

## **Newport Borough Council Meeting October 1, 2019 Minutes**

### **Call to Order**

**Present:** The Borough Council Members present were Gerald Robinson, John McNaughton, Douglas Beatty, Carl Roush, Richard Delancey, Tami Halstead, Barbara Leach and Mayor Mary Hetrick. Tami Halstead was the Assistant Secretary recording the meeting minutes.

**Others Present:** Luke Roman, Frank Campbell, Linda Bates, Jacob Zentichko, Melissa Beers, Jeri Eveber, Doug Haines, Zachary Varvcy, David Council, Kristen Johns, Linda Fahn, Alan Hornberger, Rich Pluta, RS Taylor, Martha Roberts and Samee Wertz.

### **Announcement that the meeting is being recorded.**

### **Guests:**

- **Bob Taylor and Frank Campbell-Newport Firecracker 5K**

Bob had an idea to have a race in the summer. They came up with the name the Newport Firecracker 5K. They are proposing to make this a complimentary event with Discover Newport. It would be the 1<sup>st</sup> Annual Firecracker 5K which would be the first Saturday following the 4<sup>th</sup> of July. Next year it would be July 11, 2020. It would be sponsored by NRPS, who would have the liability insurance. It is also the Pete Howe Tournament. Frank Campbell talked to Adam Still and he is fine with it.

The race starts at the north end of the park. It will be a 5K and a 1 mile fun run or walk. The 5K will go out from Front Street, up to the Fair Grounds, through Perry Manor, Juniata Heights, back onto 4<sup>th</sup> Street, to Fickes Street, up around the high school down to Fifth Street, through to Walnut Street, down to Second Street and up to the Square.

They want to put WWI banners in the Square for this event. The one mile walk would start at the north end of the park, go to Fickes Street, up around the high school, down to Fifth Street, to Walnut Street, down to Second Street and end in the Square.

Oliver Township is fine with this. NRPS will have to get some documents that have to be submitted to the PENNDOT due to being on state roads. The north end of the Square would be closed from 8:00 AM to 10:00 AM that day. They need Borough Council's approval.

Cl'm Robinson said the Turkey Trot closes the town down. This helps the merchants. This race would draw attention to the town in a favorable manner, it is a good idea. He endorses it. Cl'm Halstead said her concern is too many event going on at the same time in town, to possibly have too many people in town at the same time with parking and traffic issues. She is in favor of the race but not in favor of having all these events on the same day.

Frank Campbell said that is why they kept it to the north end so they are not having any effect on Route 34 at all. The people will be parking at the park and they will just have to walk back from the Square to their cars.

Cl'm Beatty asked Frank Campbell if he was going to have someone there to help with parking? Frank Campbell replied yes there will be people there. Cl'm Beatty made a motion that we give NRSP the authorization to do the 1st Annual Firecracker 5K Race on July 11, 2020. Seconded by Cl'm Delancey. Motion carried unanimously.

**Historical Sign:** Frank Campbell said last month we talked about the sign for the historic district. The most appropriate spot for it is at Fourth and Market Street at the Heritage Park. The William Pomeroy Foundation wants a letter from the Borough Council authorizing NRPS to put the sign there. Cl'm Halstead moved to give a letter to the William Pomeroy Foundation to put the sign at Heritage Park. McNaughton seconded. Motion carried.

- **Martha Robert-PCEDA- Consulting Support Services for Enhancing New and Existing Businesses in the Downtown Area.**

Martha was at the Borough Council meeting in May and she spoke to us about PCEDA. They were working on a county wide revitalization effort. The Authority has already received funding for the project. The goal is to create a master plan for all the incorporated boroughs and some of the non-incorporated towns that want to participate. They want to be objective to obtain a designation from DCED as a Main Street Region. That designation will allow the participating towns to apply to DCED for matching funds for down town improvements. At the May meeting, the Authority was applying for a USDA Rural Community Development Initiative Grant. This grant is designed to assist communities that have a lower medium income then the state medium income. Newport and Duncannon fit into that category. They wanted to apply for these funds to hire a downtown coordinator to directly assist Newport and Duncannon as they go through this revitalization plan. She understands we already have a master plan that is about 10 years old. Certainly that can be looked at or refreshed. This person will use their time to help us implement our plan. That would be helping us identify different funding sources for these projects. There was also \$5,000 included in the budget for Newport and Duncannon each, to purchase any software or any upgrades to technology that we may require, to help us function better in our business matters. In May, they received notification that they got the grant. USDA would like the borough to appoint a contact person. This person will be designated to be involved in the project or make certain that there is always communication with all of the leadership to keep everyone apprised of the plans. She is asking that the borough appoint this person tonight. We will be getting dollars directly so they want to make certain it is someone from the Borough. Cl'm McNaughton moved seconded by Cl'm Beatty to appoint Cl'm Halstead as that contact person. Motion carried unanimously.

