

**NEWPORT BOROUGH COUNCIL
REGULAR MEETING MINUTES
NOVEMBER 2, 2021**

CALL TO ORDER 7:00 PM: President Tami Halstead called the meeting to order at 7:00 PM, with Mayor Mary M. Hetrick leading the Pledge of Allegiance. Council Member Mary Burcher, Barbara Leach, Penny Frownfelter, Gregory Shope all present, Jacob Zentichko absent.

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

ACT 65 OF 2021

GUEST: Bill Dissinger, Solicitor, David Council, April Ebersole, Trisha Cohick, Mike Hartley, Frank Campbell, and Jeremy Still, Luke Roman, Rachelle Benner, Chris Fickes, Gwyn Smith, Kayla Smith.

Executive Session for Legal Matter: Into executive session at 7:05 PM. Cl'm Frownfelter moved, seconded by Cl'm Leach to come out of executive session at 7:45 PM.

PUBLIC COMMENT:

David Council – Would like to address Council regarding the incident that took place at Veteran's Memorial Park baseball field over the weekend. He stated that the boys have been playing football there on a regular basis. They had no ill intent and did realize that it was a bad idea after they saw the ruts and puddles in the field. They were approached by an adult who was taking pictures of them and never identified them. The boys did return to the field and tried to make it right by filling in the ruts, and they will return in the spring to spread seed and do whatever else may need done. They tried to fix their mistake; they want to make it right.

April Ebersole - Would like to voice her concerns about the boys having future use of the park. She is also concerned about the allegation of federal charges being brought against the boys. She feels the playground is in worse shape after having a car drive through it.

Trisha Cohick – The boys were playing football, how does that become vandalization. It was an innocent game of football. They are not troublemakers they are good kids. They had their pictures taken by an unidentified person. Trisha stated as a parent she feels this has been blown way out of proportion. Trisha asked if there would be charges made against the boys.

Mike Hartley – Agrees with what has been said.

Frank Campbell – Does not feel the incident was blown out of portion; volunteers have spent countless hours working at the park, he feels the kids need to be respectful of public property and it was poor judgement on their part.

Bill Dissinger – Solicitor Dissinger stated that he informed council not to respond to any of the statements made. Because the boys are minors and this incident will not be handled in a public meeting. The matter is now in his hands. He stated that at this point the police have not been involved.

Jeremy Still – Fire Company will be putting the Christmas Tree up in the square on Sunday, November 28th. They will need no parking signs put up in front of Orrstown Bank from 11:00 to 3:00 P.M. Volunteers are welcome. Also, he would like to make council aware of the 100th Anniversary Celebration coming up in 2025. He would like to see something being done daily for the week of the celebration. He stated that he will keep council updated on progress.

Executive session for personnel matter: Into executive session at 8:05 P.M. Cl'm Shope moved, seconded by Cl'm Leach to come out of executive session at 8:27 P.M., motion carried.

Cl'm Leach moved, seconded by Cl'm Shope to hire Pat Bowers as the full-time secretary according to the terms of her proposal, and to seek a part-time assistant secretary. Roll call vote called with Cl'm Leach, Cl'm Bucher, Cl'm Shope, and President Halstead voting yes and Cl'm Frownfelter and Cl'm Dudley voting no. Motion carried.

Cl'm Frownfelter stated that she would like to see Pat Bowers hired as interim secretary and would like this noted in the minutes.

APPROVAL OF THE MINUTES: Cl'm Frownfelter moved, seconded by Cl'm Leach to approve the October 5, 2021, Regular Meeting Minutes as drafted. Motion carried.

APPROVAL OF THE FINANCIAL REPORT FOR NOVEMBER: Newport General Fund Account November 1, 2021 was \$547,325.71. Outstanding bills presented for payment of \$5,418.28. Estimated income for the balance November is \$7,709.98. Estimated expenses for the balance of November is \$24,575.92 which will leave an estimated balance of \$525,041.49. Liquid Fuels Account balance November 1, 2021 was \$56,932.77/. Outstanding bills presented for payment of \$3,169.49 will leave a balance of \$53,763.29. Cl'm Frownfelter moved, seconded by Cl'm Leach to approve the Financial Report for November. Motion carried.

