

Newport Borough Council
December 1, 2015 – Regular Meeting Minutes
Newport, Pennsylvania

President Gerald Robinson called the meeting to order at 7:00 P.M. with Borough Council Members Penny Frownfelter, Tami Halstead, James Prescott, Douglas Beatty, Carl Roush and John McNaughton present.

OTHERS PRESENT – Mayor Mary Hetrick, Secretary/Treasurer Patricia Bowers, Code Enforcement Officer Rick Miller, Street Supervisor Cody Harris.

GUESTS – Jeremy Still, Luke Roman, Frank Campbell and Steve Sauers (PESI).

WWTP REPORT FROM PESI – Steve Sauers (PESI) reported the daily average for the month was 191,000 gallons and the peak was 627,000 gallons. He reported he purchased a heater for the lab. They are working on getting bulk Delpak. Bulk is cheaper. Since the Sewer Authority and the Borough are separating Todd Mace (owner of PESI) would need a 30 day notice for the termination of the contract with the Borough for December 31, 2015. Borough would have to give notice. Then they will work with the Municipal Authority to get a new contract. Cl'm Halstead moved, seconded by Cl'm Frownfelter to give a 30 day notice to PESI to terminate the contract December 31, 2015 for the WWTP. Motion carried unanimously.

PUBLIC COMMENT - Jeremy Still thanked Frank Campbell, Penny Frownfelter and Lorri McNaughton for the decorations for the Christmas Tree. The problem was the Fire Company didn't know about the decorations. He asked that if we would have decorations, lights etc please let them know so they can schedule the time for the extra things to do. Jeremy asked that the decorations be taken off the tree on Saturday before they take the tree down on Sunday the 3rd of January. Frank Campbell will take care of the decorations being taken down off the tree. Frank Campbell commented the tree lighting ceremony will be December 5, 2015 from 4:00 P.M. to 6:00 P.M.

APPROVAL OF MINUTES – Cl'm Roush moved, seconded by Cl'm Frownfelter to approve the November 3, 2015 Regular and November 17th, 2015 Public Zoning Hearing and Mid Month Meeting Minutes as drafted. Motion carried unanimously.

FINANCIAL REPORT – Newport Borough General Fund Account balance December 1, 2015 is \$114,182.66. Deposits of \$2,688.78. Outstanding bills presented for payment of \$12,144.29. Estimated income for the balance of December of \$14,992.04. Estimated expenses for the balance of December of \$21,121.52 will leave an estimated balance December 31, 2015 of \$98,597.67. Liquid Fuels Account balance December 1, 2015 is \$50,223.55. Outstanding bills presented for payment of \$3,998.03 will leave a balance of \$46,225.52. Sewer Revenue Account balance December 1, 2015 is \$73,407.74. Outstanding bills presented for payment of \$11,940.77 will leave a balance of \$61,466.97. We still have sewer user fees to come in and 3rd Quarter O & M reimbursement from Oliver Township. Cl'm Beatty moved, seconded by Cl'm Halstead to accept the Financial Report as presented. Motion carried unanimously.

APPROVAL OF BILLS – Cl'm Halstead moved, seconded by Cl'm Frownfelter to pay the outstanding bills in the amount of \$12,144.29 from the General Fund Account, pay the outstanding bills in the amount of \$3,998.03 from the Liquid Fuels Account and pay the outstanding bills in the amount of \$11,940.77 from the Sewer Revenue Account. Motion carried unanimously.

279 NORTH FRONT STREET – President Robinson announced the settlement date for the White Property will be on December 8, 2015 at 9:00 A.M. with JVB at the Municipal Building. All closing costs will be covered by NRPS.