- **Doug Haines-40 North 4<sup>th</sup> Street**

Doug Haines said he understands from the News Sun paper that the work that was done on Dock Street was because it was said I had water in my basement. Doug Haines stated, "I want to go on record that, I did not have water in my basement." He has not had water in his basement for years except for the big rain we had earlier this year. About five years ago there was a sink hole there in the alley and I did get water in my basement all the time and then that has been fixed. Quite the contrary, my concern is that I am going to end up with water in my basement again from the work that was being done. Because they put a pipe in and there is a gap of four or five feet until the existing pipe. There is rain overnight and they did one section at a time. Contrary to what was in the paper I just want to go on recording saying I had not complained. I understand in talking to

Tami that they said my fence had been fixed. It has not been fixed. Harry got a piece of fencing that does not quite match what was in there. You can see these are loose, it looks close but these are all glued together. He will have to take the boards off the side and drop them down in. His fence has not been fixed yet. The gate going out there he just found out that it does not come together quite right. I also wanted to mention in prior work that was done on Fourth Street when the sewer separation was done, when they replaced that inlet, when they had it dug up, it rained and his curbing fell in. The sidewalk was affected as well. They replaced part of the sidewalk but they did not tamp it down enough and it started to settle. So there is a gap in that now. He hopes the borough will fix that as they caused that. I also have a concern that when they put that first piece of pipe in, it did not overlap completely the existing pipe that was in there. I was under the impression, as I thought I heard something said that they were going to cement that. So it was no big deal. But then they put like a piece of tarp over it and then stones. But now I know they put black top over it. So I don't think they are going to come back and cement it now. He brought photos along for the borough showing where the pipes do not match up. A photo showed his fence and his sidewalk. Cl'm Robinson asked Doug if there was a time it would suit him to come up and see that? Doug said he would be there tomorrow. Cl'm Halstead said she had PENNDOT looking at the site on Dock Street today. She spoke with Phil Brath. It was recommended that it should be televised and in Phil's opinion it was not an emergency unless it was causing damage to owners which now you see that it has not caused any damage because the statements given at the meeting were untrue. PENNDOT said that if anything is submitted it should be an itemized bill, there should be a punch list. That we should go out, and that the items that have been done should be checked off if they were done, it should be checked to see what is faulty, what is not correct before any payment, even if it would be made, that there should be no payment until these things are checked out. They were concerned that it was only a verbal contract and that does not really hold up. So there are a lot of problems and I also spoke to the other home owner. Cl'm Halstead thinks these things should be professionally checked out. She feels a lot of problems have been created and she passed out photos around the table from the site on Dock between 4<sup>th</sup> Street and Peach Street. There is a temporary sewer line there and you can smell sewer. Jim Sharar said all the main sewer work is completed and they have nothing in this to involve them. The one line will be corrected. There was an inlet removed but not sure from where. Also the pipe laying in Peach Street is 36 inches and we should not be responsible to pay for it as it was not a part of this "emergency". If the pipe laid in Dock Street is 36 inches it would not match up with the pipe coming across 4<sup>th</sup> Street because it is too big. We need to verify how much pipe was put in so we know how much the bill would be. Doug Haines stated he did not complain about water in his basement and was concerned about the gap up on top at Fourth Street. Cl'm Halstead asked Doug Haines as to his knowledge the pipe is open at the top. Doug Haines stated sure, and you have the pictures and surely at the bottom. The gap at the top they put a piece of tarp over it and put stones over top of that. Doug Haines just wants to be on record that he did not complain that I had water issues. He had no water in his basement. He was concerned because of the gap that was there. And the gap at the bottom by Peach that is still there today in the photos.

