

October 6, 2015
Newport Borough Council – Regular Meeting
Newport, Pennsylvania

Vice President John McNaughton called the meeting to order at 7:00 P.M. with Borough Council Members Penny Frownfelter, Tami Halstead, James Prescott, Carl Roush and Douglas Beatty. President of Council Gerald Robinson was not present (out of town on business).

Meeting is being recorded.

OTHERS PRESENT – Mayor Mary Hetrick, Secretary/Treasurer Patricia Bowers and Steve Sauers (PESI).

GUESTS – Trooper Preston (PSP), Jeff Gibboney, Tom Fitzpatrick, Jeff Mattern, Luke Roman and Frank Campbell.

GUESTS – **Sgt Kempton Preston** of the Pennsylvania State Police, Newport Barracks, briefly explained the difference between Primary and Non-Primary Jurisdiction to the Borough Council. Newport Borough right now is a primary jurisdiction because we do not have a police department. If the Borough would have a police department then it would be non-primary jurisdiction. In a non-primary jurisdiction the state police answer emergency calls only with the municipal police answering all others calls when on duty. Non-emergency would have to wait for an officer to be on duty. In a primary jurisdiction the state police answer all calls. There is no specific trooper assigned to our area. Troopers are assigned to zones. So far this year to date Newport Borough has had (36) Assaults, (18) Burglaries, (28) crashes, (19) Criminal Mischief's, (23) Domestic Security Checks, (10) Drug Offenses, (7) sex offenses, (43) Thefts, (5) DUI's, (6) Disorderly Conducts and (311) other incidents for a total of 506 incidents. Sgt Preston expressed to Council that the State Police does not get involved with any disputes between a police department and the elected officials; they will not intervene only if it is criminal.

GUESTS – Frank Campbell reported they are still working on Heritage Park.

- Frank reported the bids for the Newport Veterans Park Project were opened last month. Bids received were still a little too high. They will be holding a meeting to see what we can do with reducing the cost. They are waiting to hear from DCNR in regards to the bids received.
- Frank reported the Borough Council approved the purchase of 279 N Front Street. Right now he is working on getting every ones vote from NRPS to advance the money to purchase property plus closing costs and then NRPS would be reimbursed by the Borough when the grant money was received. It would be (\$35,000) plus closing costs. Cl'm Halstead moved, seconded by Cl'm Frownfelter to approve the purchase of 279 N Front Street at a cost of (\$35,000) plus closing costs contingent upon NRPS supplying the necessary funds with the Borough not incurring any debt and then NRPS would be reimbursed upon the Borough receiving the grant from DCNR. Motion carried unanimously. They will be having a meeting with Chris Keiser on October 22, 2015.

PESI WWTP REPORT – Steve Sauers reported the following for September 2015:

The August 2015 DMR was submitted with fecal violations. The average of wastewater treated for the month was 173,000 gallons; peak was 470,000 gallons. Kappe Associates installed the grinder yesterday. Sludge was hauled from both digesters and the clarifier. PESI has developed CSI O/M Plans and Clarifier O/M Plan. The wet well and the chlorine contact tank was cleaned on September 29, 2015 by Kline's Services. The lab and garage was cleaned. A lateral block was addressed at 147 N 6th Street. DEP was notified. Steve commented they have been at this address before. If it gets clogged again we probably should televise the line. Steve commented we need to purchase a back up chemical pump. The Delpak feeder was hard piped and heat taped and is ready for winter weather.

APPROVAL OF MINUTES – Cl'm Roush moved, seconded by Cl'm Beatty to approve the September 1, 2015 Regular Meeting Minutes as drafted. Motion carried unanimously.

FINANCIAL REPORT – Newport Borough General Fund Account balance October 1, 2015 was \$193,207.98. Outstanding bills presented for payment of \$4,316.43. Estimated income for the balance October of \$6,584.92. Estimated expenses

for the balance of October of \$19,194.00 will leave an estimated balance October 31, 2105 of \$176,282.47. Liquid Fuels Account balance October 1, 2015 was \$50,215.15. No bills to present for payment. Sewer Revenue Account balance October 1, 2105 was \$131,077.38. Outstanding bills presented for payment of \$22,360.64 will leave a balance of \$108,716.74. Cl'm Beatty moved, seconded by Cl'm Halstead to accept the Financial Report as presented. Motion carried unanimously.

APPROVAL OF BILLS – Cl'm Frownfelter moved, seconded by Cl'm Roush to pay the outstanding bills in the amount of \$4,316.43 from the General Fund Account and pay the outstanding bills in the amount of \$22,360.64 from the Sewer Revenue Account. Motion carried unanimously.

