

Newport Borough Council  
231 Market Street  
Newport, Pennsylvania

May 5, 2020 Regular Meeting Minutes

**CALL TO ORDER:** President Tami Halstead called the meeting to order at 7:00 P.M. with Mayor Hetrick and Borough Council Members Penny Frownfelter, Barbara Leach, Gregory Shope, Carl Roush, Mary Bucher and Jacob Zentichko present.

**OTHERS PRESENT:** Luke Roman

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:** Cl'm Roush moved, seconded by Cl'm Frownfelter to approve the March 3, 2020 Regular Meeting Minutes as drafted. Motion carried unanimously.

**FINANCIAL REPORT:** Newport General Fund Account balance April 1, 2020 was \$132,763.39. The outstanding bills presented for payment of \$11,325.98. Estimated income for the balance of April is \$16,418.80. Estimated expense for the balance of April is \$22,059.40 will leave an estimated balance April 30, 2020 of \$115,796.81. Liquid Fuels Account balance April 1, 2020 was \$100,481.74. Outstanding bills presented for payment of \$5,497.17 will leave a balance of \$94,984.57. **Cl'm Frownfelter moved, seconded by Cl'm Shope to amend the Financial Report for April 2020. Motion carried unanimously. Cl'm Bucher moved, seconded by Cl'm Leach to ratify the payment of the April 2020 bills presented for payment from the General Fund Account and in the amount of \$11,325.98 and ratify the payment of the outstanding bills presented for payment from the Liquid Fuels Account in the amount of \$5,497.17. Motion carried unanimously.** Newport General Fund Account balance May 1, 2020 was \$260,209.16. Outstanding bills presented for payment this date of \$4,149.66. Estimated income for the balance of May is \$22,742.06. Estimated Expenses for the balance of May is \$26,210.14 will leave an estimated balance May 31, 2020 of \$252,591.42. Liquid Fuels Account balance May 1, 2020 was \$95,006.33. Outstanding bills presented for payment this date of \$1,431.94 will leave a balance of \$93,574.39. **Cl'm Leach moved, seconded by Cl'm Roush to approve the Financial Report for May 2020. Motion carried unanimously. Cl'm Roush moved, seconded by Cl'm Leach to approve the payment of the outstanding bills presented for payment in the amount of \$4,149.66 from the General Fund Account and pay the outstanding bills presented for payment from the Liquid Fuels Account in the amount of \$1,431.94. Motion carried unanimously.**

**NEW BUSINESS**

**Approval for Pact Two Construction to do the inlet and storm piping on Front Street and Penn Avenue for \$13,816.14**

Cl'm Frownfelter moved, seconded by Cl'm Roush to approve the quote received from Pact Two Construction in the amount of \$13,816.44 to do the inlet and storm piping on Front Street and Penn Avenue. Motion carried unanimously.

**Approval to repair Dock Street at Peach Street**

Newport Borough obtained quotes from (3) Contractors for the repair of Dock Street to Peach Street as follows:

1. G & R Charles for \$7,710.63 (without paving included)
2. McNaughton for \$6,945.00 (without paving included)
3. Kirby Kitner \$6,800.00 (without paving included)

There was a brief discussion regarding Kirby Kitner having the lowest bid and that he is known for good work in town. CI'm Frownfelter moved, seconded by Gregory Shope to accept the quote from Kirby Kitner in the amount of \$6,800.00 (without paving included) for the repairs to Dock Street to Peach Street. Motion carried unanimously.

**Approval to remove large rocks from Fickes Street Run near Pine Street by Kirby Kitner for \$868.00**

CI'm Bucher moved, seconded by CI'm Leach to approve the removal of large rocks from Fickes Street Run near Pine Street by Kirby Kitner at a cost of \$868.00. Motion carried unanimously.

**Approval to excavate by Kirby Kitner Caroline Street at Ridge Street to find the source of water that is surfacing out of the road and causing water in Bellis' basement eroding the road at an approximate cost of \$369.00**

There was a brief discussion about whether to involve an engineer to give professional advice before excavating by Kirby Kitner. CI'm Frownfelter moved, seconded by CI'm Bucher to contact the engineer for professional advice prior to Kirby Kitner excavating. Motion carried unanimously.

