

Newport Borough Council
May 3, 2016 – Regular Meeting Minutes
Newport, Pennsylvania

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

OTHERS PRESENT - Mayor Mary Hetrick and Secretary/Treasurer Patricia Bowers.

GUESTS – Frank Campbell, Luke Roman and Mark Shull.

President Robinson called for a moment of silence for former Council Member Barbara Hart who passed away on April 27, 2016.

NEWPORT VETERANS MEMORIAL PARK PROJECT – Frank Campbell was in contact with Alex Rocca from Norfolk Southern and he can meet with the Borough on May 11th or 12th before 2:00 P.M. during the day. President Robinson commented that if anyone has any issues with the railroad to let them know prior to their meeting. He won't be happy if anyone comes to him after. Would like to meet prior to talking with Norfolk Southern. He wants put all the issues on the table. Maybe get some things taken care of. Frank commented they will focus on access to their property and Front Street. Will try to meet at 11:00 A.M. on Thursday the 12th of May. Frank will coordinate the meeting.

ECKERD WORK FORCE SERVICES - Frank Campbell reported Eckerd Workforce Services has partnered with the Perry County Literacy Council to have a summer work program funded by the State. (14) to (16) year olds can work (20) hours; they are not able to run power tools. (17) and (18) year olds can run power tools and supervise and can work (30) hours a week. The plan would be to have adult supervision throughout the program. The youths are compensated by EWS. EWS carried all applicable insurance coverage's and will provide the Borough a hold harmless letter. Among other things they would be able to clean the restrooms at the NVMP and the program would provide supplies if needed. They would be working at the park and around town with Operation ReNewport. Frank requested that Council have a representative(s) to help formulate a work schedule and jobs that they can do. Frank Campbell will check to see if any background checks need to be done. Cl'm Halstead moved, seconded by Cl'm Beatty to accept the proposal from Eckerd Workforce Service and Perry County Literacy Council for the summer work program. Motion carried unanimously. Amy Reed will take care of any issues or problems that would come up. They take care of any accidents that might happen. They will sporadically check the work projects. Workers will be here Monday through Friday. Cl'm Halstead volunteered to be coordinator. They will get together and have a meeting.

NEWPORT VETERANS MEMORIAL PARK PROJECT - Cl'm Halstead moved, seconded by Cl'm Beatty to approve the invoice from WSL Inc for payment # 5 in the amount of \$48,038.32 for construction services for the Newport Veterans Memorial Park Project. Motion carried unanimously. Frank Campbell reported everything is satisfactory with the work completed so far. No issues. They are thinking they will be finished by May 17, 2016 so they can get an occupancy permit issued. President Robinson reported he is expecting to have a new playground agreement done for this year prior to occupancy. Frank commented he doesn't see a problem with them sitting down and signing an agreement. President Robinson commented we want them to know what we anticipate and what we expect.

DAVID ENGLISH BRIDGE MARKER – Frank Campbell reported he talked with Oliver Township about the historical marker for the South 2nd Street Bridge; they will be meeting next week. He asked if the Borough would consider paying for half of the marker for the bridge which would be \$450.00 for the Borough's share. Cl'm Frownfelter moved, seconded by Cl'm Roush to split the cost of the historical marker for the 2nd Street bridge with Oliver Township which names the bridge the David English Bridge. The cost to the Borough will be \$450.00. Motion carried unanimously.

APPROVAL OF MINUTES - Cl'm Halstead moved, seconded by Cl'm Roush to approve the April 5, 2016 Regular Meeting and April 19, 2016 Mid Month Meeting Minutes as drafted. Motion carried unanimously.

FINANCIAL REPORT – Newport General Fund Account balance May 1, 2016 was \$200,954.71. April interest of \$15.75. Outstanding bills presented for payment of \$7,233.68. Estimated income for the balance of May of \$13,612.51. Estimated expenses for the balance of May of \$25,585.74 will leave an estimated balance May 31, 2016 of \$181,763.55. Cl'm Roush moved, seconded by Cl'm Halstead to accept the Financial Report as presented. Motion carried unanimously.

