

Newport Borough Council
October 16, 2018 – Mid Month 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, and Barbara Leach present. Councilmen Richard Delancey and Douglas Beatty were absent.

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

GUESTS – Luke Roman

PUBLIC COMMENT – None

APPROVAL OF BILLS – Cl'm Roush moved, seconded by Cl'm Leach to pay the outstanding bills presented for payment in the amount of \$5,448.28 from the General Fund. Motion carried unanimously.

NEW BUSINESS –

APPROVAL OF HANDICAP PARKING PERMIT FOR S. BEAMER – Mayor Hetrick stated she received the request and the required documentation has been submitted. Cl'm Halstead moved, seconded by Cl'm Leach to approve the handicap parking permit for Suzanne Beamer. Motion unanimously carried.

ACCEPTANCE OF \$250.00 DONATION FROM THE CHURCH OF THE NATIVITY AND ST. STEPHEN – Cl'm Halstead moved, seconded by Cl'm Leach accept the donation in the amount of \$250.00 made by The Church of the Nativity and St. Stephen, Newport. Motion unanimously carried. Council requested a thank you letter be sent to the church for the generous donation.

APPROVAL TO PURCHASE ANTI-SKID (1 TRI-AXLE LOAD) - \$456.72 – Cl'm Roush moved, seconded by Cl'm Halstead to approve the purchase of 1 Tri-Axle Load of Anti-Skid for the Street Department in the amount of \$456.72. Motion unanimously carried.

APPROVAL TO PURCHASE PROPANE & HAVE FURNACE SERVICED AT THE BOROUGH GARAGE – Cl'm Halstead moved, seconded by Cl'm Roush to approve the purchase of propane for the Borough Garage from Swenson's Fuel and to have the furnace serviced. Motion unanimously carried.

APPROVAL TO PURCHASE NEW DISCOVER NEWPORT BANNERS – Secretary Ilgenfritz stated the Streets Department brought one of the Discover Newport Banners in to show how they are beginning to deteriorate. The banners are beginning to show signs of age having been in use for at least six years and are faded and worn. A rough estimate to replace the banners for 26 lampposts is approximately \$1,000. Cl'm Halstead recommended vinyl banners. Cl'm Halstead moved, seconded by Cl'm Leach to approve the purchase of new Discover Newport Banners up to \$1,000.00. Motion unanimously carried.

APPROVAL OF PROPOSAL FROM R. SCOTT MAXWELL CONSTRUCTION FOR CONCRETE WORK AT VETERANS MEMORIAL PARK – It was noted this proposal was previously approved. However, Mr. Maxwell was asked to submit the quote in the Borough's name rather than Frank Campbell's name, and he did so. No action was necessary.

Cl'm McNaughton arrived at 7:18 P.M.

PEDESTRIAN CROSSWALK SAFETY – Cl'm McNaughton asked Council to reconsider their prior discussion on the pedestrian safety on Market Street in the downtown square. He stated that he did not want Council to wait to take action until there is a tragic accident. Cl'm McNaughton stated he spoke with Steve Sayers, PennDOT New Bloomfield Office, to request that PennDOT assess this matter since Market Street is a state road. He recommended exploring the

possibility of having flashing yellow lights installed on pedestrian signs approaching both sides of the square. In the interim, he asked Council to reconsider the request previously made to have the first parallel parking space at Market and 2nd Street outside of Espresso Yourself Café eliminated to improve the visibility at the crosswalk. Cl'm Halstead suggested this area would be a better use of the decorative crosswalk markings that are reflective as an alternative. There was a brief discussion regarding possible solutions, signage, and an electric source. Cl'm McNaughton is going to check with PennDOT regarding the possibility of using battery-operated flashing lights.

CARPET CLEANING – There was a brief discussion regarding the carpet in the Borough Office and whether to clean or replace it. Consensus of Council was to obtain quotes and budget for replacing the carpet in 2019. There was additional discussion regarding the Federal Surplus Program and purchasing chairs to replace the auditorium style seating currently in the Borough Office, and a few tables for use at the Playground Concessions. Cl'm McNaughton moved, seconded by Cl'm Leach to authorize spending up to \$500.00 to purchase tables and chairs through the Federal Surplus Program. Motion unanimously carried.

BOROUGH INSURANCE RENEWAL – President Robinson stated he is still waiting on more than one vendor for quotes. He assured the Council the Borough has a 25-day grace period for the renewal due on November 1st and the Borough is not in any jeopardy of termination of coverage. He reported the Workers Compensation is also being quoted in addition to the liability and general property.

CAPITAL BLUE CROSS / VISION & UNITED CONCORDIA RENEWALS – President Robinson reported there is a slight increase – approx. \$600.00 annually to renew the current plan for the employee medical coverage with Capital Blue Cross. The dental coverage for Borough employees is with United Concordia, and that is estimated to remain the same at \$139.84 per month, or slightly higher. Cl'm Halstead moved, seconded by Cl'm Roush to budget the cost for Capital Blue to include the \$600.00 increase for healthcare and vision coverage for the Borough Employees, and United Concordia for dental coverage. Motion carried unanimously.

