

**NEWPORT BOROUGH COUNCIL
REGULAR MEETING MINUTES
June 1, 2021**

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

ANNOUNCEMENT THAT THE MEETING IS BEING RECORDED: President Halstead announced that meeting was being recorded.

GUEST: Laura Campbell, NRPS

PUBLIC GUESTS: Chris Fickes, John Gable and Gwyn Smith

PUBLIC COMMENT:

- Gwyn Smith stated that Spring Clean Up went well, they had no issues this year. The Borough can expect a bill from Sylvester's. Gwyn went on to mention that there a few homes in the Borough that put up fences that are not up to code. That some have the structure on the outside of the fence, and that should be facing the inside of the fence. Cl'm Leach replied that it is a new fence are we to have them take it down and re-do it at an addition expense to them. She stated that she saw the fence from the road and thought it looked nice. Cl'm Frownfelter stated that we cannot have people just doing what they want, they need to follow the ordinances. Cl'm Leach stated that she does agree in the future that residents must inquire about permits and ordinances before construction. Cl'm Zentichko suggested that maybe the Borough could send out a "mailer" to residents reminding them of the ordinances and codes to be followed. Cl'm Zentichko will have a look at the fence.
- John Gable the Fire Chief made comment that the Firehouse is doing well, they were able to purchase a new tanker they should have it by April of 2022. John also wanted to know if the Council would consider removing a parking space on the corner of Mulberry and 4th Streets, either side would be fine. It is difficult to make that corner with the fire truck. Council will look at the parking at that corner and have a decision at the next Council Meeting.

APPROVAL OF THE MINUTES

May 4, 2021 Regular Meeting Minutes - Clm Frownfelter moved, seconded by Cl'm Leach to approve the May 4, 2021 Meeting Minutes as drafted. Motion carried unanimously.

Approval of the Sign Hearing Minutes – Cl'm Zentichko moved, seconded by Cl'm Dudley to approve Sign Hearing Minutes as drafted. Motion carried unanimously.

APPROVAL OF THE FINANCIAL REPORT FOR JUNE: Newport General Fund Account balance June 1, 2021, was \$268,136.59. Outstanding bills presented for payment in the amount of \$2,782.78. Estimated income for the balance of June is \$21,857.95. Estimated expenses for the balance of June is \$30,151.78. Cl'm Bucher moved, seconded by Cl'm Dudley to approve the Financial Report for June. Motion carried unanimously.

APPROVAL OF THE JUNE BILLS TO DATE: Cl'm Leach motioned, seconded by Cl'm Bucher to pay the outstanding bills presented for payment from the General Fund Account in the amount of \$2,782.78, as well as pay from the Liquid fuels Account the outstanding bills presented for payment in the amount of \$103.35. Motion carried unanimously.

NEW BUSINESS:

Discuss Movies in the Park - Laura Campbell from NRPS would like to get approval for the Summer Movies in The Park on June 12th, July 31st, and August 28th. NRPS would also like to get approval to host Discover Newport Food Truck Festival on July 10th. Cl'm Frownfelter motioned, seconded by Cl'm Shope for final approval of June 12th, July 31st and August 28th for Movies in The Park, as well as Discover Newport Food Truck Festival on July 10th. Motion carried unanimously. Laura also briefly discussed the purchase of new basketball rims and nets that have been added to the park, as well as mulching, weeding and the purchase of a new water heater for the large pavilion.

Approval to have Veterans Memorial Park restrooms open from 9:00 A.M. till dusk – Cl'm Shope motioned, seconded by Cl'm Leach to have the restrooms open to the public from 9:00A.M. until dusk. Motion carried unanimously.

Approval of inlets and storm line replacement on North Shrub Street by Kirby Kitner – tabled.

Discussion on paving recommendations – Tabled.

Approval of Donna Sheibley to work at Veterans Memorial Park for substituting when needed – President Halstead stated that she would like approval from Council to hire Donna Sheibley to work at Veterans Memorial Park on an as needed basis this would help to cover the days that she may not available or days that Ryan may need off. Cl'm Bucher motioned, seconded by Cl'm Dudley to hire Donna Sheibley to work at Veterans Memorial Park on an as needed basis. Motion carried unanimously.