- **Samee Wertz 34 North 4<sup>th</sup> Street**

Samee Wertz was asked to speak as she is the other home involved on 4<sup>th</sup> Street. Samee Wertz said she did not complain about anything. She lives on 34 North 4<sup>th</sup> Street and she did not complain. Cl'm Halstead asked Samee Wertz if she had any water in her basement from the large rain event or any time. Samee Wertz said no and she has a sump pump but she has not had any water in her basement. She lives on the other side of Doug Haines on the other side of Dock. She had no water in her basement. Cl'm McNaughton said he's had a concern about Dock Street there for a couple of years that a car would go on there and it would cave in. Cl'm Halstead said that is part of the reason we blocked it off. So we could figure out how to fix it, and afford it, and have a plan and get funding. For like for 2 or 3 years, Cl'm Halstead said Cody told her it was like that. Cl'm Halstead said she thinks that disputes the fact that there was an emergency there because people were saying they had water in their basements and that was the premise for saying there was an emergency. I believe it has just been proved as we had no body getting water in their basements so why was that done. Cl'm Leach said maybe we need to postpone this decision until we talk with the solicitor. Cl'm Robinson said the pipes were destroyed. He had other members of the council look at it prior to doing any work there. You could see that the pipe was collapsing. The bottom was out of the pipe and was filled half to two thirds with stone until they got down to the intersection of Peach and Dock and then it was completely filled. That was the reason we continued with the work. He does not know what his resolution is going to be now. He is trying to get bids to do the inlet and the connection going further east that is hooking back onto the existing pipe that's there that needs to be done. He found an inlet box that maybe satisfactory up at the borough shed but the 36 inch pipe has to go into a 42 inch hole. He wants to put this at Dock and Peach. There is storm inlet work to be done near the borough shed. He wants to do work on Oliver Street from Second Street to Front Street. He is going to get quotes on all 3 of them to decide what we can and cannot do.

- **Bill Dissinger, Solicitor-Resolution**

Dissinger said when we spoke last time at the meeting the emergency was over. And therefore we cannot proceed on a non-bid basis. These projects should be put together as a project and be bid. If it looks like they are going to exceed the bid limit, as it looks like they are. And that is how we are going to proceed. How you get these bids are typically prepared by your engineer. Cl'm Robinson thinks they will be less then what you need bids for and can get phone quotes. Dissinger said you can get quotes but, keep in mind if you have to get bids, then that is the way it has to be done properly. The council decided to come back to the resolution.

**Public Comment:** Alan Hornberger came about the public parking on 3<sup>rd</sup> street. He put in three additional apartments and has no parking. Cl'm Robinson said the council had not reached a decision on the parking. Linda Bates suggested a few spaces be removed with 2 hours parking on Market Street. Most people do not park in the 2 hours parking spaces on Third Street that are reserved for Brothers Pizza. They park on the opposite side of the road. **Cl'm** Halstead moved to

have 2 spaces on Market and two spaces removed with the 2 hours parking on Third Street. Motion died as no second. Tabled to the next meeting. It will take time with changing the ordinance. Discussion on permit parking. Handicapped parking is our only permit parking. Mayor Hetrick introduced **Zachary Varney** a boy scout working on a Boy Scout Merit Badge. Zachary had to attend a council meeting to get his badge. Zachary was here tonight to earn his badge. **Melissa Beers** is the co-owner of River Bend Hops Farm. They are hosting an event with Perry County Relay for Life. It is a 5k fund run fund raiser. The date is Sunday, October 13, at 1:00 PM. This is the second year in a row for this event. She is here to request some closures of streets for the fun run. Requesting Market Street to be closed from the Square down Second Street to the end of town to Oliver Township. The council stated they could not close Market Street at this late date as it is a state road. The race will have to start on the south side of Market Street to start. Cl'm McNaughton moved and Cl'm Beatty seconded to close south Second Street on October 13, from 11:30 to 1:30 for the 5K race. Motion carried.

**Jeri Eveber** came to discuss care giver parking permits. She has lived there 12 years and the past secretary and codes officer gave permission for the care givers to park. She spoke with Tami who said there needs to be signs that are the same so we know who people are. The council asked their solicitor for a legal opinion to see if we could make exceptions for 2 hours parking spaces. Mayor Hetrick said the parking is not for the caregiver but to take care of the person. She thinks the caregiver should be able to walk. These are not life threatening situations. Jeri said they need to take her places. The caregiver can park in the square until she would get in the vehicle. This will be reviewed by the solicitor.

**Approval of September 17, 2019 Minutes:** Cl'm McNaughton moved and Cl'm Beatty seconded to approve the September 17, 2019 meeting minutes. Motion carried.

