

**NEWPORT BOROUGH COUNCIL
MID MONTH MEETING MINUTES
SEPTEMBER 21, 2021**

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

ANNOUNCEMENT THAT THE MEETING IS BEING RECORDED

ACT 65 OF 2021

GUEST: Frank Campbell

PUBLIC COMMENT: Frank Campbell stated that he attended the Perry County Commissioners meeting and that they were going to award Newport Borough a portion of the CDBG grant funding for \$23,000.00 for the Veteran's Memorial Park pathways, the Borough applied for. NRPS will be going forward with the application to T-Mobile for the grant for the park pathways for \$50,000.

APPROVAL OF THE MINUTES:

September 7, 2021 Regular Meeting Minutes – Cl'm Zentichko moved, seconded by Cl'm Dudley to approve the September 7, 2021 Meeting Minutes. Motion carried.

NEW BUSINESS:

1. **Approval of Trick or Treat Night Thursday, October 28, 2021 from 6:00 to 8:00 PM:** Cl'm Bucher said she has been discussing the dates on Discover Newport, Thursday, October 28th, versus Saturday, October 30th, and she is finding that more of the community prefer Saturday the 30th. Cl'm Bucher moved, seconded by Cl'm Leach to hold Newport Borough Trick or Treat Night on Saturday October 30th, 2021 from 6:00 PM till 8:00 PM. Motion carried.
2. **Approval to purchase new computer for the Office Secretary through PCEDA Grant:** President Halstead stated that she would like to get approval to purchase a new computer for the Office Secretary. The computer is extremely slow and there is enough money left over in the PCEDA Grant. Cl'm Frownfelter stated that she would like to see at least a 20-inch monitor. Cl'm Frownfelter moved, seconded by Cl'm Shope to approve the purchase of a new office computer for the secretary. Motion carried
3. **Approval to purchase a new computer for the Street Department through PCEDA Grant:** President Halstead stated the Streets Department needs a new computer, just something basic, they use it for email, to print and order supplies. Cl'm Frownfelter suggested possibly using the Codes computer for the Streets Department. President Halstead stated that there is another laptop that is not in use, she will talk with Cody Harris and see what he prefers. Tabled.
4. **Approve Frank Campbell as the nomination for the Perry Northeast Regional Planning Area Representative to serve on the Tri County Regional Planning Commission (TCRPC):** Frank Campbell stated that if nobody else is interested in the position he would accept the position. Cl'm Frownfelter moved, seconded by Cl'm Shope to approve Frank Campbell as the Nominee for the Perry County Northeast Regional Planning Representative to serve on the Tri County Regional Planning Commission. Motion carried.
5. **PMRS MMO for 2022 for Uniformed & Non-Uniform Pension:** President Halstead stated that the Uniform MMO is \$0 and the Non-Uniformed is \$11,276.00 for 2022.
6. **Accept the resignation of Codes Officer, Harry Nazzaro:** Cl'm Frownfelter moved, seconded by Cl'm Shope to accept resignation of Harry Nazzaro and allow him to work up to 25 hours until a Codes Enforcement Officer is found. Cl'm Leach opposed. Motion carried.
7. **Approval to advertise for a part-time Codes Officer:** Cl'm Dudley moved, seconded by Cl'm Shope to advertise in the NewSun for two weeks and on the website for a part-time Codes Officer. Motion carried
8. **Approval to hire Ethan Kreitzer for the streets position starting part time on Thursdays and Fridays for \$12.00:** President Halstead stated that the Personnel Committee met with Ethan Kreitzer. Cl'm Frownfelter stated that we will still need a full-time Streets Employee. She thinks that we should possibly hire Ethan as temporary with potential to go

permanent. Cl'm Shope moved, seconded by Cl'm Leach to hire Ethan Kreitzer part-time with 90-day probationary period. Motion carried.

