

## **Newport Borough Council Meeting**

**December 3, 2019 Minutes**

### **CALL TO ORDER**

#### **Present:**

The Borough Council Members present were Gerald Robinson, Douglas Beatty, Carl Roush, Tami Halstead, Barbara Leach, Richard Delancey and Mayor Mary Hetrick. Kristen Johns was the Secretary recording the meeting minutes.

#### **Others Present:**

Mary Bucher, Greg Shope, Penny Frownfelter, Luke Roman, Jacob Zentichko, Frank Campbell, and Jeri Evener

### **ANNOUNCEMENT THAT THE MEETING IS BEING RECORDED**

#### **GUESTS:**

#### **PUBLIC COMMENT:**

##### **Frank Campbell**

Frank Campbell wanted to bring attention to the letter from Gwyn Smith to the Borough regarding recommendations for vacancies to the Planning Commission and the May 2019 Planning Commission minutes. Gwyn Smith was unable to attend.

##### **Jeri Evener**

Jeri Evener mentioned that she heard the Code Officer did not like her riding her electric wheelchair on the streets. She wants something done with sidewalk repairs as the sidewalks have caused damages to her chair with potholes and uneven blocks in sidewalks and can't afford repairs. Cl'm Robinson stated that work is still being done on lines within the Borough and would be unable to make changes until the work is completed. He believes that milling would be a good option in the meantime, and it would be something that council could bring attention to contractors.

#### **Approval of November 1, 2019 Minutes:**

Cl'm Halstead moved and Cl'm Roush seconded to approve the November 1, 2019 minutes. Motion carried unanimously.

#### **Approval of the Financial Report:**

The General Fund account balance December 1, 2019 was \$124,147.60. The outstanding bills presented for payment are \$7,203.78. The estimated income for the balance of December is \$25,150.00. The estimated expenses for the balance of December are \$26,477.06 leaving an estimated balance for December 31, 2019 is \$115,689.22. The Liquid Fuels account balance December 1, 2019 was \$59,758.40. Outstanding bills presented for payment is \$3,651.89 for a remaining balance of \$56,106.51. Cl'm Halstead moved and Cl'm Leach seconded to approve the Financial Report. Motion carried. Cl'm Robinson made a recommendation for the new council to consider paying back the PIB loan next year if it is not going to be used.

**Approval of Bills:**

Cl'm Halstead moved, seconded by Cl'm Leach to approve the bills presented for payment. Motion carried unanimously.

**NEW BUSINESS:**

**Approval to advertise for letters of interest for 2020 appointments to the Planning Commission, Newport Borough Water Authority, Newport Borough Municipal Authority, Vacancy Board and Zoning Hearing Board**

Cl'm Halstead moved, seconded by Cl'm Delancey to approve advertising for letters of interest. Motion carried unanimously.

**Phil Brath, engineers report on Dock Street 4th to 2nd Street**

Cl'm Robinson inquired why payment of the H. F. Fahnestock bill was not on the agenda. Cl'm Halstead explained that the engineer was still looking over the bill and there was nothing new to report.

**Final adoption of the 2020 Budget**

Cl'm Halstead made a motion to approve the final adoption of the 2020 Budget seconded by Cl'm Beatty. Motion carried unanimously.

**Approval of Tax Resolution No. 12-19**

Cl'm Halstead made a motion to approve Tax Resolution 12-19 since there were no tax increases within the Borough's 2020 Budget, seconded by Cl'm Delancey. Motion carried.

**Approval to advertise for 2020 meeting dates for Newport Borough Council and Planning Commission (Reorganization meeting Monday, January 6, 2020)**

Cl'm Halstead made note that regularly scheduled meetings will be the 1<sup>st</sup> Tuesday of the month with exception of January's Reorganization Meeting date of Monday, January 6, 2020. Cl'm Halstead made a motion to advertise meeting dates seconded by Cl'm Leach. Motion carried.

**Approval to pay Zoning Hearing Board members \$125 each**

Cl'm Halstead made a motion to approve payment of \$125 to each Zoning Hearing Board member seconded by Cl'm Leach. Motion carried unanimously. Penny Frownfelter asked if they were always paid even if they did not do anything. Cl'm Halstead explained that they have always been paid because they signed up to serve. Penny also inquired if the planning Commission was paid, which Cl'm Halstead stated they are not.

**Discussion on storm drain removal from Shrub Street and Marsh Street from NBMA's letter**

Cl'm Halstead proposed to allow NBMA to do the work and that it would be of no cost to us to get an estimate to open negotiation with them. Cl'm Robinson agreed and added that if they are completing stoem work in that area, that the borough shed should also be looked at for any improvements on storm water coming off the building. Cl'm Beatty made a motion for NBMA to gather information for an estimate and open negotiations with NBMA to complete storm drain work seconded by Cl'm Halstead. Motion carried.

