

Newport Borough Council
February 7, 2017 – Regular Meeting
Newport, Pennsylvania

President of Council 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 - David and Sharon Delancey, Kyle Stopp, Amanda Loveland, Joe Radle, Frank Campbell, Luke Roman, Adam Still Steve Clouser, Jacob Zentichko and Jason Burns.

PUBLIC COMMENT – Adam Still (President of Newport Ambulance) reported they were dispatched 1,291 times in 2016. 237 of those calls were in the Borough of Newport. They will be getting a new ambulance at the end of the month which will be a different color.

Sharon Delancey commented her and her husband were having issues with the water at the burned out house on Third Street. President Robinson, Cl'm Frownfelter and Cl'm McNaughton are all on the Water Authority. Mrs. Delancey asked where their line is responsible to. Is it the curb; the main? Cl'm Frownfelter answered the Water Authority Bylaws state the homeowner is responsible to the main. President Robinson commented the water is shut off at the valve at the wall which has the potential to freeze then you have a big mess of which the homeowner will have to pay for. If the line is going to be abandoned then it needs to be done to the main. Mrs. Delancey commented they are tearing the house down and then selling the property. Someone may build there. Cl'm Frownfelter commented also the curb stop needs to be fixed which is in the sidewalk; and if it can't be fixed then you would have to go to the main. President Robinson commented the curb stop was damaged when the tree roots lifted the box. Can't be turned off unless they can get to it. Needs to be dug around so they can shut off. It can be shut off at the curb stop if you can get to it. Mr. Delancey will try to get the curb stop dug so the Water Authority can turn the water off there.

Steve Clouser(NYB) and Jason Burns (NGS) attended the meeting in case the Board had any questions on the drawing they submitted of the concession stand for review by the Board. Cl'm Halstead reviewed the drawing and commented both leagues will do portable shelving. They will not be attaching anything to the building. As they expand they will bring things to the Borough Council for approval. They asked for permission to go ahead with working on getting set up. They want (3) keys so they each have a separate key. Each side will have a bathroom key. President Robinson commented do not duplicate these keys. Cl'm McNaughton commented he will give the keys out and have them sign for them. The policies for the concession will be reviewed by Council before giving to the ball teams. The fee of \$100.00 has been waived also.

Frank Campbell reported the Planning Commission will have a meeting with all the stakeholders to work on the Comp Plan. The Playground Meeting scheduled for the 16th was cancelled and will be held on February 20th, 2017.

APPROVAL OF MINUTES – Cl'm Halstead moved, seconded by Cl'm Roush to approve the January 3, 2017 Regular Meeting Minutes as drafted. Motion carried unanimously.

FINANCIAL REPORT – Newport General Fund Account balance February 1, 2017 was \$72,367.38. Payroll # 3 on 2/8/17 of \$9,187.59. Deposits of \$5,246.74. Outstanding bills presented for payment of \$19,679.10. Estimated income for the balance of February of \$13,281.00. Estimated expenses for the balance of February of \$20,026.52 will leave an estimated balance February 28, 2017 of \$42,001.91. Liquid Fuels balance February 1, 2017 was \$68,868.21. Outstanding bills presented for payment in the amount of \$6,255.65 will leave a balance of \$62,612.56. Cl'm Halstead moved, seconded by Cl'm Frownfelter to accept the Financial Report as presented. Motion carried unanimously.

APPROVAL OF BILLS – Cl'm Frownfelter moved, seconded by Cl'm McNaughton to pay the outstanding bills in the amount of \$19,679.10 from the General Fund Account and pay the outstanding bills in the amount of \$6,255.65 from the Liquid Fuels Account. Motion carried unanimously. Payments included in the General Fund bills are \$250.00 to the Perry County Animal Rescue as a donation and \$1,000.00 to the Newport Public Library as a donation.

PP & L CONTRACT FOR APPROVAL TO CHANGE TO LED LIGHTING – Every Council Member received a copy of the PP & L contract agreement to change the street lights to LED. The street lights would remain the property of PP & L. Cl'm Halstead was concerned that the contract would make the contract with APPI change. We would not receive the APPI rate. Also the contract does not state how many years the contract is good for. Cl'm Halstead moved, seconded by Cl'm Frownfelter to approve the Resolution # 01-17 for the agreement with P P & L to change the street lights owned by P P & L to LED lighting contingent upon the determination of period of years and as long as we can shop the market for rates. Motion carried unanimously.