**Approval of the Financial Report:** The General Fund Account balance October 1, 2019 was \$170,138.22. The outstanding bills presented for payment are \$55,108.85. The estimated income for the balance of October is \$39,300.00. The estimated expenses for the balance of October are \$30,250.06 leaving an estimated balance October 31, 2019 of \$124,079.31. The liquid fuels account balance October 1, 2019 is \$122,840.88. Outstanding bills presented for payment are \$3,301.13. The balance October 1, 2019 is \$119,539.75. The money will be tight to get to the end of the year with this amount of money. Cl'm McNaughton moved and Cl'm Leach seconded to approve the financial report. Motion carried.

**Approval of the Bills:** Cl'm Delancey moved and Cl'm Leach seconded to approve the bills. Motion carried.

**Old Business:**

EMC Insurance-has not been renewed because more repairs need done upstairs.

Property at 640 Oliver Street-The dumpster was moved and that appears to be the only activity that has occurred. The solicitor is going to write a letter to them if nothing continues to progress and

give council options.

Jet Vacing-No quotes were given yet on jet vacing storm lines.

Paving projects on Pine Street and Locust Street with New Enterprise Stone & Lime Co. Will start on October 3, through October 11, 2019. Residents have been notified by letter of the project.

Budget update-The projected budget at this point is -\$22,564.28 short in funds to meet the 2020 budget. A quarter of a mil will equal about \$12,000, if we want to do a tax increase. Should employees pay a portion of insurance costs, It is a consideration for the budget.

**New Business:**

**Resolution for declaring an emergency on Dock ST-Solicitor Dissinger**

Dissinger said what he has prepared is what he said he would do based upon the last meeting. He would write to the contractor and tell him that the emergency was over and ask that the bills be submitted. He is in agreement that the bill should be itemized and so forth as that makes sense. And that he would prepare and present for council's consideration a resolution which would give you an opportunity to judge your take on what the situation was. We are specifically, at this point we have our council president has taken and found in his judgement, an emergency situation. He engaged the services of a contractor to remedy that situation. But that decision has to be taken up by you, because it is borough council who makes those decisions. This is why he suggested in the future we use a little more deliberate decision making, so that whoever is council president or doing this does not stick their neck out. Now that is not to say that we do not have some sort of terrible situation we need to do something right away because we would have to do it. But if we have time, to at least get the solicitor and engineer out there and talk individually to council members because we cannot hold a meeting because it has to be advertised. That is his recommendation. Then he recommends the decision be ratified at the next meeting.

Now we are looking at the question of ratification of what has already been done. The resolution he prepared he stated is relatively simple. The statute requires we set out what the emergency was and then the procurement and that is to say what was done to remedy the situation. The resolution says an emergency situation existed requiring the warranting the suspension of bidding requirements. The council president engaged the services of Harry F. Fahnestock for exploratory and remedial work. Fahnestock possessed the required equipment, expertise and knowledge to pursue resolution of the emergency situation in an orderly and timely manner. The decision of the borough council president to ratify and suspension of the bidding requirements as approved in according CSA Section 1402. There may be disagreements as to whether this was an emergency situation. This is where council members can provide their substitute judgement. That is what this resolution is for. This is what is required to get it back into regular order for what occurred. This is actually supposed to be done the next meeting following the emergency work. We are a little bit further than that but we are doing the best we can. This is presented to the council to try to resolve and regularize what occurred. You are not approving by this the bill because we do not have a bill in hand yet. The bill we will want to take a look at and make sure it is appropriate and reasonable, and so on. There are two different questions. Basically what this resolution does is asks you to ratify what your president has done in this situation. Cl'm Leach asked because Cl'm Halstead has been looking into all of this, when it comes to the resolution, if we as council pass the resolution, if someone comes back and says we have done something wrong are we individually held liable then

