

Newport Borough Council
December 4, 2018 – Regular Meeting
Newport, Pennsylvania

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

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

GUESTS – Gwyn Smith, Brenda Mayer, Jacob Zentichko, Frank Campbell, and Luke Roman.

PUBLIC COMMENT –

Gwyn Smith, Planning Commission Chair, reported the Planning Commission will be holding another Holiday Decorating Contest and the information has been posted on Facebook. This time the contest includes anyone who has a Newport address due to complaints received the last time from folks who wanted to participate but lived just outside the borough. Local businesses have provided donations for the prizes.

Brenda Mayer requested an update on the property at 334 North 5th Street. Ms. Mayer asked if any of the Council members could provide a case number if it had in fact been turned over to the Magisterial District Court. She stated the backyard is still a mess and there are bags of trash that have been left on the sidewalk. Cl'm Halstead provided Ms. Mayer with a copy of the Code Enforcement Officer's monthly report with details, noting that he has spoken with the tenant about the problem.

APPROVAL OF MINUTES – Cl'm Beatty moved, seconded by Cl'm McNaughton to accept the minutes of September 4, 2018; September 18, 2018; October 2, 2018; October 16, 2018; November 6, 2018 and November 20, 2018 as presented. Motion unanimously carried.

Cl'm Leach stated that she believed the Minutes of November 6, 2018 should have been worded differently to say "Permit Parking" rather than "Handicap Permit Parking" because any handicap individual will think they can park in the parking space. Cl'm McNaughton stated that her residence is more susceptible to that happening in that location with proximity to the square, and he will have the Streets Department up additional no parking signs to help resolve the problem. Cl'm Halstead stated they should call the Code Enforcement Officer when that happens.

FINANCIAL REPORT – Newport General Fund Account balance December 1, 2018 was \$221,827.56. Outstanding bills presented for payment of \$4,151.04. Estimated income for the balance of December of \$7,400.00. Estimated expenses for the balance of December of \$29,211.74 will leave an estimated balance December 31, 2018 of \$195,864.81. Liquid Fuels Account balance December 1, 2018 was \$92,794.10. Outstanding bills presented for payment of \$1,699.29 will leave a balance of \$91,094.81 in the Liquid Fuels Account. Cl'm Halstead moved, seconded by Cl'm Beatty to accept the Financial Report as presented. Motion carried unanimously.

APPROVAL OF BILLS – Cl'm Halstead moved, seconded by Cl'm McNaughton to pay the outstanding bills in the amount of \$4,151.04 from the General Fund that includes the Comcast bill in the amount of \$137.62 that came in the mail after the reports were prepared; and, \$1,699.29 from the Liquid Fuels Account. Motion carried unanimously.

OLD BUSINESS –

STREET LIGHTING – LED REPLACEMENT BULBS – President Robinson reported that Brubaker's did not recommend a bulb at Flickinger's. They are still looking for the proper replacement bulb. The quote for the sample light in front of the Perry County Council of the Arts came in at \$600.00 as quoted by Atlanta Light Bulb Company. Robinson stated possibly in a short period of time a new bulb will be developed, but at this point that is too costly for 26 light posts. He recommended holding off on this matter for now and take another look at it again in six months. He stated in the interim the Borough could replace the lights that are not working for now. He stated Brubaker's said the timer had dirty contacts and they did a cleaning of the timer which was highly oxidized. The snowflake lights take regular incandescent

bulbs and there are way too many to change. Robinson also recommended starting to look to replace the entire fixture with LEDs. Cl'm Halstead stated that she will order different bulb replacements for the snowflakes for next year.

AMENDED HANDICAP PARKING PERMIT APPLICATION – Council discussed whether or not to implement an additional one-time fee of \$75.00 to handicap permit applicants if the Borough's Streets Crew is required to drill into sidewalks or pavement to install signage. Cl'm Halstead stated the Liability of Waiver for any damage is in Council's packets for review. The Waiver would be attached to the application and signed when applicants turn-in their applications. It does not include an additional \$75.00 charge as that will need the Solicitor's review because it's not in the ordinance and it would require an ordinance change. Cl'm Halstead stated the Borough does receive a \$100.00 fee. There is no maintenance once the sign is placed. She asked Council to consider whether it was necessary to charge the additional fee. She said there are two options – 1) Ask the Solicitor if the Borough needs to amend the ordinance; or 2) Ask Solicitor for opinion not to charge the \$75.00 fee. President Robinson agreed that was reasonable. Cl'm Halstead moved, seconded by Cl'm McNaughton to accept the Waiver of Liability for the Handicap Parking Permit Application and defer the \$75.00 charge to the Solicitor for his opinion.