LETTERS OF INTEREST FOR NEWPORT WATER AND NEWPORT MUNICIPAL AUTHORITY BOARDS – Borough Council received a Letter of Interest from Trevor Kaufman to serve as a board member on the Newport Borough Water Authority. Cl'm Frownfelter nominated Trevor Kaufman to serve as a board member on the Newport Borough Water Authority, seconded by Cl'm McNaughton. Cl'm Frownfelter moved to close the nominations, seconded by Cl'm McNaughton. Motion carried unanimously to appoint Trevor Kaufman to the Newport Borough Water Authority Board for a term of 5 years. His term will expire on January 1, 2022. Borough Council received Letters of Interest from Jacob Zentichko and Thomas Fitzpatrick to serve as a board member on the Newport Borough Municipal Authority. Cl'm Beatty moved to nominate Jacob Zentichko to serve as a board member on the Newport Borough Municipal Authority to fill the vacancy left by Craig Martel, seconded by Cl'm Delancey. Cl'm Beatty moved to close the nominations, seconded by Cl'm Frownfelter. Motion carried unanimously to appoint Jacob Zentichko as a board member on the Newport Borough Municipal Authority to fill the vacancy left by Craig Martel. His term will expire January 1, 2018.

TICKETING ORDINANCE & REVIEW OF TICKET FOR PRINTING – Cl'm Halstead moved, seconded by Cl'm McNaughton to advertise the proposed Ticketing Ordinance #368 that will provide for the issuance of tickets for those offenses as defined by Resolution rather than Citations as the initial form of due process thereby promoting the best interest of the residents of the Borough of Newport by permitting the resolution of an alleged violation in an expeditious fashion without resorting to the courts to resolve the matter. The proposed Ordinance #368 will be considered for adoption at the next regular meeting scheduled for March 7, 2017 at 7:00 P.M. Motion carried unanimously. Cl'm Halstead moved, seconded by Cl'm Delancey to approve the ticket for use with the Ticketing Ordinance and order 1,000 tickets at a cost of \$138.00. Motion carried unanimously.

NVMPP ACCOUNT CLOSEOUT – MONEY DISTRIBUTION TO NRPS – Cl'm Halstead moved, seconded by Cl'm Beatty to authorize the closing of the Newport Veteran's Memorial Park Project Account and issue a check to NRPS in the amount of \$556.64. This account is being closed because the project is completed and it was recommended by the auditor to close the account. Motion carried unanimously.

SCHOOL PARKING SITUATION – President Robinson commented the school parking situation is an ongoing controversy between residents and the school employees and students. The school is not planning on doing anything more. We are going to have to do something. The street parking is public parking. School provides parking for the employees and the students and they refuse to park there. There is no parking on the 5th Street side of the school due to the egress for the Auditorium. We need to know what the metric is for egress. School architect could provide info. We may look into parking permits which could open up a can of worms. We have to come up with something and enforce it. Joe Radle commented he has lived here for (3) years and says there is no parking for residents who live along N 5th Street. The school parking lots are empty. They leave garbage on the street that residents have to pick up. There are (10) homes on N 5th Street including a house on the intersection of 5th and Gantt and a house/hair salon on the intersection of 5th and Caroline Street. There is 24 parking spots along 5th Street that would allow (4) extra spaces for permits if residents were given (2) spots. He proposed to make entire street residential only (spots assigned to residents), make house side residential only, open up school side to 30 minute pick up parking only and make entire street permit parking with residents given (2) spots, allowing the rest to be purchased parking quarterly, annually. The residents that live along 5th Street are expected to upkeep and maintain sidewalks, curbs, and the parking spaces. The residents should not be forced to park in half empty school parking lots that are paid for by our tax dollars and made to walk a block to our houses while the students, teachers, and parents park in the spots that we maintain and pay for. President Robinson commented that the residents do not own the parking spaces. If we go to permit parking it will be wanted all over

town. Hope fully we can come up with a reasonable solution. This will not be resolved tonight. He would like to have resolved by summer. We might have issues on 6th Street also. President Robinson asked that Borough Council Members go up and take a look around the area until the next meeting and come up with some ideas. We will continue to work on.

FLOOD RESILIENCY SURVEY AND HEARING INFO – SEDA COG will be sending out surveys in regards to the Flood Resiliency endeavor in the Borough of Newport. The survey will go out to residents in the 100 year flood plain. Surveys should be returned by February 24, 2017. Also SEDA COG will be holding a public meeting on Thursday March 9, 2017 at 2:00 P.M. at the Newport Fire Department, located at 301 Mulberry Street to address mitigation ideas and to develop a better understanding of the citizen needs and to discuss preliminary survey results.

