

**NEWPORT BOROUGH COUNCIL
REGULAR MEETING MINUTES
May 4, 2021**

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

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

HEARING FOR SIGN ORDINANCE: President Tami Halstead called the hearing to order at 7:05 P.M. with Borough Council Members Barb Leach, Penny Frownfelter, Mary Bucher, Billie Dudley, Greg Shope, and Jacob Zentichko present.

OTHERS PRESENT: Eugene Alex, Patricia Sharar from the Zoning Hearing Board, and Secretary Tina Burkholder.

PUBLIC GUESTS: Chris Fickes, Gwyn Smith, Kayla Smith, and Luke Roman.

This meeting was advertised twice per the requirements of the Municipal Planning Code in the April 21, 2021 and April 28, 2021 editions of the News Sun.

President Halstead stated at this time we will conduct a public hearing for public comments for consideration of Borough Council regarding the proposed amendments to Ordinance #348, Chapter 250 Zoning, 250-106 (D) adopted January 8, 2013. The amendment will remove the wording from the Subtitle 256-106 Signs prohibited in all Districts, which will strike the subsection (D) "Any sign placed on or over a public sidewalk." And existing subsections (E-M) will need to be lettered if amended.

President Halstead asked if anyone present would like to comment or provide information to Borough Council concerning this Sign Ordinance Amendment.

Comments were received for the Newport Borough Planning Commission and the Perry County Planning Commission which recommended adoption of the amendment and to letter subsections (E-M). The letters will be attached to these minutes for reference of receipt.

There were no comments received from the public guests present. Cl'm Leach commented that she had concerns regarding the amendment allowing people to place signs on the sidewalks which could become a hazzard.

Cl'm Frownfelter motioned to adopt the amendment to Ordinance #348, Chapter 250 Zoning, 250-106 Signs prohibited in all Districts, which will strike the subsection (D) "Any sign placed on or over a public sidewalk. Cl'm Bucher seconded the motion. A roll call vote was taken with 6 to 1 in favor of the motion with Cl'm Leach descending. Motion carried.

The adopted amendment to the ordinance must be forwarded to the Perry County Planning Commission and the Perry County Clerk of Courts within 30 days.

Cl'm Frownfelter moved seconded by Cl'm Shope to adjourn the meeting for the hearing at 7:18 P.M.

PUBLIC COMMENT: Gwyn Smith made comment that there is a metal piece sticking out at the curb at 20 S.4th street. Code Enforcement Officer Harry Nazzaro stated he was aware and asked resident to remove debris. If it is still there when he checks tomorrow, he will remove it himself.

APPROVAL OF THE MINUTES:

April 6, 2021 Regular Meeting Minutes – Cl'm Leach moved, seconded by Cl'm Dudley to approve the April 6, 2021 Meeting Minutes as drafted. Cl'm Frownfelter mentioned that she would like to see more detail in the minutes.

APPROVAL OF THE FINANCIAL REPORT FOR MAY: Newport Borough General Fund Account Balance May 1, 2021 was \$268,136.59. Outstanding invoices presented for payment in the amount of \$2,826.61. Estimated income for the balance of May \$30,151.78. Estimated expenses for the balance of May \$30,151.78 will leave an estimated balance of \$249,327.26. The Liquid Fuels Account balance as of May 1, 2021 is \$66,074.37. Outstanding invoices in the amount of \$3,001.65. Cl'm Frownfelter moved, seconded by Cl'm Shope, to approve the financial report. Motion carried unanimously.

Cl'm Leach asked what standing the Borough is in at this time. President Halstead replied that she had just gone over the finances with Patricia Bowers and Tina Burkholder earlier in the week and at this time the Borough is in very good standing. She feels that they may want to consider doing a paving project in the very near future, possible 5th Street in front of the D.J. Office or another location. That is if the Water Authority is planning on making repairs soon. They could possible use PIB money. Cl'm Frownfelter said that 5th Street is not on the Water Authorities radar at this time. They are doing other projects where there are more customers and not a dead-end street.

APPROVAL OF THE MAY BILLS TO DATE: Cl'm Frownfelter moved, seconded by Cl'm Leach to pay the outstanding invoices presented for payment in the amount of \$2,826.61 from the General Fund Account, and pay the outstanding invoices presented for payment in the amount of \$3,001.65 from the Liquid Fuels Account. Motion carried unanimously.

NEW BUSINESS

Discussion on water leak at Caroline Street near 6th Street: President Halstead stated that she contacted Kirby Kitner with no response, but after checking the area a few times it seems to be stable, that she has not seen any water leaking. President Halstead will continue to reach out to Kirby Kitner for some direction in the matter. Cl'm Frownfelter asked that this issue not be called a "leak" as it would suggest a broken pipe, to her knowledge it is not.

Discussion on APPI pricing for 2022: President Halstead stated that she feels comfortable with APPI electric rates for the Borough, APPI is a PSAB approved company. Cl'm Frownfelter feels that we need to move on this rate as quickly as possible since The Newport Borough Water Authority, The Newport Borough Municipal Authority, and Newport Borough must all agree to get the rate. Cl'm Frownfelter moved, seconded by Cl'm Shope to go with APPI's proposed rate of 0.05392 Dth for 42 months. Motion carried. Attached proposal.

Approval of Community Service Award for \$250.00 and selection of recipient: Council was given copies of all applications with names and addresses removed and a number added in place to review and vote. After Council reviewed all applications, a vote was taken with Applicant #4 being the winner of the Mayors Community Service Award.

Committee Meeting Dates and approval to advertise: President Halstead asked all committee chairmen for dates and times of meetings. Cl'm Bucher moved, seconded by Cl'm Leach to accept the Committee Meeting dates and times and to advertise. See attachment. Motion carried unanimously.