too? Dissinger said that is why he is here. He is giving you his advice and his advice is that this is an appropriate action for you to take. You can rely upon that to show your good faith in this matter. And that is why he says this is a question of judgement on your part whether, I think there is sufficient evidence, you've heard a "present describe walker" and in my judgement that would justify what the actions taken and justify your action if you choose to in ratifying. Cl'm Leach asked if we go along with the resolution and there ever would be a problem, with whoever votes for this then you would have to represent us that voted for it? Dissinger said that is correct. It would be a council action and he represents council or the borough would be required to provide council for you if he was not able to. He is giving us his best judgement on this and I understand there are differences of opinions on the judgement of this. That is why you are elected and that is your job to make those sorts of judgments. Cl'm Leach says this runs up the attorney fees. Dissinger said this is an unusual situation and it needs to be handled properly. Cl'm Leach said she was in agreement with the resolution until Cl'm Halstead was pointing a few things out. She thinks it was probably an emergency and that Cl'm Robinson was right. She is looking at problems down the road if anything happens with those you vote for this thing. Dissinger said you can rely on the advice of the solicitor. Cl'm Leach said that is what she thought. Dissinger said you have to make your decision should be based upon your best judgment of what occurred. Cl'm Halstead stated that the first statement says, the emergency situation with the risk of flooding private residence and public property. In the minutes which have been approved, says Doug Haines and the other owner of 34 North 4<sup>th</sup> Street were the ones at risk of getting water and said that water was there. They both came in and testified that they got no water. This statement A is false in the resolution, because it says flooding of private resident, because both residents had no water. Dissinger said it says the risk of flood. That is stated specifically as the RISK of flood. Cl'm Leach read the minutes said the possibility and they did not think there could be water. Cl'm Halstead said 34 never had water in their house before how would they have it now. Cl'm McNaughton said Doug Haines did get water in his house. Cl'm Halstead said Doug Haines did get water in his house and Samee Wertz did not. Cl'm McNaughton said right. Dissinger said the judgement was made that there was a risk of it. You can judge whether that was a good judgement or not. The risk of flooding given the situation. Cl'm Halstead said we were led to believe there was water and Barb asked how much. We were led to believe it was going on and it had to stop right away and the fact is nothing was going on. I believe that was misleading the council. Cl'm Leach asked what happen across the street at the church? She think that will be a problem. She thinks that Cl'm Robinson had to look into it. Cl'm Halstead thinks there is a great risk there now then there was before. The existing pipe is not connected near Peach Street to the existing pipe and there is a large hole in the road. The resident at 34 is concerned their two year old will get out of the house and fall into the hole. I will call Cody and have him put a barricade all the way around the hole. We need to have an estimate from the engineer to see what it will cost to fix these new problems that were created. And if it is not connected at 4<sup>th</sup> Street then that will need dug up again. This is what they created and it could become an emergency situation but it is not one as it is blocked off. Cl'm McNaughton called for a roll call vote on the resolution. Cl'm McNaughton made a motion to adopt the resolution and seconded by Cl'm Roush. Roll call as follows: Cl'm Beatty-yes; Cl'm Roush-yes; Cl'm McNaughton-yes; Cl'm Robinson-yes; Cl'm Delancey-yes; Cl'm Leach-yes; Cl'm Halstead-no. Motion carries.

**Care Giver parking permit discussion.** Cl'm Robinson tabled it.

**Approval of a donation to Animal Control for \$250.** Cl'm Roush moved and Cl'm McNaughton seconded to approve the donation of \$250 to animal control. Motion carried.

**Approval of Seletech Annual Support Agreement in the amount of \$3,150.00.** Cl'm Halstead moved and Cl'm Leach seconded to not approve the agreement. Motion carried.

**Approval of Capital Blue Cross Insurance renewal** We do not have the exact amounts yet.

**Approval to advertise for streets for part time snow plowing help.** Cl'm Halstead moved and Cl'm Beatty seconded to advertise for part time snow plowing help in the News Sun. Motion carried.

**Tri-County Regional Planning Commission would like a nomination for a representative to serve as the Perry County Regional Planning Area Representative.** Cl'm Halstead moved to nominate Frank Campbell to serve as the Perry County Regional Planning Area Representative for Tri-County Regional Planning Commission seconded by Cl'm Leach. Motion carried.

**Ratify Exhibit A to amend the 2019-2020 Commonwealth of PA DOT Winter Traffic Services Supplemental Agreement No. 3900038807-A.** This is a new 5 year contract and they added more money to our contract for consideration of the mileage increase. Our new contract will be \$3,600. Cl'm Halstead moved that we ratify Exhibit A to amend the PA DOT winter traffic agreement and seconded by Cl'm Beatty. Motion carried.