MUNICIPAL AUTHORITY LETTER TO BOROUGH COUNCIL IN REGARDS TO THE STORM LINES – The Borough received a letter from the Newport Borough Municipal Authority in response to the Borough's request for clarification of the responsibilities of the storm lines. In the past NBMA separated the storm lines from the sewer then the Borough took over the responsibility after the lines were separated. When they separated lines if the lines needed repairs they would repair them before turning them over to the Borough. The old storm/sewer lines became the new storm lines. This practice will continue until all the lines in the Borough are separated.

2016 BUDGET WORKSHOP – Vice President McNaughton announced we will have a Mid Month Meeting on October 20, 2015 at 7:00 P.M. to work on the budgets and to take care of any other business to come before Borough Council.

OWL'S CLUB RECOGNITION PLAQUE – Cl'm Halstead moved, seconded by Cl'm Beatty to accept the layout draft presented for the recognition plaque for the Owl's Club and approve the cost of \$63.00 for the purchase of the plaque. Motion carried unanimously.

BURN PITS BEING USED WITHIN THE BOROUGH – Vice President McNaughton commented he is opposed to wood burning burn pits. Some people are using green wood which causes a lot of smoke. He has heard of people using the pits to burn trash. He proposed that Borough Council look at amending the ordinance again and possibly consider banning burn pits except for propane burn pits. This matter was tabled until next meeting for Council to think about.

ADOPTION OF ORDINANCE FOR AMENDMENT TO CHAPTER 237 VEHICLES & TRAFFIC - Cl'm Halstead moved, seconded by Cl'm Beatty to adopt Ordinance # 363 amending Ordinance #348 Chapter 237, Article II, §237-7 of the Borough Code of Ordinance. Subsection 237-7 is amended as follows. Motor Vehicles not to be driven, pushed or parked on sidewalks. No person shall drive, push or park any Motor Vehicle, to include motorcycles on any sidewalk area within the Borough of Newport with the exception of a human power vehicle. Any person who shall violate any provision of this section shall, upon conviction thereof, be sentenced to pay a fine of \$25.00 together with costs of prosecution. Motion carried unanimously.

NUTRIENT CREDIT INFO - Received info from Josh Owens, Larson Design Group in regards to the Nutrient Credits that the Borough will have to purchase this year to be compliant with DEP. Received confirmation from DEP in regards to the request for nitrogen offsets generated for the additional (56) EDU's in Oliver Township. DEP approved nitrogen offsets of 1,400 lbs/Year based on 56 EDUs at 25lbs/EDU. Offsets may only be used to comply with the permitted cap loads. They may not be sold as credits.

TRICK OR TREAT NIGHT – Cl'm Prescott moved, seconded by Cl'm Frownfelter to hold Trick or Treat Night in the Borough of Newport on October 29, 2015 from 6:00 P.M. to 8:00 P.M. Motion carried unanimously.

ZONING ORDINANCE AMENDMENT REQUEST FROM PLANNING COMMISSION – Secretary Bowers reported the Planning Commission met with Jerry Gibboney of 425 Mulberry Street to discuss the issues that he was having with this property. The Newport Borough Planning Commission is recommending the following action to address the issue now and for the future: (1) To change the southernmost C-2 area (encompassing the area south of the intersection of Pine Street and Mulberry Street from C-2 Downtown Commercial to C-1 Neighborhood Commercial; (2) To change the

setback requirement in the C-1 District from (8) feet side yards to (8) feet total and not less than (2) feet on one side and (3) to amend Section 250-136 to include fire damaged structures as a conditional use. Also for fire damage structures; change the wording in 250-136 to say "The owner of any structure damaged as a result of flooding, inundation or fire shall rebuild or repair the structure within (2) years from the date the damage occurs". Cl'm Frownfelter moved, seconded by Cl'm Beatty to advertise a hearing for public comment for the proposed amendment to the Zoning Ordinance for final consideration and adoption of the proposed amendments after the public hearing. Motion carried unanimously.

VFW REQUEST FOR ANNUAL PERRY COUNTY VETERANS PARADE – Cl'm Frownfelter moved, seconded by Cl'm Roush to allow the VFW to hold the Annual Perry County Veterans Parade on Saturday, November 7, 2015 at 11:00 A.M. If it rains the time will be 1:00 P.M. Motion carried unanimously.

WINTER MAINTENANCE AGREEMENT WITH PENN DOT 2015-2016 – Cl'm Halstead moved, seconded by Cl'm Frownfelter to accept and authorize the signing of the 2015-2016 Maintenance Agreement with Penn Dot for the amount of \$2,281.34. Motion carried unanimously.

PORTA POTTIE REMOVAL FROM PLAYGROUND – FYI - Because of activities this year happening in the Borough the Porta Pottie will be removed from the playground on November 9, 2015.