APPROVAL OF BILLS TO DATE – Cl'm Frownfelter moved seconded by Cl'm McNaughton to pay the outstanding bills in the amount of \$7,233.68 from the General Fund Account. Truck Payment will be paid when we receive the invoice from Juniata Valley Bank from the Liquid Fuels Account. Motion carried unanimously.

5TH STREET PROJECT - President Robinson reported Barton and Loquidice are coming to do the survey. Don't think we will get the paving done this year. It doesn't make any sense to not do everything. We might be able to do curbs this year. The street is in deplorable condition. We will be under stress to do Walnut Street. He suggested pursuing Walnut Street as a joint project. Everything needs done. Try to locate money for that. This may be a project we can do with USDA or Penn Vest. Cl'm Halstead commented we have to have plans before we apply for money. Cl'm McNaughton commented we should be able to get info from survey on Walnut Street done by the Municipal Authority. President Robinson commented he knows we need plans but we need a concession of what we are going to do; we are talking about Walnut Street now. Cl'm Frownfelter commented these are all separate projects. We need consensus between the entities. Get everyone to the table from each entity. Cl'm McNaughton commented we need to meet with Sewer and decide once and for all who the engineer is going to be. Cl'm Halstead said make a phone call to Larson to see what is done there. Cl'm Frownfelter commented we should work together; all (3) entities. Cl'm Beatty commented the Municipal Authority is going to have 5th Street smoke tested to what is going into sewer. President Robinson commented the Borough needs to get with Larson to make sure we get rid of the inflow problem. Cl'm Frownfelter stated we need to focus on 5th Street first and Cl'm Halstead commented and in the meantime find money for Walnut Street. We stand a better chance of getting money if we submit for all (3), sani, storm and water.

STREET SWEEPER – President Robinson reported a mechanical street sweeper will do the job the Borough needs done more efficiently. The question is how do we finance a street sweeper. In 2018 the trucks will be paid off. Cl'm Halstead commented USDA has program where there is 35% grant money and the rest loan. Maybe have Mr. Clark look into that for grants. Cl'm Frownfelter commented it is easier to get more if more than one municipality is using. President Robinson commented DEP is taking the position like with Newport, there will be more municipalities looking for this to be done. DEP is requiring it. It cost \$50,000 to get a decent one. In (3) year's time probably could trade. He would like to know if the Borough wants to pursue this or not. Cl'm McNaughton commented look for funding. He doesn't agree with selling one of the new trucks as presented before. Pursue funding. By 2018; if we don't have a street sweeper by then; then we pursue it. If we get 35% grant, then we should be able to purchase. Also it would be beneficial if we could buy it locally so we would have someone to work on it if need be. President Robinson commented probably won't find a good used one in state. This machinery is subject to use and abuse and usually only gives you a 30 to 90 day warranty. Make sure we buy one with records kept and buy from a reputable dealer.

PLAYGROUND AGREEMENT – Cl'm Halstead distributed the draft playground agreement. She is hoping that Council can approve before building gets done. Cl'm Frownfelter felt that it was a good agreement. President Robinson commented he wants to make sure we express our concerns with the organization. They will have responsibility also. Cl'm Halstead commented the restrooms need to be opened and closed; cleaned daily also. There is no heat in the winter. Restrooms are winterized. Usually the water is not turned on in the spring until the last frost. Frank Campbell commented the building is insulated. Cl'm Frownfelter commented the Borough should take the responsibility. The restrooms should be patrolled and kept cleaned. We put a lot of money into the park. Frank asked if the Borough could authorize a couple more cameras. Cl'm Frownfelter asked that he come up with a plan for consideration. President Robinson asked that the agreement be rearranged so everything is organized. Make the changes and get to everyone so we can approve. Frank Campbell commented 2 or 3 weeks ago there were (94) cars parked at the park. The parking lots were full. It would alleviate a parking issue if they can have access to the Norfolk Southern area. No action taken.