APPROVAL OF THE NOVEMBER BILLS TO DATE: Cl'm Frownfelter moved, seconded by Cl'm Leach to pay the outstanding bills in the amount of \$5,418.28 from the General Fund Account and pay the outstanding bills in the amount of \$3,169.49 from the Liquid Fuels Account. Motion carried.

NEW BUSINESS:

Approval for Solicitor to contact constable to go to 55 S. 2nd St with Codes Officer – President Halstead stated that she does not feel comfortable going on to the property since the State Police told her not to. Solicitor Dissinger stated that it is reasonable for her and predictable of the State Police. Due process has made the decision to abate the property. Dissinger stated that setting up a Constable to go along would cost about \$100.00. Cl'm Shope moved, seconded by Cl'm Dudley to approve Solicitor Dissinger to get a constable to help with the nuisance property. Motion carried.

Approval to adopt the Non-Uniform Pension Ordinance #378 – Cl'm Frownfelter moved, seconded by Cl'm Leach to adopt the Non-Uniform Pension Ordinance #378. Motion carried.

Approval to adopt the Uniform Pension Ordinance #379 – Cl'm Frownfelter moved, seconded by Cl'm Leach to adopt the Uniform Pension Ordinance #379. Motion carried.

Approval to tentatively adopt the 2022 General Fund and Liquid Fuels Budget and to advertise them – Cl'm Dudley moved, seconded by Cl'm Frownfelter to tentatively adopt the 2022 General Fund and the 2022 Liquid Fuels Budget and to advertise them. Motion carried.

Approval to hire Frank Campbell to snowplow as needed for the Borough this season – President Halstead stated that Frank Campbell put in an application to plow snow for the Borough through the winter season, Frank is an experienced truck driver. Cl'm Frownfelter moved, seconded by Cl'm Dudley to hire Frank Campbell to plow snow as needed for the winter season. Motion carried.

Approval to purchase twenty-six new banners for Spring – President Halstead stated that it was brought to her attention that the Borough needs twenty-six new Spring Banners and that she spoke with Paddi Sharar and got some ideas for the banners. Cl'm Frownfelter moved, seconded by Cl'm Dudley to approve the purchase of the new spring banners. Motion carried.

Review packets to hire a qualified based engineer for sidewalk and curb project – President Halstead asked that council take some time to review the packets so they can vote for a qualified based engineer. Cl'm Frownfelter asked what she was referring to that she would like to know more about the project. President Halstead stated that council has talked about this before and that the project is the one that must go through Penn Dot. She has been working closely with them because it is complicated. The project is for the curbs and sidewalks along state route 34 (Market Street).

Act 50 – 5G Broadband Legislation and the need for a 5G Ordinance – President Halstead said that while she and Cl'm Shope were at the conference they learned of Act 50 – 5G Broadband Legislation and the need for a 5G Ordinance. Cl'm Shope and herself are still learning about the ordinance. Verizon, T-Mobile, and AT&T are the 5G companies to put 5G towers in the Borough. Those companies would pay the Borough \$270 per small wireless facility per year.

Downtown Main Street Councilmember point person – Cl'm Frownfelter stated that DCED is looking for a Council member to be a point person for the Downtown Main Street Project. They need somebody to be the point of contact and Cl'm Frownfelter would like to be that person. Cl'm Frownfelter said that she talked with Michelle and that she and Cl'm Bucher are very interested in going on the bus trip and gathering information. Cl'm Dudley moved, seconded by Cl'm Frownfelter to appoint Cl'm Frownfelter and Cl'm Bucher to be the point persons for the Downtown Main Street Project. Motion carried.

Approval to pay Fulkroad \$69,835.06, which is over \$1,250.03 the original bid, \$12,000.00 out of the Liquid Fuels Account and \$57,835.06 out of the General Fund Account – President Halstead asked for approval to pay Fulkroad \$69,835.06, which is \$1,250.03 over the original bid price. After speaking with Rick Levan and understanding the overage was due to needing more Paving material, which is common. Cl'm Frownfelter moved, seconded by Cl'm Shope to pay Fulkroad \$12,000.00 from the Liquid Fuels Account and \$57,835.06 from the General Fund Account for paving on Pine and Locust Streets. Motion carried.