NEWPORT VETERANS MEMORIAL PARK PROJECT UPDATE – Frank Campbell reported the letter was ready to be submitted to Beth Helterbran at DCNR for the additional funding needed for the Park Project. Cl'm Halstead moved, seconded by Cl'm Prescott to approve the letter to be submitted to DCNR for the additional funding needed for the Newport Veterans Memorial Park Project. Motion carried unanimously. The NVMPP Committee recommends to Borough Council to accept the low bidder for the Newport Veterans Memorial Park Project from WSL Inc in the amount

of \$259,028 plus the Alternate bid of \$7,700 for a total of \$266,728. NRPS raised the additional money needed for the acceptance of the low bidder. Cl'm Halstead moved, seconded by Cl'm McNaughton to accept the bid from WSL Inc in the amount of \$259,028 plus the Alt bid #1 of \$7,700 for a total amount of \$266,728.00. Work to begin Spring of 2016. Motion carried unanimously.

EMPLOYEE HEALTH INSURANCE PREMIUMS TO INCLUDE TAXES – Cl'm Frownfelter moved, seconded by Cl'm Halstead to approve the 2016 Medical Premiums with taxes as listed on the schedule presented for the Borough employees. Motion carried unanimously.

5TH STREET PROJECT – President Robinson commented that we need to get rolling on the 5th Street Project. It is important to get on it starting in the spring. He asked for authorization to move forward with getting started. There was a discussion in regards to the storm sewer etc. Possibly get Barton & Loguidice to look at and get them to look at the project. Curbing needs to be done especially on the lower side of 5th; it is deplorable. Cl'm McNaughton moved, seconded by Cl'm Beatty to get Barton & Loguidice for the 5th Street project so we can get rolling on it. Motion carried unanimously. We will need a proposed time schedule from them also for 5th Street.

LETTERS OF INTEREST FOR SEWER AND WATER AUTHORITY BOARDS - Cody Harris submitted a letter of interest to serve on the Sewer Authority Board to fill a vacancy left by James Prescott. Cl'm Prescott moved, seconded by Cl'm Halstead to appoint Cody Harris to serve as a board member of the Newport Borough Municipal Authority. Motion carried unanimously. His term will expire January 1, 2018. No other letters of interest were received.

PENSION WAIVER FOR NON-UNIFORMED EMPLOYEES FOR 2016 – Cl'm Halstead moved, seconded by Cl'm Beatty to adopt the resolution to waive the required member contributions for the non-uniformed employees at PMRS for the calendar year 2016 only. Motion carried unanimously.

MEETING AD FOR 2016 – Cl'm Halstead moved, seconded by Cl'm Frownfelter to authorize the advertisement for the meeting dates for the Borough, Water Authority, Sewer Authority and Planning for the 2016 meetings. Motion carried unanimously.

ADVERTISEMENT FOR BOARD VACANCIES FOR 2016 – Cl'm Halstead moved, seconded by Cl'm Frownfelter to authorize the ad for letters of interest to serve on the Water, Sewer, Planning and Zoning boards for the terms that are expiring on January 1, 2016. Motion carried unanimously.

FIRE COMPANY REQUEST - Jeremy Still asked if the Borough would supply a truck for the removal of the Christmas tree when it is taken down. Cl'm Prescott moved, seconded by Cl'm Halstead to help the Fire Company with the use of the Borough trucks and someone to drive them on January 3, 2016 for the removal of the Borough's Christmas Tree. Motion carried unanimously. Frank Campbell commented he would help with the removal of the tree.

NEWPORT BOROUGH MUNICIPAL AUTHORITY REQUEST – Letter received from NBMA proposing to retain the Borough Secretary, Pat Bowers as in the past doing the same duties and they will pay one third of her salary to the Borough if acceptable for approximately \$16,000.00 for the year of 2016. Cl'm Frownfelter moved, seconded by Cl'm Halstead to accept the proposal from NBMA for the year 2016. Motion carried unanimously.

EMPLOYEE CHRISTMAS PARTY – President Robinson asked if the Borough was going to have a Christmas Party this year? It was decided to have the Christmas Party on Wednesday, December 23, 2015 at Noon.