**Appointment to Borough Council to fill John McNaughton's vacancy**

Cl'm Delancy nominated Penny Frownfelter to fill the vacancy. Cl'm Halstead nominated Jacob Zentichko to fill the vacancy, seconded by Cl'm Leach. Cl'm Halstead made a motion to close nominations seconded by Cl'm Leach. Motion carried with Cl'm Delancy opposed.

**Approval of council vacancy Resolution No. 13-19**

Cl'm Halstead made a motion to approve Resolution No. 13-19 for Jacob Zentichko to fill the council vacancy seconded by Cl'm Beatty. Motion carried unanimously.

**Appointment to the Planning Commission for vacancy of Drew Gross and Melanie Shubert**

Cl'm Leach made a motion to nominate Scott Keyser and Doug Beatty to fill the vacancies of Drew Gross and Melanie Shubert on the Planning Commission, seconded by Cl'm Halstead. Motion carried. Doug Beatty will fill Melanie Shubert's seat and Scott Keyser will fill Drew Gross's seat. Frank Campbell asked if a council member was able to serve on the Planning Commission. A council member may serve. The exception is the Zoning Hearing Board, which members shall not hold any other elected or appointed office in the municipality.

**Approval to spend \$250 on the Borough Christmas Party, December 24, at 12:00 noon, at the Water Authority building**

Cl'm Beatty made a motion to approve spending \$250 on the Borough Christmas Party seconded by Cl'm Roush. Motion carried.

**Approval of Street Light Bulbs purchase**

Cl'm Robinson had 2 issues with finding new bulbs. One being the fitting of the lights fitting in the globes; the second being the color of the light. One light was used as a trial by the pet store was the correct size and color. The bulbs selected will be bought from lightbulbs.com at a wholesale price of \$61.20 a bulb which should be about \$1,836.00. The bulbs are also 37 Watt in comparison to the current bulbs that are 175 Watt which will save on electric bills. Cl'm Robinson mentioned that PPL was able to provide a rebate back in June, so that may still be a possibility. A discussion will be needed regarding closing roads to install the lights which can be coordinated between Penn DOT and the Street department. Cl'm Halstead made a motion to approve the purchase of 30 Street Light Bulbs seconded by Cl'm Beatty. Motioned carried.

**Approval to attend Township Supervisors Annual Convention February 29, 2020**

Tabled until January 6, 2020 meeting to give new council members the opportunity to attend.

**Executive Session for Personnel Issue and Legal Matter**

Cl'm Halstead made a motion to go into executive session for a personnel and legal matter at 8:01 PM seconded by Cl'm Roush. Motion carried. Cl'm Halstead moved to come out of executive session at 8:24 PM seconded by Cl'm Beatty. Motion carried.

**Approval to hire Snow Plowing Part-time Employee**

Cl'm Beatty made a motion to hire Rick Miller for Snow Plowing Part-time for \$15.00/hr seconded by Cl'm Halstead. Motion carried.

**Approval to increase Code Enforcement Officer's pay for completion of probational period**

Cl'm Halstead made a motion to approve an increase of the Code Enforcement Officers pay from \$13.00/hr to \$15.00/hr and to retro date pay to pay period No. 24, seconded by Cl'm Leach. Motion carried opposed by Cl'm Delancy.

**OLD BUSINESS:**

**Update on property at 640 Oliver**

The church had helped with a dumpster and filling it; however, more will be needed and the church is in discussion about providing more dumpsters.

**Approval Michael Leach Parking Permit**

Michael Leach's need was verified by the Doctor. Cl'm Halstead made a motion to approve Michael Leach's parking permit, seconded by Cl'm Delancy. Cl'm Leach abstained. Motion carried.

**MAYOR'S REPORT**

The Mayor attended the Perry County Bicentennial Committee Banquet at the Firehouse and the Perry County Historical Society to speak on behalf of herself as Mayor and the Borough Council. She sent our greetings. She also attended a PCEDA Roundtable on November 12, 2019 and will also be at the Tree Lighting Ceremony on Saturday, December 7, 2019. She also made note that she has received some calls about dumpsters, however she has been seeing dumpsters around town that should not be there. With the holiday change in trash pick-up, she made a call to Cocolamus Creek and they agreed that they would pick up all trash next week.

**COMMUNICATIONS**

Council was invited to a BIU Luncheon on December 12, 2019

Comcast had rate changes for residents effective next year.

Council received a thank you letter from the Perry County Animal Rescue for their donation.

**Next Meeting Date:** January 6, 2020

**Adjournment:** Cl'm Roush moved, and Cl'm Beatty seconded to adjourn at 8:37 PM. Motion carried.

Respectfully Submitted,  
Kristen Johns  
Secretary