Ed and Annette Isenberg to operate Sugar Shack Mini Donuts & Lemonade food truck within the Borough of Berwick, with the understanding that they must first submit a

certificate from the Department of Agriculture to sell food, and that they may not set up in the downtown business district, or in residential areas except as approved for special events, or on private property without first providing the Borough with proof of permission from the owners.

Discussion: None

Motion: Ms. Troiani Second: Ms. Wozniak Approved, Denied, Tabled

All in favor, motion approved.

- 2. Consider and take action to approve payment of Bognet, Inc. Pay App #4, in the amount of \$20,358, to be paid utilizing CDBG funds.

Discussion: Borough Manager confirmed that this is for bathrooms.

Motion: Ms. Troiani Second: Ms. Wozniak Approved, Denied, Tabled

All in favor, motion approved.

- 3. Consider and take action to approve 1140 Ferris Avenue Blight Property Demolition change order #1.

Discussion: Borough Manager explained that items 3-10 relate to CDBG demolition projects completed by Brdaric, and explained purpose of change orders and status of payments, including existence of retainage.

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

All in favor, motion approved.

- 4. Consider and take action to approve payment of Brdaric Excavating Invoice #8262, in the amount of \$11,400, to be paid utilizing CDBG funds.

Discussion: Borough Manager confirmed that costs are correct based on bids.

Motion: Mr. Talanca Second: Mr. Lewis Approved, Denied, Tabled

All in favor, motion approved.

- 5. Consider and take action to approve 534 W. Front Street Blight Property Demolition change order #1.

Discussion: None

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

All in favor, motion approved.

6. Consider and take action to approve payment of Brdaric Excavating Invoice #8265, in the amount of \$21,850, to be paid utilizing CDBG funds.

Discussion: None

Motion: Ms. Troiani Second: Mr. Lewis Approved,
Denied, Tabled

All in favor, motion approved.

7. Consider and take action to approve 604-606 Maple Street Blight Property Demolition Change Order #1.

Discussion: None

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

All in favor, motion approved.

8. Consider and take action to approve payment of Brdaric Excavating Invoice #8264, in the amount of \$10,925, to be paid utilizing CDBG funds.

Discussion: None

Motion: Ms. Wozniak Second: Ms. Troiani Approved,
 Denied, Tabled

All in favor, motion approved.

9. Consider and take action to approve 608-610 Maple Street Blight Property Demolition Change Order #1.

Discussion: None

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

All in favor, motion approved.

10. Consider and take action to approve payment of Brdaric Excavating Inc. Invoice #8263, in the amount of \$11,400, to be paid utilizing CDBG funds.

Discussion: None

Motion: Mr. Talanca Second: Ms. Troiani Approved,
 Denied, Tabled

All in favor, motion approved.

11. Consider and take action to accept with regrets the retirement of Sergeant Stephen LeVan from the Berwick Police Department, effective following final date of employment of March 31, 2023.

Discussion: It was noted that Council was grateful for Sergeant LeVan's years of service.

Motion: Ms. Troiani Second: Ms. Wozniak Approved,
 Denied, Tabled

All in favor, motion approved.

12. Consider and take action to approve payment of Borough of Berwick Planning Commission members at a rate of \$50 per scheduled meeting attended, not to include any staff or elected officials of the Borough of Berwick serving on the Planning Commission.

Discussion: Borough Manager noted that this is allowable for Planning, but not for Civil Service.

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

All in favor, motion approved.

13. Consider and take action to approve payment of Pine Ridge Construction Management Pay App #8, in the amount of \$2,241.06, to be paid utilizing CDBG funds.

Discussion: Borough Manager confirmed that this is for bathroom project.

Motion: Mr. Lewis Second: Ms. Troiani Approved,
Denied, Tabled

All in favor, motion approved.

14. Consider and take action to advertise for part-time Codes Officer position.

Discussion: None

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

All in favor, motion approved.

15. Consider and take action to authorize the Civil Service Commission to begin the Sergeant promotional process for the Berwick Police Department.

Discussion: None

Motion: Ms. Troiani Second: Mr. Talanca Approved,
 Denied, Tabled

All in favor, motion approved.

16. Consider and take action to advertise request for bids for CDBG North Street reconstruction project.

Discussion: Borough Manager explained which street projects this and item 17 are.

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

All in favor, motion approved.

17. Consider and take action to advertise request for bids for CDBG Arch Street and Fifth Avenue reconstruction project.

Discussion: None

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

All in favor, motion approved.

18. Consider and take action to appoint Barbara Kleckner as a member of the Borough of Berwick Civil Service Commission.

Discussion: None

Motion: Ms. Wozniak Second: Ms. Troiani Approved,
 Denied, Tabled

All in favor, motion approved.

19. Consider and take action to approve listing 2014 Dodge Charger for auction on MuniBid.

Discussion: None

Motion: Mr. Talanca Second: Mr. Lewis Approved,
Denied, Tabled

All in favor, motion approved.

ITEM 11. ADDED ITEMS

None

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

- Earl Rhodes, 218 Hughes Street - Problem with 225 Hughes Street, trash needs to be cleaned, multiple abandoned vehicles. Borough

Manager will present property concerns to code. Police will examine abandoned vehicle on the street.

ITEM 13. ADJOURNMENT: Motion: Ms. Wozniak Second: Mr. Talanca

Meeting adjourned.