2019 PROPOSED BUDGET WORKSHEET – The following budget items were discussed.

PAVING DISCUSSION - President Robinson called for a discussion on paving priorities, and reported a meeting is scheduled for October 25, 2018 at 9:30 AM with members of the Newport Borough Municipal Authority, Engineers, and Rodney Fraker, Project Manager for Ronca to look into whether the Borough can piggyback onto the Newport Borough Municipal Authority's paving contract for the sanitary sewer project.

Second Street between Walnut and Oliver Streets has been torn up as part of the sewer main replacement project. President Robinson said the Borough should explore completing the repaving of the whole street curb to curb now. The Borough would pay the difference for the additional paving to have this street completed and resurfaced prior to winter. The cost will be substantially more if the contractor must re-mobilize in the spring to pave the street. The stakeholders will need to identify a solution and hopefully meet a critical deadline, so the paving can be done prior to the winter months. Otherwise, a base coat is laid which will be torn up in the spring for the resurfacing. The project is under review by both the Borough and the Authority's engineers, and Ronca will work quickly to provide a quote. Cl'm Halstead reminded Council of the threshold for bidding of \$19,000. There was a consensus by Council that paving of the streets is a priority for the 2019 Budget.

PLGIT – President Robinson discussed having the Borough explore the possibility of opening an account with PLGIT to move money into to obtain better interest- bearing account vs. a checking account. Cl'm Halstead stated she is familiar with PLGIT's services through her participation on PSAB's Board. She spoke with a representative and they will meet with Council should Council desire to do so. Cl'm Halstead stated that she would call the representative to set up a time to meet. President Robinson noted that he would also be interested in obtaining information on their Purchasing Card Program. President Robinson recommended any excess funds in the budget be placed into a special fund either with PLGIT or something for street improvements.

TAX COLLECTOR COMPENSATION - Cl'm Halstead discussed the Tax Collector's Compensation and stated further research was done on this matter. She reminded Council that the request for an increase can not be granted as it is tied to legislation. The compensation can't be changed in the Collector's current term.

PURCHASE OF NEW EQUIPMENT FOR THE STREETS DEPARTMENT – There was a brief discussion regarding budgeting for the purchase of either a new tractor or skid-loader. President Robinson is still working to obtain quotes from various vendors for the purchase of a skid-loader. A skid-loader appears to be choice of the majority as it is more versatile. Council will explore the option of obtaining a USDA loan not to exceed what the Borough had paid in monthly payments for the truck loans through Juniata Valley Bank. The JVB loan was paid off in July 2018. A similar loan would be affordable to the Borough. Additionally, there would be a small portion of the Liquid Fuels allocation which could potentially be used toward the purchase of new equipment for the streets if a project application is submitted and approved through PennDOT. The consensus of Council is to explore these options and budget for approximately 50-70k for the purchase of new equipment for the Streets Department.

STREET LIGHTING – Council President Robinson stated he is having difficulty finding LED bulbs to fit the street lampposts. The pricing is in the \$40-70 per bulb range. He is looking for lower wattage to reduce the costs, but then that also reduces the volume of lumens.

VETERANS MEMORIAL PARK WINTERIZING – Cl'm Halstead moved, seconded by Cl'm McNaughton to have Charles H. Burns, Inc. complete the winterizing of the buildings at the park for approximately \$500.00, which has been budgeted. Motion carried unanimously. Cl'm Halstead noted the restrooms will remain open for the Halloween Parade on October 24th.

Cl'm Leach expressed concern with holding the Halloween Parade with the current condition of the streets and the ongoing construction in town. She spoke about safety concerns.

MAYOR'S REPORT - Mayor Hetrick reported she has had numerous calls and people approaching her who are irate about the contest publicized by the Planning Commission. She said residents asked her how the Borough could give out prizes for a house decorating contest when it can't afford to pave the streets. Mayor Hetrick stated the Planning Commission did this on their own without bringing it before Council for approval. They posted it on social media, and they obtained sponsors to donate the prizes. Mayor Hetrick stated this contest should have been properly reported and included in their report to Council, which it was not. Cl'm Halstead reiterated the Planning Commission's responsibilities are centered around sub-division and land development to ensure compliance with zoning. A contest such as this one would be associated more with a Parks and Recreation initiative. She stated the Planning Commission is appointed by Council for the purpose of making recommendations to Council related to sub-division and land development matters. She added they should be working on the Comprehensive Plan update, as that falls under their scope of responsibility.

There being no further business to come before Borough Council, Cl'm McNaughton moved, seconded by Cl'm Roush to adjourn the meeting at 9:02 P.M.

Respectfully Submitted,
Heather Ilgenfritz
Secretary