ANNUAL PSAB CONFERENCE - The PSAB Conference this year is June 5th through June 8th, 2016 at Hershey. Monday and Tuesday is the most important days. Council Members John, McNaughton, Penny Frownfelter, Gerald Robinson, Richard Delancey and Douglas Beatty would like to attend. Cl'm Frownfelter moved, seconded by Cl'm Delancey to approve the attendance of the Borough Council Members to attend the Annual PSAB Conference in Hershey. Motion carried unanimously. Secretary Bowers will get everyone registered to attend.

COMMUNITY SERVICE AWARD – Mayor Hetrick reported she will be attending the Awards Ceremony at the High school on May 31, 2016 and will present the Community Service Award. We have not received any applications yet.

CODE ENFORCEMENT OFFICER - Cl'm Frownfelter reported we received (5) applications. They eliminated (2) and (2) withdrew their application. They interviewed (1); John Shiffer. Mr. Shiffer is looking for part time, has the right personality. Cl'm McNaughton commented he is only able to work in the mornings right now but would work some weekend hours if needed. He is a good fit. The committee recommended hiring John Shiffer for 20 hours a week at \$15.00 an hour to start. Cl'm Frownfelter moved, seconded by Cl'm McNaughton to hire John Shiffer as the part-time Code/Zoning Officer working (20) hours a week at a rate of \$15.00 an hour to start. Motion carried unanimously.

STREET REPORT – President Robinson reported we need a load of EZ Street to getting working on the potholes. Get Dale Stydinger to haul for us. Maybe get 15 to 20 ton. Maybe purchase a couple of tarps to keep from getting rain washed. Cl'm McNaughton moved, seconded by Cl'm Roush to purchase 20 ton of EZ Street from Hempt Brothers at \$130.00 a ton. Motion carried unanimously.

- The street crew has been sweeping, cleaning out inlets and working on the runs to fulfill the DEP requirements. Cody has been updating his logs and working with Pat Bowen of DEP. Cody reported everything they sweep up has accumulated over the past couple of years. It has to be tested for chemicals before we can dispose of it. Until then it will continue to pile up at the maintenance shed. They have (3) streets to go for inlet cleanout.
- The street crew has been mowing and replacing signs that have been destroyed along with patching when weather permits. He asks that the residents be aware of the “No Parking” signs when they are sweeping. They’ve had a problem with hypodermic needles at the playground and on Front Street; also in our inlets. Hopefully with recent police activity this will subside. Cl'm McNaughton reported 4th Street has been cleaned up because it promotes the town. We will try to keep that swept along with Market Street.

MAYOR'S REPORT – Mayor Hetrick reported she was out walking on Front Street and up Market Street and noticed there will be a sheriff sale on July 22, 2016 at 112-114 Market Street. She noticed there was someone coming up out of the basement with another person. She talked with them and pointed out some things to them about the building. They said the basement is damp.

COMMUNICATIONS – Letter from Dissinger and Dissinger in reference to Newport Millworks Project. Mr. Dissinger received a request from Ekker, Kuster, McCall & Epstein LLP (attorney for the Newport Millworks Project) for a zoning interpretation of which he provided.

- Letter from Larson Design Group in reference to upcoming construction activities.
- Letter from Paytime Payroll informing the Borough that there will be a 5% percent increase in their fees effective the first payroll in May 2016.
- Received from the Newport Public Library the 2016 Report to the Community.

BOROUGH BUILDING AND PARKING LOT CLEANING – President Robinson reported the exterior of the Borough building needs to be cleaned and the parking lot needs to be resealed. The Borough has a new hydrosprayer to clean the building. The building should be sanded and painted. This could be a project for the work program this summer. Cl'm Halstead commented we should get a quote on paving or stoning the rest of the parking lot. It would really make it much better. President Robinson will get a quote to do the rest of the parking lot in the back for the next meeting.

The next meeting is May 17, 2016 at 7:00 P.M.

There being no further business to come before Borough Council, Cl'm Frownfelter moved, seconded by Cl'm Roush to adjourn the meeting at 8:48 P.M. Motion carried unanimously.

Respectfully Submitted,
Patricia Bowers, Secretary