REPORT OF STATUS ON USDA GRANT APPLICATION FOR 2019 – PURCHASE OF NEW EQUIPMENT – Cl'm Halstead stated she has printed off the documents and is in the process of moving forward; however, she needs more information on which skid loader the Borough intends to purchase and will need to review the Budget information. She will work on it with the Borough Secretary. Council President Robinson stated two of the vendors are very close in pricing and he is waiting to see if there are model changes at the end of the year. He is hoping to have another demo in the next two weeks for the Street Department.

PAVING DISCUSSION – Council President Robinson stated the Borough has not gotten anything back on this from Ronca. The Borough's engineer is coming tomorrow to walk around with him and take a closer look at the streets. They want to make sure there is adequate coverage. Cl'm Leach stated she spoke with Rodney from Ronca and he stated there will be no paving done until spring. Robinson stated that is not what the Borough was told at the meeting held in late October. He said that Cody Harris, Street Department, did well plowing in the recent snow given the condition of the streets, but holes are starting with the stones being displaced. Cl'm Leach said stones are clogging the inlets. She reported the problem to Rodney with Ronca Construction since the stones are blocking the water from going down. Jacob Zentichko stated the Newport Borough Municipal Authority is pressing the issue with the contractor to maintain streets and the stones need to be cleaned up ASAP.

APPROVAL OF SERVICES AGREEMENT BETWEEN NEWPORT BOROUGH AND NEWPORT BOROUGH MUNICIPAL AUTHORITY – President Robinson recommended sending this agreement to the Borough's Solicitor for review before signing. He will send Solicitor Dissinger an email. No action was taken and approval of this agreement remains pending until Council has received the Solicitor's legal opinion.

NEW BUSINESS –

ADOPTION OF 2019 TAX ORDINANCE NO. 372 – Council President Robinson called for a motion to adopt Ordinance No. 372 enacting the tax rates for the Borough of Newport for the fiscal year 2019; real estate the sum of 4.341 mills on each dollar of assessed valuation. This rate is broken down on the tax bills as 3.98 mills for real estate and .361 mills for fire protection. The rate for occupation purposes is 153 mills on each dollar of assessed valuation and the rate for per capita is \$10.00 for each taxpayer. Cl'm Halstead moved, seconded by Cl'm Leach to approve Ordinance No. 372 to enact the 2019 tax rates for the Borough of Newport. Motion unanimously carried.

ADOPTION OF 2019 GENERAL FUND & LIQUID FUELS BUDGETS – Council President Robinson called for a motion to adopt the 2019 General Fund and Liquid Fuels Budgets as proposed. Cl'm Halstead moved, seconded by Cl'm Leach to adopt the 2019 General Fund (\$892,848) and Liquid Fuels (\$142,431.17) Budgets. Motion carried unanimously.

APPROVAL OF PROPOSED ORDINANCE NO. 373 - AUTHORIZING PARTICIPATION IN JOINING THE PENNSYLVANIA LOCAL GOVERNMENT INVESTMENT TRUST (PLGIT) & AUTHORIZE ADVERTISING – Cl'm Halstead moved, seconded by Cl'm McNaughton to accept proposed Ordinance No. 373 for Newport Borough's participation in PLGIT and authorize advertising of the proposed Ordinance for public notice. Motion carried unanimously.

APPROVAL OF RESOLUTION NO. 09-18 FOR PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM PENSION WAIVER OF 2019 MEMBER CONTRIBUTIONS FOR NON-UNIFORMED EMPLOYEES – Cl'm Halstead moved, seconded by Cl'm Leach to approve Resolution No. 09-18 authorizing the Pension Waiver of 2019 Member Contributions for non-uniformed employees for submission to the Pennsylvania Municipal Retirement System. Motion unanimously carried.

APPROVAL OF 2019 LOCAL PLANNING ASSISTANCE AGREEMENT - \$600.00 – Cl'm Halstead moved, seconded by Cl'm McNaughton to approve the 2019 Local Planning Assistance Agreement with the Perry County Planning Commission in the amount of \$600.00. Motion unanimously carried.