2016 GENERAL FUND BUDGET PROPOSAL – Cl'm Halstead moved, seconded by Cl'm Frownfelter to put any additional funds into the streets after the changes are made to the budget in regards to the healthcare premiums. Motion carried unanimously. Cl'm Frownfelter moved, seconded by Cl'm Halstead to tentatively adopt the proposed 2016 General Fund Budget and authorize the advertisement for the review of and the final adoption of the budget. Motion carried unanimously.

2016 PROPOSED LIQUID FUELS BUDGET - Cl'm Frownfelter moved, seconded by Cl'm McNaughton to tentatively adopt the proposed 2016 Liquid Fuels Budget and authorize the advertisement for the review and the final adoption of the budget. Motion carried unanimously.

2016 PROPOSED TAX ORDINANCE - An ordinance proposed to fix the tax rate is hereby levied on all real property and occupation within the said municipality subject to taxation for the fiscal year of 2016. The rate for real estate 4.341 mills on each dollar of assessed valuation. This rate is broken down on the tax bill as 3.98 mills for real estate and .361 mills for fire protection for a total of 4.341. The rate for occupation purposes is 153 mills on each dollar of assessed valuation. The rate for Per Capita is the sum of \$10.00 for each taxpayer. Cl'm Prescott moved, seconded by Cl'm Halstead to tentatively adopt the 2016 Proposed Tax Ordinance and authorize the advertisement for review and final adoption. Motion carried unanimously.

MAYOR'S REPORT – Mayor Hetrick recommended approval of renewal for a parking permit for James Prescott of Mulberry Street. All the paperwork is in order. Cl'm Frownfelter moved, seconded by Cl'm Beatty to approve the renewal of the parking permit for James Prescott of Mulberry Street. Motion carried unanimously.

BOROUGH OFFICE HEATING - Cl'm McNaughton reported he is waiting for an individual to get back to him about the borough office heat.

STREETS – Supervisor Cody Harris asked for authorization to purchase boots at Tractor Supply for Ron and himself. Total cost for both would be \$219.98. Cl'm Frownfelter moved, seconded by Cl'm Halstead to authorize the purchase of boots from Tractor Supply at a cost of \$219.98 for Cody and Ron. Motion carried unanimously.

- Supervisor Harris reported the snowflakes are up. We are missing one at the Hard Hat. They need to fix the GFI in front of Espresso Café Restaurant.
- President Robinson reported Patch Management will be here on Monday, December 8, 2015 to start the pot hole project. They will be here for 10 days. President Robinson asked if Cl'm McNaughton and Cl'm Beatty to help make a list of priorities of alleys to be done and decide where to go if there is anything left over. Possibly invite surrounding municipalities to see what they do.

SPECIAL MEETING AD – Cl'm Halstead moved, seconded by Cl'm Roush to authorize the ad for the Special Meeting on Wednesday, December 23, 2015 at 11:30 A.M. for adoption of the 2016 General Fund and Liquid Fuels Budgets; the adoption of the Tax Ordinance for 2016 and any other business to come before Borough Council. Motion carried unanimously.

WATER – Cl'm Frownfelter reported the Water Authority will be holding their December meeting on Wednesday, December 3, 2015 at 7:00 P.M.

COMMUNICATION - Borough Council needs to let the Secretary know if they plan on attending the Boot Camp for Borough Officials by the next meeting. The cost is \$125.00.

- Perry County Association of Township Officials will hold their Annual County Convention on Saturday, February 27, 2016 at Greenwood Elementary School on Sunbury Street in Millerstown. Registration is \$15.00 per person. Includes a continental breakfast and a turkey luncheon. Please RSVP by January 18, 2016.
- FYI, Baker Tilly completed merger with SF & Company.
- Comcast submitted another price change list. List was from Joe Rocco.

There being no further business to come before Borough Council, Cl'm Frownfelter moved, seconded by Cl'm Roush to adjourn the meeting at 8:13 P.M. Motion carried unanimously.

Respectfully Submitted,
Patricia Bowers
Secretary