Approval to purchase additional security cameras – President Halstead stated that more security cameras are needed some are not working. She did purchase some that were not compatible with the current ones so those will be returned. Cl'm Zentichko asked what cost would be. President Halstead stated no more than \$350.00. Cl'm Leach motioned, seconded by Cl'm Shope to purchase the security cameras needed.

OLD BUSINESS:

Discussion on Code Enforcement compensation for gas – Code Enforcement Officer is offered a vehicle to use that comes with a gas card. Council is concerned about the liability the Borough could face with Codes Officer driving his own vehicle. President Halstead will check with insurance company regarding liability issues.

Discussion on Employees attending Committee Meetings and Council Meetings – President Halstead stated that the Council could request an employee to attend a Council Meeting and be employee would be compensated as well. Cl'm Zentichko motioned, seconded by Cl'm Frownfelter to allow Committee Chairpersons to request employees to attend Committee Meetings, and that those employees would be compensated for their time. Motion carried unanimously.

Discussion on water leak at Caroline Street near 6th Street – Kirby says coming from a new source, tabled until next meeting.

COMMUNICATIONS:

Streets Report from Cody Harris.

Code Enforcement Report from Harry Nazzaro.

Perry County Commissioners with information on the CBDG Grant Application for 2021 – President Halstead informed that the grant application process is open, should we apply for pathways in the park or apply for something else. Cl'm Frownfelter would like to think about it and decide later, stating that we have time. Tabled

MAYOR’S REPORT – Congrats to Rachel Filips on the winning the Mayor’s Award.

COMMITTEE REPORTS

PERSONNEL – Will meet in September.

FINANCE/GRANTS – Cl'm Bucher learning the budget and how to budget money where it’s needed.

STREETS – Cl'm Shope stated they are trying to prioritize with streets projects. Sweeping is being done as well as painting lines.

CAP TAX – Cl'm Frownfelter stated that Cumberland County has pulled out of Cap Tax and has lawsuit pending possible large payout.

SEWER – Working on a grant for the separation of 4th and Market Streets stormwater/sewer.

WATER – Informational only

PROPERTY – Cl'm Frownfelter and Cl'm Dudley working on inventory list.

FLOOD PLAIN/CRS – Fema Task Force updated flood ordinance brochure, that should be coming out to the public.

ORDINANCE – Cl'm Zentichko working on fireworks ordinance at next meeting. Codes Officer Nazzaro gave a list of suggestions.

PLAYGROUND – President Halstead doing a lot of clean-up projects, fixed kiddie toy, new basketball rims and nets, working on security camera system.

WEBSITE – Cl'm Frownfelter would like to have ordinances made to PDF file so the public can print.

CODE ENFORCEMENT – Cl'm Leach stated that after hours of research, gave handout on the Codes Enforcement Officers job performance for the past one and a half years and job duties. She stated that he is doing a very good job. Cl'm Leach feels that the Codes Enforcement Officer needs more hours. The if he worked 7 days a week this would only average about 3-4 hours a day not enough hours to do two-hour parking, ordinances, court ect. Cl'm Leach made a motion to give him 40 hours a week. Cl'm Leach's motion died for a lack of a second. Additional hours would cost an estimated \$6,489.00 till the end of the year. Council's budget has enough money left to give him 40 hours. Next years budget would include money for salary increase. President Halstead informed C'lm Leach that the information she is giving is a Personnel Committee issue not a Codes Enforcement issue.

NEXT MEETING DATE: July 6, 2021 Regular Monthly Meeting

ADJOURNMENT: With no other business to come before Council Cl'm Frownfelter motioned, seconded by Cl'm Zentichko to adjourn the meeting at 9:41 P.M. Motion carried unanimously.

Respectfully Submitted

Tina Burkholder

Tina Burkholder
Secretary / Treasurer