

**NEWPORT BOROUGH COUNCIL
REGULAR MEETING MINUTES
July 6, 2021**

CALL TO ORDER: President Halstead called the meeting to order at 7:00 P.M. with Mayor Mary Hetrick leading the Pledge of Allegiance. Council Members Mary Bucher, Billie Dudley, Penny Frownfelter, Barbara Leach, Gregory Shope and Jacob Zentichko were present.

ANNOUNCEMENT THAT THE MEETING IS BEING RECORDED: President Halstead announced the meeting is being recorded.

GUEST: Commissioner, Gary Eby concerning paving 5th ST – Commissioner Eby stated that he is here to urge Borough Council to consider paving Fifth Street as soon as possible. Fifth Street is in bad condition, the Literacy Council serves a wide range of citizens some of which are handicap and provides a tremendous amount of services to Perry County. The condition of the road makes it very difficult to access the Literacy Council. In September HIDD is planning on putting \$600,000.00 into the renovation of the building. Kathleen Bentley from the Perry County Literacy Council stated that she feels it does the Borough a large disservice to leave the street as is. The Literacy Council is a value to Newport, it is helping to put its citizens back to work and will be a return on the Borough's investment. UPMC also comes and does addiction services with their mobile unit. She feels the street should reflect Newport, that image is very important. President Halstead stated that she has seen no applications for renovations to any existing building and that the Borough will need to see the plans. Part of the delay in repaving 5th Street is the Water and Sewer Authority are not finished working in that area. That the Borough will not repave the Street just to have it torn back up when the Water and Sewer Authority are still not finished. She asked if the Commissioner would be able to help the borough with funding. Commissioner Eby will check with the Engineer and have him get the plans to the Borough.

Frank Campbell/Jeremy Still, National Night Out August 3rd 4:00 PM to 9:00 PM at VMP - Frank stated that he would like to get approval from Council to hold Nation Night Out on August 3rd, 2021, from 4:00 P.M. until 9:00 P.M. This event is about uniting the community with our First Responders. There will be food trucks as well as the fire trucks, EMS will be there as well. Cl'm Shope motioned, seconded by Cl'm Frownfelter to approve National Night Out on August 3rd from 4:00 – 9:00 P.M. to be held at Veterans Memorial Park. Frank also stated that he would like to thank Tami and Lynn Halstead as well as Greg Shope for all their efforts at Veterans Memorial Park.

PUBLIC COMMENT: Chris Fickes – On Locust Street at Catherine Street the intersection has no stop sign. It is turning into a race-track. Would council consider putting up a stop sign? Cl'm Shope stated he will have a look. Cl'm Frownfelter motioned, seconded by Cl'm Shope to put up stop sign on Locust at Catherine intersection if needed.

Cindy Martin – Would like to bring to Council's attention the condition of 440 Market Street, it has become run down. The grass is tall, it's turning into a trash dump, there is an air conditioner laying in the yard. Trash is piled up under the porch, there are mice and rats running around. She stated she is afraid it will cause damage to her property. President Halstead stated that the Codes Officer has been issuing fines and that he will continue to deal with the property owners. He will get legal advice on the problem. Cl'm Shope stated that it's very difficult to sometimes get the name of the property owners.

Eugene Alex – Would like to see something done with 3rd Street that some of the homes in that area are getting water in their basements every time it rains. This is a low area in the road causing run off of rainwater to go right into their basements. Cl'm Frownfelter stated that the Engineer needs to look at this, it should be a part of the Comprehensive Plan. President Halstead stated that this is on the list to work on.

APPROVAL OF THE MINUTES:

June 1, 2021 Regular Meeting Minutes – Tabled Cl'm Leach would like more info put into minutes.