AUTHORIZE ADVERTISING FOR LETTERS OF INTEREST – Cl'm Halstead moved, seconded by Cl'm Beatty to authorize advertising for letters of interest for 2019 for the board appointments to the Newport Borough Water Authority; Newport Borough Municipal Authority; Planning Commission, and the Zoning Hearing Board. Motion unanimously carried.

APPROVE 2019 ZONING HEARING BOARD STIPEND - \$125.00 – Cl'm Halstead moved, seconded by Cl'm Leach to approve the annual stipend for each of the Zoning Hearing Board members. Motion carried unanimously.

APPROVE & AUTHORIZE ADVERTISING OF 2019 MEETING DATES – Cl'm Halstead moved, seconded by Cl'm Beatty to accept the 2019 Meeting Dates as proposed and authorize advertising. Motion carried unanimously.

DISCUSSION ON STORM SEWER MAPPING PROPOSAL – Council President Gerald Robinson stated that he believes the Borough needs to have the storm sewer information compiled and mapped out for future improvements. He has asked Barton & Loguidice for a cost estimate to have this done. Cl'm Halstead stated it has been televised at least twice - once by Larson Design and once by Glace Associates. She stated this would be a duplication of services and she recommended asking the Newport Borough Municipal Authority for information / access to their records. President Robinson stated most of the storm sewer inlets go directly into the sanitary sewer system and that puts the wastewater treatment plant out of compliance. He stated the Borough still needs to have a plan. Cl'm Halstead stated that she will investigate this matter to have more information for the next Council meeting. Robinson stated the manholes need to be marked as either Sanitary Sewer or Storm.

DISCUSSION ON FLOODPLAIN MAP & ORDINANCE UPDATE – Gwyn Smith reported the Flood Task Force has completed the update to the Floodplain Ordinance as discussed. The new floodplain maps will become effective in June 2019. Frank Campbell stated Sherman's Creek map is done, but FEMA's Floodplain Management has not yet completed the new map for the Juniata River. Cl'm Halstead stated they needed to make sure something was in place by the April deadline. The Flood Task Force is developing a list of projects on how to mitigate the effects of a flood disaster.

OTHER BUSINESS:

APPROVAL OF BANNER RESOLUTION NO. 10-18 – Cl'm Halstead moved; seconded by Cl'm Beatty to approve Banner Resolution No. 10-18 for Newport School District's One Community, One District, One Book Literacy Event and intent to erect a banner across State Route 34 at Market and Second Streets from January 2, 2019-February 17, 2019. Motion unanimously carried.

APPROVAL OF THE 2019 PLANNING COMMISSION MEETING DATES – Cl'm McNaughton moved, seconded by Cl'm Beatty to approve the 2019 Planning Commission meeting dates as proposed and authorize advertising. Motion unanimously carried.

MAYOR'S REPORT - Mayor Hetrick reported that resident Donnie Cramer had passed away. He had helped folks with mowing lawns for many years. She received one request for a dumpster on Second Street. Mayor Hetrick also reported that she conducted a marriage ceremony on November 23rd for Wayne Bower, who is the Assistant Wastewater Treatment Plant Operator for the Newport Borough Municipal Authority. Hetrick also attended the Christmas Tree lighting ceremony and gave greetings on behalf of Borough Council.

Cl'm Beatty stated a date needed to be set for the Borough / Water Authority / Municipal Authority Christmas Party. Council President Robinson stated that he believed the Water Authority facility would be available. Menu items were briefly discussed. Date was set for December 21, 2018 at noon. Cost not to exceed \$100.00 for the fried chicken and supplies. Mayor Hetrick will be the primary contact to sign-up.

TRAFFIC STUDY RESULTS – Cl'm Halstead noted that PennDOT conducted the recent traffic study during a snow event and the numbers appear to be low, although this is good information to have when applying for grants.

COMMITTEE REPORTS – There were no verbal reports at the meeting. The routine Communications and Code Enforcement Reports were provided to Council in their packets.

There being no further business to come before Borough Council, Cl'm Beatty moved, seconded by Cl'm Halstead to adjourn the meeting at 8:18 P.M.

Respectfully Submitted,
Heather Ilgenfritz
Secretary