

Newport Borough Council  
October 2, 2018 – Regular Meeting  
Newport, Pennsylvania

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

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

**GUESTS** – Luke Roman, Frank Campbell, Jacob Zentichko, Gwyn Smith, Drew Gross, Brenda Mayer.

Ed Bergman, 29 N. 2<sup>nd</sup> Street, did not attend for discussion on a business plan and zoning compliance as listed on the agenda.

**PUBLIC COMMENT** – Brenda Mayer, 340 N. 5<sup>th</sup> Street, asked Council who is the advocate to help her get the property at 334 N. 5<sup>th</sup> Street cleaned up? Cl'm Halstead stated the Code Enforcement Officer has it listed on the Codes Report and it has been included in past reports. He is going after the property owner to enforce the ordinances and get them to comply. Ms. Mayer asked if there has been any progress at all? Ms. Mayer showed the Council photos of the property with trash on the front porch which was moved to a pickup truck rather than disposed of. Council President Robinson asked Mayor Hetrick to ride along with him and the Codes Enforcement Officer the next day to view the property. Cl'm Leach said that she too would take a walk up there to personally view the property. Mayor Hetrick addressed the Council and reminded them that they needed to go back and review the letter sent by Solicitor Dissinger. It's up to the Council to declare the property a "nuisance." President Robinson said the ordinance needs to be reviewed again to make sure that it includes specifics like trash bags and clarifies that trash is only to sit outside 24 hours in advance of trash collection. He said that must be reviewed to ensure the Magisterial District Justice would not have cause to dismiss a case in this instance. Mayor Hetrick also stated she has a serious concern about going onto someone's property and questioned whether any Borough Official should do so without a Sheriff or Constable. Mayor Hetrick said the Code Enforcement Officer is working on citations and reiterated once the fine is paid, the process starts over. This particular property in question is owner-occupied and is NOT a rental property.

**APPROVAL OF MINUTES** – Cl'm Halstead moved, seconded by Cl'm Beatty to approve the meeting minutes of August 7, 2018 as drafted. Motion carried unanimously.

**FINANCIAL REPORT** – Newport General Fund Account balance October 1, 2018 was \$262,011.21. Outstanding bills presented for payment of \$49,026.66. Estimated income for the balance of October of \$13,400.00. Estimated expenses for the balance of October of \$39,211,74 will leave an estimated balance October 30, 2018 of \$187,172.81. Liquid Fuels Account balance October 1, 2018 was \$97,935.37. Outstanding bills presented for payment of \$3,060.17 will leave a balance of \$94,875.20 in the Liquid Fuels Account. Cl'm Halstead moved, seconded by Cl'm McNaughton to accept the Financial Report as presented. Motion carried unanimously.

**APPROVAL OF BILLS** – Cl'm McNaughton moved, seconded by Cl'm Roush to pay the outstanding bills in the amount of \$49,026.66 from the General Fund Account and \$3,060.17 from the Liquid Fuels Account. Motion carried unanimously.

**OLD BUSINESS** –

**5<sup>th</sup> STREET RECONSTRUCTION – CONTRACTOR'S APPLICATION FOR PAYMENT – FINAL COSTS** – President Robinson reported the As-builts are in-hand and the quantities have been approved by the engineers. Cl'm Halstead moved, seconded by Cl'm McNaughton to close-out the 5<sup>th</sup> Street Reconstruction Project with the final payment of the Borough's portion in the amount of \$137,417.80. Council President Robinson noted the final cost also includes the Newport Borough Municipal Authority's portion of \$86,614.00 for the sanitary sewer work. Cl'm Halstead amended her motion to approve the Borough's portion of \$137,417.80 for the final payment in conjunction with NBMA's payment of \$86,614.00. Cl'm McNaughton seconded the amended motion and the motion unanimously carried.

**INSURANCE RENEWALS** – President Robinson stated the Borough’s Insurance Policy with Cupp Insurance Agency is due for annual renewal on November 1<sup>st</sup>; however, multiple quotes are pending. He should have additional prices and more information for Council to review by the next meeting.

**QUOTES FOR PEST CONTROL SPRAYING** – Cl’m Beatty stated that he contacted three companies – Tri-County Pest Control, Paramount Pest Control, and Perry Pest Control to obtain quotes for spraying of the interior and exterior the Borough Office Building. Cl’m Beatty reviewed the quote provided by Tri-County Pest Control and recommended they be approved for spraying of the Borough Building in Spring and Fall, and to have mouse traps set. Cl’m Beatty moved, seconded by Cl’m Roush to approve having Tri-County Pest Control spray the Borough Office inside and as quoted \$40.00 inside each time and \$85.00 outside each time, two times per year. Motion carried unanimously.

**DISCUSSION ON STREET LIGHTS** – President Robinson said there is a retrofit for the street lights, however, the shades on the lampposts are making it problematic. He reported the lamppost by the Perry County Council of the Arts has a sample light bulb installed. It was a tight fit but appears to be working well. Robinson stated the retro-fit took about 15 minutes of labor; however, with the labor charge and the \$225 charge per light fixture of 26 street lights, it would be too expensive. Cl’m McNaughton asked whether Robinson had obtained quotes from Hetrick Electric and or Miller Electric. President Robinson replied no, but he will talk with them to get additional quotes. Cl’m Halstead stated that she has spoken with the Streets Department and they are willing to try to save the Borough money by doing the installation of the lights themselves, but they will need a professional to show them how to do that work. President Robinson stated it’s important to have a licensed electrician for safety reasons. He was hopeful that within a few weeks the retro-fit of all the street lights would be done.