PETITION THE COURT TO REDUCE COUNCIL MEMBERS FROM (7) TO (5) – President Robinson asked Borough Council to consider petitioning the court to reduce the Borough Council Board from (7) to (5). There would be less controversy, we only have 1500 residents, it would lower the costs of operations, the duplication of materials, subscriptions, less people to bond, less stipends to pay etc. We would have to have 5% of the electors, sign a petition. We would have to have the solicitor to present to the Perry County Court. It would take (2) years to reduce. We would have (6) members for (2) years and then 5 members after that. We don't wards anymore; we have a single voting district. Circulate the petition to see if the electors want it. Frank Campbell commented the way the current council is; there is (3) people on Water and at a NBWA Meeting you will have a quorum. President Robinson understood what Frank was saying but it is not a Borough meeting. Cl'm Frownfelter commented she ran for office because nobody wants to run. She needed to get involved. She will not be running this year for office. Cl'm Halstead commented she likes having (7). You have a variety of input. If you can get (7) people to agree on one thing that is a good thing. President Robinson commented we have committees that are not working. Cl'm McNaughton commented he thinks (5) people is enough to run the town. President Robinson asked for a motion. Cl'm Frownfelter asked how many people is 5% of the electors. It is approximately 30 to 40 electors. Not sure how many lectors there are. Cl'm Frownfelter commented she is not in favor of moving forward if it is only 5% of the electors. Cl'm McNaughton moved, seconded by Cl'm Delancey to move forward and do a petition to see if the electors want to go from a (7) member board to a (5) member board and if the people don't want it then it is a dead issue. Motion passed with a Roll Call vote of (5) yes votes from Council Members Gerald Robinson, Richard Delancey, Carl Roush, Douglas Beatty and John McNaughton and (2) no votes from Penny Frownfelter and Tami Halstead.

REQUEST FROM PLANNING FOR APPROVAL OF SHADE TREE MEMBERS - Cl'm Frownfelter moved, seconded by Cl'm Halstead to appoint Cody Harris, Thomas Fitzpatrick and Frank Campbell as Shade Tree Members. Motion carried unanimously.

2017-2018 CO STARS SALT AGREEMENT - Cl'm McNaughton moved, seconded by Cl'm Beatty to authorize the President of Council to sign the 2017-2018 Co Stars Salt Agreement. Motion carried unanimously.

PSAB SPRING CCONFERENCE - MAY 7TH TO MAY 10TH, 2017 – President Robinson asked Borough Council Members to notify the Secretary if you plan to attend the PSAB Spring Conference at the Hershey Lodge from May 7th to May 10th.

HIRING FOR VETERANS MEMORIAL PARK FOR BATHROOM MAINTENANCE – Cl'm McNaughton commented he has someone that would be interested in doing the bathroom maintenance. Personnel Committee will interview. Rate of pay is \$9.96 an hour. Cl'm Halstead will do the job description. Tabled till next meeting for info.

POLICIES FOR VETERANS MEMORIAL PARK FOR THE CONCESSION STAND, STORAGE AREAS AND THE BATHROOMS – Policy has been distributed to Council. The policies will be posted in the kitchen area. Concession won't be open until mid March. Have comments in by March 1, 2017 for next meeting. Cl'm Beatty asked who is paying for the electric at the concession. Cl'm Halstead commented the Committee will be having a meeting with the base ball leagues March 1, 2017 and this will be discussed with them. President Robinson commented this something we need to watch closely.

ENCOURAGE COUNTY COMMISSIONERS TO ADOPT ACT 152 OF 2016 CREATING FUNDS TO DEMOLISH BLIGHTED PROPERTIES AND ACT 89 FOR LOCAL ROADS AND BRIDGES - President Robinson commented this would be a slow growing fund that will be set aside for blight areas and would be under the County Commissioners control. It would take a considerable amount of time to collect.

GRANT THROUGH DCNR FOR NVMP- Cl'm Halstead reported DCNR has a Community Conservation Partnership Program Grant (C2P2) for development, land acquisition, trails and planning due by April 12TH. The grant is for \$25,000. Some of the things talked about at the Committee meeting were plans for additional trails and possibly putting an amphitheater where the White Property was. Cl'm Frownfelter moved, seconded by Cl'm McNaughton to approve the submittal of the DCNR Community Conservation Partnership Program Grant in the amount of \$25,000 for the Development, Land Acquisition, Trails and Planning for Newport Veterans Memorial Park. Motion carried unanimously. Reminder to include in planning the repairs to the existing restrooms by the playground equipment and pavilions.