TEMPORARY PARKING FOR BROTHERS PIZZA - Just an FYI; Brother's Pizza will be doing sewer line repairs for hookup to the new sewer line on Market Street and will be parking at the rear of the Borough parking lot when working on that; there tools will be more accessible.

LIQUID FUELS FOR 2016 – Received Notice from Penn Dot that the Borough will receive Liquid Fuels in the amount of approximately \$43,869.86 in 2016.

2015 PENSION STATE AID RECEIVED – The Borough received the 2015 Pension State Aid in the amount of \$19,604.17 on September 24, 2105. The Borough's 2015 Minimum Municipal Obligation for the Non-Uniformed Pension Plan is \$20,767.00. The difference of \$1,162.83 will need to be paid out of the General Fund to satisfy the 2015 MMO. Cl'm Halstead moved, seconded by Cl'm Beatty to pay the Minimum Municipal Obligation using \$19,604.17 Pension State Aid and paying the difference of \$1,162.83 from the General Fund Account for a total payment of \$20,767.00 to the Pennsylvania Municipal Retirement System. Motion carried unanimously.

2015 VOLUNTEER FIRE STATE AID RECEIPT AND ALLOCATION - The Borough received the 2015 Volunteer Fire State Aid in the amount of \$7,453.50 on September 24, 2015. Clm Halstead moved, seconded by Cl'm Roush to allocate the 2015 Volunteer Fire State Aid in the amount of \$7,453.50 to the Newport Volunteer Fire Relief Association. Motion Carried unanimously. These funds are used for training for the fire department.

MAYOR'S REPORT – Mayor Hetrick received a parking permit renewal application for Arlene Linn of 204 N 6th Street. All paperwork was in order and she recommended approval of the renewal for another (6) months. Cl'm Prescott moved, seconded by Cl'm Roush to renew the parking permit for Arlene Linn of 204 N 6th Street for another (6) months. Motion carried unanimously.

- Mayor Hetrick reported the Relay for Life would like permission to put the Christmas Trees up in the square like they did last year. They would go up after Thanksgiving and come down after New Year's Day. Cl'm Beatty moved, seconded by Cl'm Roush to grant the request from Relay for Life to allow them to put the Christmas Trees up and down again in the square as they did last year. Motion carried unanimously.
- Mayor Hetrick reported she performed a wedding yesterday and is doing another one on Saturday.

STREETS – Borough Council decided to have the last day for brush on Monday, November 2, 2015.

WATER – Cl'm Frownfelter asked for authorization for the Newport Water Authority to use (\$40,000) of the (\$100,000) Reserve Fund that was set aside to be used for payment of the bond if needed. The Water Authority would replace the funds paying (\$5,000) a month back for a total of (8) months. Cl'm Beatty moved, seconded Cl'm Roush to authorize the Newport Water Authority to use (\$40,000) of the Bond Reserve Account to pay the bond payment and accept the payback to the Reserve Fund in the amount of (\$5,000) a month for (8) months. Motion carried unanimously.

- Cl'm Frownfelter asked that a policy be made for the billing of residents for the Sewer when the resident has been shut off for non -payment of water bill and is still occupying the residence. It should not be up NBWA to determine whether the individual(s) are occupying the residence. It was decided that the Code Enforcement Officer will determine if the residence is still occupied after he is notified by the Newport Borough Water Authority Secretary. When it is determined by him that someone is still occupying the residence he will notify the NBWA Secretary and then they will be billed for the use of sewer.

BOROUGH BUILDING WINDOW REPAIR – Cl'm Beatty received (2) quotes from True Glass Service for the replacement of the Borough Office Window. It will cost \$955.00 to replace the window unit as all one window. It will cost \$745.00 to replace the window with (2) white vinyl double hung replacement windows. Cl'm Frownfelter moved, seconded by Cl'm Beatty replace the Borough Office window with (2) double hung white vinyl windows at a cost of \$745.00. Motion carried unanimously.

BOROUGH BUILDING HEAT – One of the heaters in the Borough Office is not working. Hetrick Electric will be contacted to take a look at.

(5) YEAR PLAN – Cl'm Halstead commented the County Planning Commission would help the Borough to do a (5) year Plan or a Comp Plan for (\$1,000). It could cost the Borough (\$30,000) to (\$60,000) to do. It would save the Borough a lot of money. Cl'm Frownfelter commented but it needs to be the Borough's Plan not the County's. Each municipality is different.

There being no further business to come before Borough Council, Cl'm Beatty moved, seconded by Cl'm Roush to adjourn the meeting at 8:10 P.M. Motion carried unanimously.

Respectfully Submitted,
Patricia Bowers
Secretary