**Approval for Kirby Kitner to remove trees and dredge the Caroline Street Run near the 3<sup>rd</sup> Street tracks at Veterans Memorial Park to stop flooding at a cost of \$1,476.00**

CI'm Frownfelter moved, seconded by Carl Roush to approve the removal of trees and to dredge the Caroline Street Run near the 3<sup>rd</sup> Street tracks at Veterans Memorial Park to stop flooding at a cost of \$1,476.00. Motion carried unanimously.

**Discussion on water flooding at 321 North 6<sup>th</sup> Street at Gantt Street from water flowing off the Water Authority Property. Estimate from Kirby Kitner for \$1,095.00**

There was a proposal to discuss with the engineer before moving forward. CI'm Frownfelter moved, seconded by CI'm Leach to work with the engineer and move forward with Kirby Kitner doing the work to repair in the amount of \$1,095.00 if the Engineer agrees. Motion carried unanimously.

**Approval of Resolution #5-20 to amend the Non-Uniformed Pension Plan with PMRS to define full and part time hours**

CI'm Frownfelter moved, seconded by CI'm Leach to approve Resolution #5-20 to amend the Non-Uniformed Pension Plan with PMRS to define full and part time hours. Motion carried unanimously.

**Approval of Resolution #6-20 to amend the Uniformed Pension Plan with PMRS to define full and part-time hours and to allow voluntary contributions**

Cl'm Frownfelter moved, seconded by Cl'm Leach to approve Resolution #6-20 to amend the Uniformed Pension Plan with PMRS to define full and part time hours and to allow voluntary contributions. Motion carried unanimously.

**Approval to keep the borough office and the park restrooms closed to the public and decide on when to reopen at the next Council Meeting on June 2**

Cl'm Frownfelter moved, seconded by Cl'm Shope to keep the borough office and the park restrooms closed to the public and decide when to reopen at the next Council Meeting on June 2. Motion carried unanimously.

**Approval for Donna Sheibley to start working at Veterans Memorial Park on May 18, 2020 to prepare for opening and do grounds maintenance work while keeping the restrooms closed**

Cl'm Frownfelter moved, seconded by Cl'm Roush to approve Donna Sheibley to start working at the Veterans Memorial Park on May 18, 2020 to prepare for the opening of the park and to do grounds work while keeping the restrooms closed. Motion carried unanimously.

**Kristen Johns has taken EFMLA leave starting April 27, 2020 and ending July 17, 2020.**

This info is just an FYI.

**Approval to reappoint Patricia Bowers as the Pension Administrator**

Cl'm Frownfelter moved, seconded by Cl'm Leach to appoint Patricia Bowers as the Pension Administrator. Motion carried unanimously.

**Communications**

- The Perry County Hazard Mitigation Plan has been approved and a public hearing will be scheduled. Borough will be notified when we need to do a resolution for adoption.
- The Borough received Liquid Fuels State Aid money for \$47,790.77.
- Nationwide Insurance is not increasing our rates on the employee benefit policy.
- Streets Report given by Cody Harris
- Code enforcement Report received from Harry Nazarro.
- Received an email on May 5, 2020 from G & R Charles saying that the Borough owes \$21,792.05 for the 5<sup>th</sup> Street Project from Oliver Street to Walnut Street. **G & R Charles bill will need to wait until the next meeting to discuss; President Halstead needs time to research this matter.**
- The Water Authority is applying for funding through PADEP for Well #1 and the River Filtration Plant Corrosion Control Equipment.
- Copies of the 2019 Borough of Newport's Audit were distributed.

**Water Authority**

Monday May 11, 2020 at 11:30 AM, there will be a Zoom Meeting

**Mayor Hetrick**

Mayor Hetrick discussed the Bells Across PA Day will be held on May 3, 2020 at 7:00 P.M. in appreciation for the first responders & Covid -19 victims.

**Code Enforcement Report**

Council is ok with giving tickets for trash. Council does not want tickets to be given for (2) hour parking yet.

**President Halstead called for an Executive Session to discuss personnel matters at 8:45 P.M.**

**CI'm Leach moved, seconded by CI'm Frownfelter to come out of Executive Session at 8:55 P.M. with no decision.**

**There being no further business to come before Borough Council, CI'm Frownfelter moved, seconded by CI'm Roush to adjourn the meeting at 8:55 P.M.**

Respectfully Submitted,  
Patricia Bowers  
Asst Secretary