

Newport Borough Council
March 20, 2018 – Mid Month Meeting
Newport, Pennsylvania

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

OTHERS PRESENT - Mayor Mary Hetrick and Secretary/Treasurer Heather Ilgenfritz.

GUESTS – Jennifer Caron, Esquire (Eckert Seamans Cherin & Mellott, LLC), Gwyn Smith, Kayla Nailor, Phillip Brath, Senior Managing Engineer (Barton & Loguidice), Frank Campbell, Luke Roman.

ADOPTION OF GUARANTY ORDINANCE NO. 371 FOR THE NEWPORT BOROUGH MUNICIPAL AUTHORITY – Ms. Caron explained that the Guaranty Ordinance sets forth the authorization for the Borough to incur debt, under The Local Government Unit Debt Act, which means the Borough is essentially guaranteeing the debt of the Newport Borough Municipal Authority (NBMA) in connection with construction of a new sewer plant. NBMA's sewer plant project has been awarded funding through the U.S. Department of Agriculture's Rural Utility Services program. The program provides low interest funding for municipal entities. NBMA has received a 40-year loan in the amount of \$11,849,000.00 as well as a federal grant in the amount of \$4,025,000.00 towards the cost of the sewer plant project. This project includes paying off a preliminary loan with the Juniata Valley Bank (JVB) for preliminary designs costs. The payoff of this loan is included in the \$11,849,000.00 loan. Under the Rural Utility Services program, there are conditions when awarded a permanent loan to obtain interim financing for construction. The loan that the Borough is guaranteeing is an interim loan with a loan commitment from JVB at an interest rate of 3.71% for 30 months. As part of the terms for the interim loan, the lender is requiring the guaranty of the Borough for the JVB interim loan also. The ordinance authorizes the Borough to enter into a Guaranty Agreement. The ordinance also authorizes a self-liquidating report to be prepared by the Authority's engineer with respect to the sewer system so that debt is not counted against the Borough's borrowing capacity. Ms. Caron stated the crux of the ordinance guarantees the full and prompt payment of the principal and interest on the construction note by the Borough should the Authority fail to pay. Cl'm Halstead moved, seconded by Cl'm McNaughton to enact Ordinance No. 371 guaranteeing the Newport Borough Municipal Authority's Bond for the construction of a new wastewater treatment plant. Roll Call Vote was taken and the motion carried unanimously with 7 yeas.

5TH STREET RECONSTRUCTION PROJECT – AUTHORIZE ADVERTISING OF BIDS – Philip Brath, Barton & Loguidice Engineering, provided the original project documentation along with Amendment No. 2. He reviewed the Project Status Report dated March 20, 2018 and the Opinion of Probable Construction Costs. He stated one of the outstanding items for this meeting was to address any comments that anyone may have related to the project and the advertisement for bids. He did not receive any comments from the Borough, however, he stated there were a few questions received from the Larson Design Group. Barton & Loguidice responded quickly to address those questions and Mr. Brath has updated the specs. The advertisement for bids is ready and he stated that he has started the process to have the bids advertised on PennBid once approved. Mr. Brath noted there were some questions regarding the total project costs at the last meeting and he did not have the figure at that time. The total project costs are estimated to be \$283,000.00. Cl'm Halstead questioned why the documentation appeared to be generic rather than a bid document. Mr. Brath stated there are some specific parts to it but specifications on the whole are rather generic because they talk about the expectations for each of the components of the project. There are more specifics in the measurement and payment section. Mr. Brath explained this is a lump sum project. He asked the Council to consider allowing for some adjustments in the engineering expense noting they are already through monies for Phase 2, and have incorporated the work from Larson Design Group in Amendment No. 2. All of the drawings are complete and the project is set to bid. Cl'm Halstead asked Mr. Brath to explain the invoice received for \$8,700.00. Mr. Brath reiterated it is a lump sum project and that was the full amount (100% expenses to date) but stated he would adjust that bill to reduce it to reflect 90% project completion. Cl'm Halstead requested more itemization in the billing. Cl'm Roush moved, seconded by Cl'm Delancey to authorize the advertising of bids for the 5th Street Reconstruction Project as presented. Motion unanimously carried. President Robinson noted the Bid Opening will be held on April 26, 2018 at 4:00 p.m. at the Borough Office and confirmed with Mr. Brath that the duration of the project has been changed from 180 to 110 days.

Cl'm Halstead stated the Newport Borough Municipal Authority's mailer did not have ample space to provide notification to residents of the project. She questioned whether it was the Borough's responsibility or that of the Authority, or both? Mr. Brath replied it is the responsibility of the Borough to notify residents of the work of the streets, however, the contractor would handle that when it comes time to do it. He stated the concern last month was to give residents some notice of the cost associated with the sewer laterals and connection, and the Authority was to notify those residents. He noted some of these things would be reviewed in the Pre-Construction Meetings.

AUTHORIZE CLOSURE OF STREETS FOR CANAL DAY – Frank Campbell stated the Newport Revitalization and Preservation Society is planning for Canal Day on Saturday, October 6, 2018. He requested approval to close 2nd Street from Walnut to Mulberry Streets beginning on Friday evening October 5, 2018 to allow for set up through duration of the event. Cl'm Halstead moved, seconded by Cl'm McNaughton to approve the closure of 2nd Street from Walnut to Mulberry for Canal Day beginning Friday evening, October 5th for the Canal Day event. Motion unanimously carried.

OLD BUSINESS -

SPRING CLEAN UP – President Robinson stated there was a conflict with the opening of Boys Baseball scheduled for the same time as Spring Clean Up on April 21st. He has spoken with Cody Harris and the Streets Crew will accommodate both so there should not be any problems.

NEW BUSINESS –

PLANNING COMMISSION ITEMS -Gwyn Smith reviewed the Planning Commission's Annual Report that provided a summary of yearly projects for Council's review.

She also stated the Planning Commission has received the resignation of Cody Harris and the Planning Commission is recommending the appointment of Melanie Shubert who resides on 4th street in the borough to fill the vacancy. Cl'm McNaughton moved, seconded by Cl'm Halstead to accept the resignation of Cody Harris from the Newport Borough Planning Commission. Motion carried unanimously. It was noted that Ms. Shubert and Cody Harris were the only applicants who submitted a letter of interest to serve on the Planning Commission at the beginning of the year when the vacancy was advertised. Cl'm McNaughton moved, seconded by Cl'm Delancey to appoint Melanie Shubert to the Newport Borough Planning Commission for a 4-year term to fill the unexpired term of Cody Harris. Motion unanimously carried.

Gwyn Smith requested Planning events like the dates for the Movie Nights in the Park be included in the Borough's Mailer. She will provide a list with dates.

MAYOR'S REPORT -

Mayor Hetrick reported that the property owner of 433 Market Street has made improvements. The dwelling has new siding and looks very nice The property owner wanted to extend her thanks to the Borough for accommodating the contractors with no parking signs while the work was being done.

There being no further business to come before Borough Council, Cl'm Roush moved, seconded by Cl'm McNaughton to adjourn the meeting at 8:02 P.M. Motion carried unanimously.

Respectfully Submitted,
Heather Ilgenfritz
Secretary