APPROVAL OF THE FINANCIAL REPORT FOR JULY: Newport General Fund Account balance July 1, 2021 was \$374,267.78. Outstanding bills presented for payment in the amount of \$4,769.02. Estimated income for the balance of July is \$14,584.10. Estimated expenses for the balance of July is \$30,151.78 will leave an estimated balance of \$353,931.08. Liquid Fuels Account balance July 1, 2021 was \$60,101.20. Outstanding bills presented for payment in the amount of \$100.44, leaving a balance of \$60,000.76. Cl'm Frownfelter moved, seconded by Cl'm Leach to approve the financial report as presented. Motion carried unanimously.

APPROVAL OF THE JULY BILLS TO DATE: Cl'm Frownfelter moved, seconded by Cl'm Zentichko to pay the outstanding invoices presented for payment totaling \$4,769.02. Motion carried unanimously.

NEW BUSINESS:

1. **Street locations for paving bid, 5th Street from Mulberry to the end; Pine Street from Caroline to Oliver Street; Pine Street from Oliver Street to Walnut Street with Liquid Fuels and General Fund money and to advertise for bids** President Halstead stated that she would like to get moving with project because of it being late in the season and other municipalities also getting money from ARPA it could be hard to get paving done. She spoke with Cody Harris, Streets Supervisor and these are the streets he feels are in the worst shape. Discussion was held on doing Second Street as an option. Cl'm Zentichko agrees we should move ahead and do 2nd Street before any of the alleys. Cl'm Frownfelter moved, seconded by Cl'm Zentichko to advertise for paving on Second Street from Catherine Street to the bridge at the Borough boundry line and to do patchwork at DJ's office. Motion carried unanimously
2. **Ratify the 2021 CBDG Grant Application submission for VMP Pathways and Renovations that was due June 28, 2021** - Cl'm Frownfelter motioned, seconded by Cl'm Shope to ratify the submission of the CBDG Grant Application for the VMP Pathways and renovations. Motion carried.
3. **Selection of a carrier for Life and AD&D Insurance for Employees** – President Halstead stated that the pricing is not clear but if what she is seeing is correct Hartford Insurance has the lowest quote of the three quotes we were given. She will check the pricing. If it is what we think we will move forward. Cl'm Frownfelter motioned, seconded by Cl'm Shope to go with Hartford Insurance unless quote is different, then we can regroup for final approval. Motion carried
4. **Approval of HATS Grant authorization for engagement of contract with PADOT** – Cl'm Frownfelter motioned to move forward with HATS contract with PADOT, Cl'm Bucher seconded the motion. Motion carried
5. **Approval to advertise for a qualified based engineer for the HATS Grant project** – President Halstead explained that PENNDOT must approve the engineer for the HATS Grant Project, that Phil Brath can be approved for the project if he is qualified. Cl'm Frownfelter motioned, seconded by Cl'm Zentichko to advertise for Engineer for the HATS Grant Project. Motion carried
6. **Receipt of the American Rescue Plan Act payment for \$83,159.69** – President Halstead informed the Council that the Borough did receive \$83,159.69 from the American Rescue Plan Act. That it was directly deposited into the General Fund.
7. **Approval to reconstruct Dock Street from 4th Street to Front Street with American Rescue Plan Act (ARPA) funds** President Halstead stated that she would like to move quickly because it's getting close to the end of the year, and she would like to get it completed. Cl'm Frownfelter asked how we are determining the need for inlets. President Halstead stated that Phil Brath, the engineer would advise on the need for inlets. Cl'm Frownfelter moved, seconded by Cl'm Leach to reconstruct Dock Street from 4th Street to Front Street with ARPA funds. Motion carried
8. **Approval for Phil Brath to design the engineering and bid package for Dock Street Storm and reconstruction from 4th Street to Front Street including full width paving and the Borough Secretary to advertise for bids** -Cl'm Frownfelter motioned seconded by Cl'm Leach to approve Phil Brath to design the bid package for Dock Street storm water and the reconstruction from 4th Street to Front Street to include full width paving and to advertise for bids. Motion carried.
9. **Approval to renew membership of Perry County Chamber of Commerce for \$205.00** – President Halstead asked for approval to renew the Borough's membership with Perry County Chamber of Commerce for \$205. Cl'm Bucher motioned to approve, seconded by Cl'm Shope. Motion carried unanimously.
10. **Discussion on the creation of a contract for VMP events for \$250.00 for large venue use** – President Halstead stated that right now Veterans Memorial Park charges \$100 to rent the large pavilion and that with the larger venues this does not cover the expenses of of a larger event. She would like to pursue creation of a contract with multiple tiers. Council agrees that a tier contract would be beneficial.