Discussion on Veterans Memorial Park restrooms being open: President Halstead stated that school is still in session, that she would like to keep the restrooms closed to the public for the rest of May, or at least until our new Park Maintenance employee is fully trained. Covid restrictions are set to be lifted by the end of May as well. Cl'm Shope moved, seconded by Cl'm Dudley to keep the restrooms closed to the public until the end of May. Motion carried.

Executive Session for Personnel Matter: Council went into executive session at 9:28 P.M., Council came out of executive session at 9:37 P.M. Cl'm Bucher moved seconded by Cl'm Leach to hire Ryan Montgomery for the part-time maintenance position at Veteran's Memorial Park, 5 days a week for \$10.00 per hour. Motion carried unanimously.

Update on HATS project: President Halstead stated that she participated in two zoom meetings for the sidewalk project on April 9th and April 14th. Gene Chabak, of Larson Design Group is the project manager. Our engineer, Phil Brath has been requested to participate in the project. His costs will be reimbursed with the CDBG Grant. President Halstead contacted Phil Brath to inform that Gene Chabak would be contacting him. Penn Dot is conducting an environmental study of the project area which could take three to six months to complete. The Borough will be given permission forms, and each property owner will need to sign the form. Giving the Borough permission to be on their property and allowing the Borough to do the work at no cost to the property owner. There was discussion that surveys may be needed. Newport Borough Municipal Authority will be replacing existing sewer lines and laterals in

the project areas of Market Street, from 4th Street to 6th Street, and Route 34, from Market Street to the last property prior to the stone bridge at the Borough limit.

HATS, NBMA, Newport Borough and Penn Dot will be doing a coordinated project. The projected date of completion is June 2022 but, that date will most likely not be achievable, the project is anticipated to take longer. Property owners should expect at least six months of reconstruction and inconvenience.

Letter from Adam Britcher on behalf of NBMA regarding stormwater/sanitary sewer connection at the Streets Garage:

President Halstead said that Newport Borough Municipal Authority will be contacting the contractor to get Borough Council a price for the project. If need be, the Municipal Authority will pay to have the project completed and the Borough can pay them back.

Cl'm Frownfelter said that Senate is in the process of passing a Bill that would allow the Borough to try to obtain a Grant. That this would be a great opportunity for the Borough to have a plan ready for comprehensive storm water plan. That the Borough should have something ready to go, we could contact the Engineer and get a price on a Conceptional Storm Water Plan. President Halstead stated that we have a Storm Water System that some of the inlets need worked on. She has acquired the maps of the Storm Water System.

Cl'm Dudley motioned, seconded by Cl'm Bucher to contact the Engineer to get a price on a Conception Storm Water Plan. Motion carried. President Halstead will contact the Engineer.

Discussion on Code Enforcement Compensation for Gas: Cl'm Leach stated that she went through the previous Minutes, she feels that the Code Enforcement Officer should be compensated for the gas he uses, that it is budgeted to do so. President Halstead stated that the Borough has offered the Code Enforcement Officer a truck for his use. Cl'm Leach stated that the Codes Officer does not wish to use the truck. Codes Officer Nazzaro says that he drives a newer vehicle, that he has equipped with a dash cam, and that the truck has stick shift. Cl'm Leach would like to see Codes Officer Nazzaro get at least \$5.00 or \$10.00 weekly for gas. Cl'm Frownfelter suggested that Codes Officer Nazzaro track his mileage for a month before Borough Council makes any kind of decision on compensation. Tabled.

Spring Clean Up: President Halstead asked that Council pick a date for Spring Clean Up she suggested May 22nd, 29th, June 5th or a later date. Cl'm Frownfelter suggested that Gwyn Smith volunteer since she organized Spring Clean Up in the past. Gwyn Smith stated she would be willing to do so, but that she would need to line up dumpsters and have volunteers. Cl'm Frownfelter moved, seconded by Cl'm Bucher to have Spring Clean Up either on May 22, 2021 or June 4, 2021 depending on availability of dumpsters. Motion carried.

OLD BUSINESS:

Discussion on purchasing a new tractor – Cl'm Shope said that the tractor has had some recent repair work done and is working good at this time.

COMMUNICATIONS:

Letter from BIU concerning construction permits.

Letter from Dissinger regarding change in Tax Collector Wages – No change can be made until election year and must be before February.

Email from Newport Library with questions regarding reading in the park – Restrooms will be open for the Library.

Letter from Perry County Literacy Council regarding the condition of the 5th Street

Newport Water Authority Annual Audit – Cl'm Frownfelter stated Audit has not been approved yet by the Water Authority.

Streets Report from Cody Harris.

Code Enforcement Report from Harry Nazzaro – Harry said that he has been looking into the Stop Signs, that some are not dedicated, as it stands, they would need to add about 22 signs. Cl'm Frownfelter asked if there is a way that Borough Council Members could obtain copies of the Code Book. Tina Burkholder will check with Patricia Bowers to find out.

MAYOR'S REPORT: Mayor Mary Hetrick stated that she has nothing to discuss at this time.

COMMENTS AROUND THE TABLE: Cl'm Frownfelter wanted Borough Council to be aware that Trevor Kauffman had resigned from the Water Authority and that she has been named Chairman.

NEXT MEETING DATE: JUNE 1, 2021 Regular Monthly Meeting

ADJOURNMENT: With no other business to come before Borough Council, Cl'm Frownfelter moved, seconded by Cl'm Shope to adjourn the meeting at 9:40 P.M.

Respectfully Submitted,
Tina Burkholder

Tina Burkholder
Secretary