**NEW BUSINESS –**

**REQUEST BY NEWPORT REVITALIZATION AND PRESERVATION SOCIETY TO UTILIZE STREET LIGHT-POSTS TO DISPLAY BANNERS HONORING LOCAL VETERANS** – Frank Campbell, NRPS, asked the Council for permission to use the lampposts to display banners honoring local military veterans. He said this is a new program NRPS is working on and it is self-funded. Families or organizations would sponsor a veteran. He hopes to have the new banner program begin in November. There was a brief discussion regarding the schedule for the display of the banners around Memorial Day and Veterans Day holidays. Mr. Campbell estimated the cost per banner to be \$75.00 and noted that he is working with Artistic Image to have the banners printed. Council President Robinson asked Mr. Campbell to put the concept in writing and submit it for consideration to Council.

**PLANNING COMMISSION’S RECOMMENDATION REGARDING PROPERTY MAINTENANCE** – Gwyn Smith, Planning Commission Chair, stated from a zoning standpoint the Borough needs to tighten the process for property maintenance compliance through stricter enforcement of codes and zoning ordinances. Ms. Smith submitted a report to Council, by unanimous consent of the Planning Commission, with formal recommendations to address the code enforcement related issues and the “general shabbiness” of Newport. Ms. Smith cited the Buffalo Brew Building with apartment rentals and the Attorneys’ Office as occupants noting it only has 9 parking spaces, which is not enough according to Borough Code. Ms. Smith stated the matter should have come to the Planning Commission first, and then to the Zoning Board for a variance, but that never happened. Ms. Smith agrees the ordinances need to be updated, but emphasized they also need to be enforced. Cl’m Halstead noted it is 1 ½ spaces per rental unit in the Borough Code. Cl’m McNaughton noted this needs to be publicized. Cl’m Halstead stated the town was built before zoning was implemented with new construction. Ms. Smith reiterated the Borough needs to have a clear process, provide the necessary information and publicize it. She also cited the Terror Farm business stating that should have come before the Planning Commission to be reviewed. President Robinson stated the Borough needs to prioritize the issues starting with nuisance properties. It was also noted that many residents are living on fixed incomes and simply don’t have money for sidewalk repairs. For example, Robinson noted compliance of sidewalks vs. weeds. It was also noted the brick sidewalks are inadequate and need to be replaced and they are hazardous in winter. President Robinson said Newport is a small municipality and he asked folks to keep in mind the Code Enforcement Officer is a part-time position. Ms. Smith stated

the Planning Commission is willing to help. Cl'm Halstead said she tries to encourage folks to take of their properties, but it's not a priority for some folks.

**LIQUID FUELS ALLOCATION ESTIMATED FOR 2019** – President Robinson reported that PennDOT has notified the Borough of its estimated allocation for Liquid Fuels for 2019 in the amount of \$49,237.17.

**STORM SEWER REPAIRS** – President Robinson noted two storm sewers that need repair. The first is at Fisher Auto Parts on N. 2<sup>nd</sup> Street to connect that inlet to the pipe on 2<sup>nd</sup> street. He has asked the contractor, Ronca, for an estimate. The other is across from Westford's property. The drawings show a pipe, but no inlet. Cl'm McNaughton stated the inlet should have never been removed. Cl'm Halstead asked if there was an estimate for that repair. Robinson replied about \$2,000 to install and an additional \$2,000 to connect. Cl'm McNaughton suggested getting the estimates together and then voting on the matter ASAP. Cl'm Halstead requested the estimate by the mid-month meeting on October 16<sup>th</sup>.

**MAYOR'S REPORT** - Mayor Hetrick stated she was going to discuss the Solicitor's letter regarding nuisance properties and that has already been discussed. She had nothing else to report.

**COMMITTEE REPORTS –**

**PLANNING** – Gwyn Smith requested permission for Melanie Schubert to attend a Zoning Administration Training Workshop offered by the Tri-County Regional Planning Commission in the amount of \$40.00. Request was approved.

**STREETS** – Cl'm McNaughton requested permission for the Streets Department to purchase two front tires for the 2002 Ford Truck. The price for both tires, plus mounted and balanced is \$278.96. Cl'm McNaughton moved, seconded by Cl'm Beatty to approve the purchase of two tires for the 2002 Ford Truck in the amount \$278.96. Motion unanimously carried.

Cl'm Beatty noted Cody Harris reported the spouting on the Borough Building is clogged from the roof repair of Brother's Pizza. The spouting needs to be separated, and the Borough's spouting needs to be cleaned out, but not at the Borough's expense. Cl'm McNaughton will speak with owner of Brother's Pizza regarding the matter.

**REQUEST FOR EXECUTIVE SESSION** – Cl'm Beatty moved, seconded by Cl'm Halstead to go into Executive Session at 8:11 P.M. regarding personnel. Cl'm Halstead moved, seconded by Cl'm Beatty to come out of Executive Session at 8:32 P.M.

Mayor Hetrick reviewed the Code Enforcement Officer's log of Citations and noted there are 9 Citations pending for the removal of junk, trash, and lawn ordinance violations.

There being no further business to come before Borough Council, Cl'm Roush moved, seconded by Cl'm Beatty to adjourn the meeting at 8:39 P.M.

Respectfully Submitted,  
Heather Ilgenfritz  
Secretary