

Newport Borough Council  
November 7, 2017 – Regular Meeting Minutes  
Newport, Pennsylvania

President Gerald Robinson called the meeting to order at 7:00 P.M. with Borough Council Members Richard Delancey, Tami Halstead, Carl Roush, Douglas Beatty, and John McNaughton present. Councilman Penny Frownfelter was absent.

**OTHERS PRESENT** - Mayor Mary Hetrick, Heather Ilgenfritz, Secretary/Treasurer

**GUESTS** – Frank Campbell, Jeff Shoemaker (AFLAC), Luke Roman (Perry County Times), and Drew Gross.

President Robinson noted that Mr. Michael Gensemer with Building Inspection Underwriters, Inc. (BIU) was scheduled to give a presentation, however, he was not present for the meeting.

**AFLAC PRESENTATION** – Jeff Shoemaker gave a brief overview of AFLAC supplemental insurance services. He explained this supplemental insurance differs from major medical insurance. AFLAC offers disability protection for pennies on the dollar. He provided an informational packet with a breakdown of coverages provided. Employees can elect various options and customize a plan to meet their needs as well as budget. Individuals can choose their level of deductible. If there is interest, Newport Borough can set up an account at the Government Group Rate and employees can then enroll in the plan. The cost for coverage would be deducted biweekly through automatic payroll deductions. Mr. Shoemaker stated that he will follow-up with the Borough in a few weeks to see if there is interest to begin enrollment.

**PUBLIC COMMENT** – Frank Campbell requested Council to consider eliminating the last parking space at the corner of Market and Second Streets by Café Espresso due to a safety concern. He stated here is a line of sight issue when there is a parked car there and pedestrians are crossing at that intersection. Mr. Campbell said he also just found out that November 17<sup>th</sup> is National Recycling Day. He suggested planning an event for next year and requested the Borough place a link on its website to Cumberland County's Recycling Center. He said they accept electronics at .50 cents per pound. Mr. Campbell thought that recycling information would be good to share with Newport residents as this is the closest recycling center in the area.

**APPROVAL OF MINUTES** – Cl'm McNaughton moved to approve the minutes of October 3, 2017 and October 17, 2017 as recorded, seconded by Cl'm Roush. The motion unanimously carried.

**FINANCIAL REPORT** – Newport Borough General Fund Account balance November 1, 2017 was \$185,079.02. Outstanding bills presented for payment in the amount of \$9,980.96. Estimated income for the balance of October is \$23,308.18. Estimated expenses for the balance of October is \$24,343.67 which will leave an estimated balance as of November 30, 2017 of \$174,062.57. Secretary Ilgenfritz stated for the record that the Financial Report in Council's packet was amended to reflect a check issued at the request of President Robinson to 1000Bulbs.com in the amount of \$153.57. This was for two corn cob style light bulbs for street lights that was approved for purchase at Council's last meeting on a trial basis. Liquid Fuels Account balance November 1, 2017 was \$80,591.03. Outstanding bills presented for payment 3,387.18 and Juniata Valley Bank truck payment of \$1,235.78 will leave a balance of \$75,968.07. Cl'm Beatty moved, seconded by Cl'm Delancey to accept the Financial Report as presented. Motion carried unanimously.

**APPROVAL OF BILLS** – Cl'm Beatty moved, seconded by Cl'm Delancey to approve payments of the outstanding bills in the amount of \$9,980.96 from the General Fund Account and the outstanding bills in the amount of \$3,387.18 and 1,235.78 from the Liquid Fuels Account. Motion carried unanimously.

### **OLD BUSINESS**

**2018 BUDGET WORKSHOP** - President Robinson reported there is an estimated \$36,000 budget shortfall for 2018 and Council will meet on November 21, 2017 at 7:00 p.m. to finalize the 2018 proposed budget for adoption in December.

**COMCAST FRANCHISE AGREEMENT** – President Robinson stated that he is awaiting a return call from the Comcast representative regarding the second internet line in question and is hopeful there will be no hold up in executing the agreement.

**THIRD STREET SIDEWALK ISSUE** - President Robinson stated he plans to issue letters to both Nympha Miller and Ralph “Bubb” Lesh giving them six months to fix the existing problems at their properties on Third Street to comply with the Borough’s Code of Ordinances.

**NEW BUSINESS**

**APPROVAL OF RESOLUTION NO. 05-17 FOR THE 2017 TURKEY TROT BANNER & REQUEST FOR ROAD CLOSURES** - Cl’m McNaughton Halstead moved, seconded by Cl’m Halstead to approve Resolution No. 05-17 designating the Borough’s intent to erect one banner across Market Street at the intersection of Second Street, and authorize the closures of Third Street from Walnut Street to Mulberry Street for the event. Motion unanimously carried.