Approval to accept the resignation of Billie Dudley as the Zoning Officer – President Halstead stated that after speaking with PSAB. Cl'm Dudley had to resign as the Zoning Officer because she is an elected official. Cl'm Shope moved, seconded by Cl'm Frownfelter to accept the resignation from Billie Dudley as Zoning Officer. Motion carried.

Ratify the 2021/2022 Don Jacobs insurance renewal – President Halstead stated that since the Borough's insurance expired on November 1, 2021 an email vote had to be taken to renew our insurances. We need to ratify the insurance renewal. Cl'm Frownfelter moved, seconded by Cl'm Dudley to approve the ratification of the Don Jacobs Insurance renewal for the Borough insurance policies. Motion carried.

Approval to advertise RFP for solicitor and engineer – President Halstead asked how Council felt about advertising for RFPs for a solicitor and an engineer. Cl'm Frownfelter stated that it did not hurt to weigh our options. Cl'm Dudley agreed saying it helps to keep things honest. Cl'm Dudley motioned, seconded by Cl'm Frownfelter to advertise for RFPs for solicitor and an engineer. Motion carried.

Resolution to waive the contributions to non-uniform pension for 2022 – President Halstead explained the Resolution is a formality needed to waive the employee contribution to the Non-Uniform Pension Plan for 2022 at PMRS. Cl'm Frownfelter moved, seconded by Cl'm Dudley approve the Resolution to waive employee contribution to the Non-Uniform Pension Plan at PMRS. Motion carried.

Approval to accept Tina Burkholder's resignation – Cl'm Dudley moved, seconded by Cl'm Frownfelter to accept the resignation of Tina Burkholder's as the Borough Secretary/Treasurer. Motion carried.

Approval to appoint Patricia Bowers as the Zoning Officer – Cl'm Frownfelter moved, seconded by Cl'm Dudley to appoint Patricia Bowers as the Zoning Officer. Motion carried. Cl'm Frownfelter stated that moving forward she would like to see somebody that would be able to go to the sites and have eyes on the projects, she feels that the job is more than just paperwork; we will need a more hands on person in the future.

Approval to pay Larson Design Group to review the Market Street video taping of the storm sewer line for the condition of the storm line for the Market Street storm project – President Halstead explained that since Larson Design Group televised the storm sewer she would like approval to have them review the tape for the Market Street Storm Project. Cl'm Frownfelter moved, seconded by Cl'm Shope to allow Larson Design Group to review the video. Motion carried

Approval of (11) Reserved Handicapped Parking signs and (11) towing signs – Cl'm Dudley informed council that she has checked into the handicap parking permits because residents having so many problems with people parking in the Permit Parking spaces. She said that if they can purchase the state handicap signs, we will be able to have vehicles towed. She would like approval for (12) handicap signs and (12) towing signs. Cl'm Frownfelter motioned, seconded by Cl'm Shope to approve the purchase of (12) handicap signs and (12) towing signs. Motion carried.

DCED's Local Municipal Relief Grant for Milling and Paving – President Halstead just wanted to make Council aware that she applied for the DCED's Local Municipal Relief Grant in the amount of \$200,000 for milling and paving that must be used in 12 months and that the \$200,000 is in the bank.

Dock Street Project – President Halstead reported that the Borough applied for \$130,525 for additional funds for the Dock Street Project from ARPA funds from the Perry County Commissioners.

COMMUNICATIONS:

1. Codes Report from Billie Dudley

MAYOR'S REPORT: Mayor Hetrick requested approval of a Handicap Parking Permit for Gary Sheaffer at 528 Market Street. Mr. Sheaffer has completed the permit application and has made full payment to last until December 2023. Cl'm Leach moved, seconded by Cl'm Dudley to approve the Handicap Parking Permit for Gary Shaeffer. Motion carried.

PSAB Webinar for Code Officer Billie Dudley. Cl'm Frownfelter moved, seconded by Cl'm Leach to approve the PSAB Webinar Training for Billie Dudley. Cost will be \$45.00. Motion carried.

NEXT MEETING DATE: December 7, 2021 Regular Meeting at 7:00 P.M.

ADJOURNMENT: With no other business to come before Borough Council, Cl'm Frownfelter moved, seconded by Cl'm Leach to adjourn the meeting at 9:58 PM. Motion carried.

Respectfully Submitted,
Tina Burkholder