GRANT APPLICATION FOR CIGARETTE LITTER PROGRAM (CLPP) THROUGH KEEP AMERICA BEAUTIFUL DUE BY FEBRUARY 15th, 2017 - Cl'm Halstead asked for approval to submit for a Grant through Keep America Beautiful for the Cigarette Litter Program (CLPP). They would target areas where people throw away their cigarette butts with displaying signage and providing containers for the proper disposal of cigarette butts. Cl'm Frownfelter moved, seconded by Cl'm Halstead to approve the submittal for a Keep America Beautiful Grant for the Cigarette Litter Program. Motion carried with President Robinson and Cl'm McNaughton opposed.

PA ONE CALL PROCLAMATION – Cl'm Frownfelter moved, seconded by Cl'm Halstead to adopt a Proclamation to designate the month of April 2017 as “Pennsylvania 811 Safe Digging Month. Motion carried unanimously. Pennsylvania One Call System is celebrating its 45th year of continuous service to the Commonwealth of PA; a key to preventing injuries and damage when excavating.

RATIFY \$5.00 ADDITIONAL CHARGE FROM COMCAST FOR PLAYGROUND CAMERA COVERAGE – Cl'm Halstead commented we finally got hooked with Comcast to get the work done at the playground to hookup the cameras. It will cost an additional \$5.00 monthly on the invoice for the Borough Garage. We just need to ratify the \$5.00 additional cost. Cl'm Halstead moved, seconded by Cl'm McNaughton to ratify the \$5.00 additional cost being added to the Comcast invoice for the Borough Garage for the hookup in the park for the cameras. Motion carried unanimously.

CAPITAL TAX BUREAU REPRESENTATIVES – Cl'm Halstead moved, seconded by Cl'm Frownfelter to designate Cl'm Frownfelter as the Borough's Representative for the Capital Tax Bureau and Cl'm McNaughton as the Borough's Alternate Representative for the Capital Tax Bureau. Motion carried unanimously.

MAYOR'S REPORT – Mayor Hetrick reported the National School Choice Week was January 22nd through January 28th, 2017. She presented a proclamation to the Elementary School on the 23rd and the High School on the 24th.

- Mayor Hetrick recommended the approval for the annual renewal of parking permits for James Prescott, Nympha Miller and Arlene Linn. All their paperwork was in order. Cl'm Frownfelter moved, seconded by Cl'm Beatty to approve the annual parking permits renewal for James Prescott, Nympha Miller and Arlene Linn. Motion carried unanimously.
- Mayor Hetrick reported she received a new application for a parking permit from Janet Sheaffer of 435 Walnut Street. She reviewed her paperwork and recommended approval of the parking permit. Cl'm Frownfelter moved, seconded by Cl'm McNaughton to approve the parking permit for Janet Sheaffer of 435 Walnut Street. Motion carried unanimously.

STREETS – Cl'm Halstead moved, seconded by Cl'm Beatty to purchase brushes for the street sweeper at a cost of \$532.00 from Smith's Farm Equipment. Motion carried unanimously.

WATER – Cl'm Frownfelter reported the Newport Water Authority received their proposal to refinance their debt. Loan would be for 2.82% fixed for 7 years and then 5%. Loan is for 25 years. They will add \$150,000.00 of new debt. There

will be a meeting on February 21, 2017 at 6:30 P.M. here at the Municipal Building to approve a Resolution followed by the Newport Borough Council Mid Month Meeting at 7:00 P.M.

BOROUGH COUNCIL RECEIVED A COPY OF THE FOLLOWING COMMUNICATIONS:

- Memo from Cl'm Halstead regarding conference call on January 24, 2017 about Walk Works.
- Received a layout plan from NYBA League for the kitchen at the concession stand.
- Letter from NYBA for 2017 season donation drive.
- 2017 Annual Conference & Exhibition Info.
- Info received from PMRS on changes they have made regarding the non-uniformed pension.
- Email from Kristen Ritchey, Comcast in regards to channel changes.
- 2016 year-end report of incidents from 9-1-1 Center.
- Proclamation for Pennsylvania 811 Safe Digging Month.
- David English info from Frank for information purposes.
- Copy of Bylaws for Newport Borough Planning Commission
- Copy of December 12, 2016 Newport Borough Planning Commission Minutes.
- Request from Newport Borough Planning Commission for appointment of Shade Tree commission Members.

There being no further business to come before Borough Council, Cl'm Delancey moved, seconded by Cl'm Roush to adjourn the meeting at 9:00 P.M. Motion carried unanimously.

Respectfully Submitted,
Patricia Bowers
Secretary