**ADOPTION OF NIMS RESOLUTION 06-17 IMPLEMENTING THE NATIONAL INCIDENT MANAGEMENT SYSTEM** – Cl’m Halstead stated the Borough is required to hold NIMS certifications and she knows that the County’s Emergency Management is working to update things and they have requested that municipalities adopt the NIMS Resolution. Cl’m Halstead moved, seconded by Cl’m McNaughton to adopt NIMS Resolution No. 06-17

**REQUEST BY WEIS MARKETS, INC. FOR PUBLIC HEARING ON THE INTER-MUNICIPAL TRANSFER OF A LIQUOR LICENSE INTO NEWPORT BOROUGH & AUTHORIZE ADVERTISING** - President Robinson reported that Weis Markets is seeking approval for the purchase of the Liquor License currently held by Zeiderellis Restaurant Group, LLC in the Borough of Marysville. Weis Markets plans to operate a restaurant inside the store located at 316 Walnut Street in Newport and intends to sell beer, referred to in the Liquor Code as malt and/or brewed beverages, to customers while dining at the restaurant and also sell beer and wine “to go.” Weis Markets is requesting Newport Borough hold a public hearing for the purpose of allowing residents to voice their opinions on this matter, and then Council must either approve or deny the transfer of the Liquor License by way of resolution within 45 days of the public hearing. President Robinson stated he has spoken with Bill Dissinger, the Borough’s Solicitor, concerning this matter and Mr. Dissinger is taking care of properly advertising the hearing. Representatives from Weis Markets will be in attendance and Weis will pay for the expenses associated with the hearing including advertising. President Robinson said has also spoken with Newport School District Officials to secure the High School Auditorium to conduct this hearing during Council’s Regular Meeting on December 5th. Since there is no way of knowing how many people may show up to comment, it is necessary to move the meeting to accommodate members of the community who may wish to attend. There was a brief discussion among Council concerning the transfer of the Liquor License. President Robinson noted the Borough would receive some revenue from the sales. Cl’m Beatty moved, seconded by Cl’m Roush to authorize advertising of the public hearing on December 5, 2017 at 7:00 p.m. at Newport High School Auditorium for public comment on the inter-municipal transfer of a liquor license for Weis Markets. Motion unanimously carried. Cl’m Halstead requested that a sign be placed on the door of the Borough Office on December 5<sup>th</sup> indicating the meeting has been moved.

**MAYOR’S REPORT –**

Mayor Hetrick stated she has been working with the Codes Enforcement Officer over the last few weeks to get assistance for the homeless person who was staying at the Playground facilities. The individual has finally vacated the premises. The Mayor reported she does not know where the individual is now staying.

Mayor Hetrick also reported she participated in the Annual Halloween Parade and attended a ribbon cutting event for the River Bend Brewery.

Mayor Hetrick stated a request was received by a resident to establish an exercise business in the rear of her home which is zoned R-1, residential. The Code Enforcement Officer questioned whether this was permissible.

Frank Campbell, Planning Commission member, stated he believes the code designation of R-1 which states businesses in-house or accessory buildings leaves it open for interpretation.

Cl'm McNaughton stated the matter should be referred to the Zoning Board for review. Mayor Hetrick stated she would inform the Code Enforcement Officer to refer the matter to the Zoning Board.

**COMMENTS AROUND THE TABLE –**

Cl'm Halstead stated the playground facilities are now winterized. Charles Burns, Inc. completed the winterizing on Monday, November 6<sup>th</sup>. The floors were sealed two weeks ago and both sides of the locker rooms have been cleaned out. Frank Campbell stated the outside hydrant over by the girls' field has a leak which will need to be addressed. Cl'm Halstead noted there is also an issue in the kitchen where the sewer needs to be reconnected. Additionally, the two cleaning ladies have been discharged from playground duties for now, however, Pam Freeland will continue to clean the Borough Office Building.

Cl'm Halstead brought forward a request for Council to consider changing the time designated on No Parking street signs from 8:00 A.M.-8:00 P.M. to 8:00 A.M.-5:00 P.M. since many residents return from work around 5-6:00 P.M. and are unable to park near their homes. There was a brief discussion and consensus by Council not to piece meal signage, but rather complete a more comprehensive review of all parking areas at once. Cl'm Halstead noted the issue was brought to her attention by a resident while at a polling place today. It was noted any change would need to be changed in the Ordinance.

Cl'm McNaughton noted the 3<sup>rd</sup> week of November is the last day for brush pick up. He also requested that Michael Isenberg remain on the books as a part-time employee. Mr. Isenberg has agreed to help if needed with plowing the streets this winter.

Cl'm Halstead gave a brief update on the issue of establishing a Board of Appeals that she is working on with SEDA COG. The next COG meeting is on November 9<sup>th</sup> and will include discussion on a pending case from Duncannon. President Robinson stated that the Codes Enforcement Officer and the Borough Secretary are the first faces of the Borough with residents and they are in need of some sort of literature to hand-out that clearly delineates protocols for residents. Cl'm Halstead stated she is working to create a guideline of procedures and plans to disseminate it to each municipality once it has been vetted and approved.

There being no further business to come before Borough Council, Cl'm Roush moved, seconded by Cl'm Halstead to adjourn the meeting at 8:13 P.M. Motion carried unanimously.

Respectfully Submitted,  
Heather Ilgenfritz  
Secretary