**Approval to make payment to Newport Volunteer Fireman Relief from the allocation received of \$6,576.03 from the Commonwealth of PA, 2019 Fire Relief State Aid.** Cl'm McNaughton moved to make payment to the Newport Volunteer Fireman Relief from the 2019 PA Fire Relief State Aid for \$6,576.03 seconded by Cl'm Roush. Motion carried.

**Recommendation to hire Kristen Johns as the full time secretary.** Tabled for now.

**Appointing a Deputy Emergency Management Coordinator.** Cl'm Doug Beatty has been working on his NIMS certification for the Basic Local Certification. He has completed the courses. He needs his county course attendance yet. Cl'm Robinson signed his paper work. Cl'm Roush moved to appoint Doug Beatty as the Deputy Emergency Management Coordinator seconded by Cl'm McNaughton. Motion carried. Cl'm Beatty abstained.

**Approval for payment in the amount of \$6,570.51 from the General Fund Account to pay a total of \$21,932.00 for the 2019 MMO. The Pension State Aid allocation was received for \$15,361.49 for the 2019 MMO.** Cl'm Halstead moved that we approve a payment of \$6,570.51 from the General Fund Account to pay a total of \$21,932.00 for the 2019 MMO and seconded by Cl'm Roush. Motion carried.

**Engineer Phillip Brath requests approval from the Borough before performing any work to the borough for: A. cost estimates and designs for the public works shed area drainage to remove storm water out of the system and B. cost estimate and specification for bidding additional work on Dock Street at Peach Street down to Third Street.** Dissinger felt it was reasonable for the engineer to request authorization and Cl'm McNaughton agreed. Cl'm

McNaughton said if we were not thinking about doing anything unless we get funding then I don't see approving this now. We are looking at a year way. Cl'm Halstead's concern is fixing Dock from 4<sup>th</sup> to Peach first. We may have to put this into one project down to Third Street. She suggested the engineer come out and evaluate what has been done and what needs done at this location and then we put the two together for one project. Cl'm McNaughton said we need the engineer to get spec for the project. Cl'm Halstead said we don't want anything more done up there unless we put it together in a plan. Cl'm Leach asked what are we going to do about the hole. Cl'm Beatty said we could put a steel plate over it. Cl'm Halstead said we need an evaluation by a professional. Dissinger said we need to authorize the engineer to go out and evaluate the situation. He can tell us the scope of work and how to proceed from there. Dissinger thinks we should table these items because we do not have money to do them and we need to have the engineer look at the current situation. Cl'm Halstead moved that we do not proceed with items A. and B. and that we do have Phil come out and do an inspection, use a camera if needed and evaluate Dock on what was done and what he estimates the cost will be to complete the work seconded by Cl'm McNaughton. Motion carried with Cl'm Robinson opposing.

**5<sup>th</sup> Street Project from Walnut to Oliver Street: Final payment under review by Engineer Phil Brath.** Phil found some items that need corrected at the contractors expense. The retainer is being held until some items are corrected. Payment for \$164,199.05 can be approved. Cl'm Halstead moved to make payment of invoice #1 to G&R Charles for \$164,199.05 out of the PIB Loan seconded by Cl'm Beatty. Motion carries.

**Approval of Resolution #09-19 of the Newport Borough entering an agreement with Newport Borough Municipal Authority to enforce the Sewer Ordinances.** Cl'm Halstead moved to approval Resolution #09-19 for an agreement with the Newport Borough Municipal Authority to enforce the Sewer Ordinances and seconded by Cl'm Beatty. Motion carried.

**Executive Session:** Cl'm Beatty moved to go into executive session at 9:04 PM for a personnel matter seconded by Cl'm McNaughton. Motion to come out of executive session for a personnel matter by Cl'm Leach at 9:22 PM seconded by Cl'm Halstead.

**Secretary Position:** Cl'm Leach moved to hire Kristen Johns as the full time Newport Borough Secretary with starting pay of \$17.00 and benefits seconded by Cl'm Halstead. Roll call vote-Cl'm Leach-yes; Cl'm Delancey-yes; Cl'm McNaughton-abstain; Cl'm Roush-yes; Cl'm Beatty-abstain; Cl'm Halstead-yes; Cl'm Robinson-yes. Motion carried

**Communication:** The Liquid Fuels State allocation for 2020 will be \$48,240.24.

**Next meeting date:** November 5, 2019

**Adjournment:** Cl'm Beatty moved and Cl'm Roush seconded to adjourn at 9:36 PM.

Respectfully Submitted,  
Tami Halstead, Assistant Secretary