9. **Approval to raise Rick Miller's wages to \$15.00 per hour:** President Halstead stated that she would like Council to consider raising Rick Miller's wages to \$15.00 per hour. Rick has been a long-standing employee and is always available when the Borough needs him. Cl'm Zentichko moved, seconded by Cl'm Leach to Raise Rick Miller's wages to \$15.00 per hour. Motion carried
10. **Approval of posts, bases and street signs needed to be installed by our street department throughout the Borough for \$2,434.40:** President Halstead stated that she asked Cody Harris to go through town and check intersections to see where there is a need for stop signs and street signs so Council can have this taken care of and off the table. Cody found a need for 18 stop signs. Cl'm Zentichko moved, seconded by Cl'm Dudley to approve the posts, bases and street signs needed to be installed by our Street Department at a cost of \$2,434.00. Motion carried.
11. **Approval for Klines to televise the storm line at Mulberry Street at 2nd Street and 4th Street at Dock Street:** President Halstead would like approval for Klines to televise the storm line at Mulberry and 2nd Street and 4th at Dock Street. Cl'm Frownfelter commented that she thought that is what we already approved to have done. President Halstead stated that she thinks we should hold the Engineering bills until we get the report from televising. Cl'm Frownfelter very disappointed because we should be able to count on our Engineer. Table.
12. **Discussion on construction of a new handicap ramp on the corner of 2nd and Catherine:** President Halstead stated the need for handicap ramps on the corners of 2nd and Catherine Streets to be updated that we currently have the old-style ramps and that is the reason the stop sign is out of place. We can not remove the stop sign from where it is because it is because there is nowhere else to put it. Tabled
13. **Order a case of light bulbs for the Christmas Snowflakes:** Cl'm Frownfelter moved, seconded by Cl'm Bucher for to order a case of light bulbs for the Christmas Snowflakes. Motion carried.
14. **Approval to pay Tina Burkholder through ARPA funds for 61 hours:** Cl'm Bucher moved, seconded by Cl'm Dudley to pay Tina Burkholder through ARPA funds for 61 hours. Motion carried
15. **Placing trash cans in the Square:** President Halstead stated that the trash cans have been put out in the square.
16. **2022 Budget:** President Halstead asked that Council look over the 2022 proposed Budget. This budget gives the employees a 3% raise. We are waiting for the final numbers from the insurances, but this budget is balanced. Cl'm Frownfelter stated that she would like to bump up Cody Harris's salary. President Halstead would like to see all employees get a nice pay increase she will talk with Pat Bowers and see how a 5% raise for all employees would look. Look this budget over as we should tentatively adopt in November and advertise.
17. **Approval of a Handicap Parking Permit for Gary Fortenbaugh:** Mary Hetrick recommends approval of a Handicap Parking Permit for Gary Fortenbaugh. He has everything here that is needed. Cl'm Frownfelter moved, seconded by Cl'm Shope to approve a Handicap Parking Permit for Gary Fortenbaugh. Motion carried.

OLD BUSINESS:

1. **Reminder for Council Members to continue working on the budget.**
2. **Quotes for 55 S 2nd Street** – President Halstead spoke with PA State Police Officers who told her she was not legally permitted on the property without permission from the owner she could be charged with criminal trespassing. PSAB told her she would need a warrant. Cl'm Frownfelter moved to contact Bill Dissinger, solicitor to find out more information of legally entering the property. Role call vote 4 yes with Cl'm Leach, Cl'm Shope and President Halstead voting Nay. Motion carried
3. **Incarnation United Church of Christ drain.** President Halstead will talk with Chris Burkholder the Sewer Operator about possibly doing a dye test.
4. **Dock Street storm project:** Discussion on rebidding the project in January 2021.

NEXT MEETING DATE: October 5, 2021 Regular Meeting

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ADJOURNMENT: There being no other business to come before Borough Council, Cl'm Frownfelter moved, seconded by Cl'm Bucher to adjourn the meeting at 9:45 P.M. Motion carried unanimously.

Respectfully Submitted

Tina Burkholder
Secretary