- 11. **Executive Session for Personnel matter and legal matter** – Executive session started at 8:34 P.M., executive session adjourn at 9:05 P.M. No decision was made.
- 12. **Discussion on insurance information on Code Enforcement vehicle** – Cl'm Leach stated that nobody even bothered to ask the Codes Enforcement Officer if he carries insurance on his vehicle. I know, but I'm not telling you should have asked him. Cl'm Zentichko stated that even if the Codes Enforcement Officer is carrying his own insurance, the expense can fall on the person that is hurt not just the Codes Officer, and if his policy doesn't cover enough it can fall on the Borough. Cl'm Dudley stated that the Codes Officer could possibly sign a waiver for the Borough. Cl'm Frownfelter motioned seconded by Cl'm Dudley to talk to attorney Dissinger and get is legal opinion in writing. Motion carried unanimously.
- 13. **Approval for Codes Officer to contact Attorney Dissinger for advice on various code violations concerning buildings and repeat offenders** – President Halstead stated that she would like to get approval from Council for the Codes Officer to contact the attorney so that he can get legal advice on stome outstanding code issues. Cl'm Frownfelter motioned seconded by Cl'm Zentichko to approve the Codes Officer to contact Attorney Dissinger regarding buildings in violation. Motion carried.

OLD BUSINESS:

- 1. **Removal of a parking space on the corner of Mulberry and 4th Streets** – Cl'm Frownfelter motioned Cl'm Bucher seconded the motion. to remove the parking space on the corner of Mulberry and 4th Streets on the firehouse side as requested by the Fire Chief. Motion carried unanimously.
- 2. **Fireworks ordinance review** – Cl'm Frownfelter stated the ordinance looks good, but would like to change the time on the ordinance from 10:00 P.M. to 11:00 P.M. Cl'm Zentichko thought the time was on the regulations he gathered the information from. President Halstead will also check on the time limit and have the ordinance ready to go for the next meeting.

COMMUNICATIONS:

- 1. **Streets Report from Cody Harris – No report given.**
- 2. **Code Enforcement Report from Harry Nazzaro.**

MAYOR'S REPORT – Mary Hetrick stated that council received a Thank You card from Rachel Filip, the winner of the Mayor's Award. Mary also stated that she has a request for Calvin Cohick for a parking permit that he has everything required for the permit. Cl'm Frownfelter motion seconded by Cl'm Leach to approve the parking permit for Calving Cohick. Motion carried unanimously. Mayor Hetrick stated that she also has a parking permit request from Doug Beatty, that we would just use the one that was issued to his mother, and that he also meets all the requirements. Cl'm Frownfelter motioned seconded by Cl'm Shope to approve the parking permit for Doug Beatty and to not charge the new fee as his mother was paid until December 31, 2021. Motion carried unanimously.

COMMENTS AROUND THE TABLE – Cl'm Frownfelter would like to see a report from the State Police about what is going on in the Borough, possible a monthly report. C'lm Frownfelter would like to check into a crosswalk on 4th and Catherine with cross hashing to make it visible. Cl'm Frownfelter also stated that there have been revisions made to the Sunshine Law that meeting agendas must be posted 24 hours prior to the meeting, that you can have a late add on, but no decision can be made on it until the next meeting.

NEXT MEETING DATE: August 3, 2021 Regular Monthly Meeting

ADJOURNMENT: With no other business to come before Council, Cl'm Frownfelter moved, seconded by Cl'm Zentichko to adjourn the meeting at 9:34 P.M. Motion carried unanimously.

Respectfully Submitted

Tina Burkholder
Secretary