

Newport Borough Council Meeting Minutes 09/06/2022

Newport Borough Council
September 6, 2022
Regular Meeting Minutes

President of Council Penny Frownfelter called the meeting to order at 6:58 P.M. with Mayor Robert Campbell and Borough Council Members Mary Bucher, Tami Halstead, Greg Shope, Jacob Zentichko, Christian Fickes, Billie Dudley present.

Others Present – Solicitor William Dissinger, Streets Supervisor Cody Harris, Frank Campbell, Luke Roman, Gwyn Smith, and Michelle Jones.

Mayor Campbell led the Pledge of Allegiance.

President Frownfelter announced the meeting is being recorded.

Approval of Minutes – August, 16 2022 Borough Council meeting minutes tabled until October. 4 2022.

Guest – Michelle Jones presented flyers with information on new FACADE grant kick off and a request to send Multimodal letter of support to PennDot. Michelle provided information on listing of items within the Main Street plan pulled by the engineer from data gathered from the 9 boroughs. Cl'm Halstead noticed that some of the plan conflicts with PennDot regulations. President Frownfelter recommended and additional conversation about the Downtown Revitalization Project. Jones goes on to explain that over the past few years, meetings have been held and requests have been made by citizens. The list of projects is a representation of that information and there are still logistics to evaluate. She states PCEDA is working with county commissioners and grant writers for additional funding streams to assist in the completion of these projects. Cl'm Halstead inquired about a money match needing to be met and who would be responsible for paying? Jones said that there is a match, and that someone must pay it and that is why the additional funding streams are being explored but PCEDA will not come to the borough with a bill due. President Frownfelter clarifies that this is not an individual grant but a county grant. Jones said that the state is excited that the municipalities are collaborating and planning smart. Cl'm Dudley moved, seconded by Cl'm Halstead to submit multimodal letter of support. Motion carried.

Public Comment – Frank Campbell announced that the Park and Playground Committee approved the painting of a butterfly mural at the south entrance building facing the large pavilion. The mural can also be used to take photos in front of. The community service crew will begin getting ready for Canal Day downtown. Frank stated that he is working with Terry Heller to get aluminum plates to fill the missing lights at the tree bases downtown. Cl'm Halstead moved, Seconded by Cl'm Billie Dudley to allow the painting of the butterfly mural at the south entrance building of the park. Motion Carried.

Street Report – Cody Harris reports that their paving project has been completed down to the painting.

- **Sinkhole**- The sinkhole on Penn Avenue by Kauffman's has returned and options are being looked at for repair.
- **Street Signs**- Harris said that he chose 8 major intersections out of the listing of 26 of signs that need to be placed/replaced at a total of \$1,151.17. Bases, attachments, and posts included. Cl'm Shope moved, seconded by Cl'm Butcher to purchase 16 signs from U.S. Municipal at \$1,151.17. Motion Carried.

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- **Salt Contact-** President Frownfelter asks Harris how much salt will be needed for the upcoming snow season. Harris explains that currently they get 2 triaxle loads each season but at this time there is nowhere to put it and it must be under a roof. Council confirmed that the price is \$88.13 a ton. Cl'm Shope moved, seconded by Cl'm Dudley to accept 2022-2023 Salt Contact and to purchase 2 triaxle loads of salt at \$88.13 a ton. Motion Carried.
- **Non-working Inlets-** Harris listed non-working inlets in written report and stated that runs will be cleaned sometime in September.
- **Painting-** Harris was approached by the schoolboard to paint part of Fickes Street to prevent parking. Harris confirmed that the curb is already painted.
- **Front Street Brush Clearing-** President Frownfelter asked Harris about the clearing out of brush on the railroad side of Front Street. Harris replied stating that the streets crew pushed from the Hard Hat to Fickes. Renting a lift like in previous years would be a larger expense than expected. Cl'm Dudley said that everything looks better. The edge of the road and signs are now visible. Cl'm Halstead recommended another sweep after the leaves fall. Cl'm Fickes stated he would like to contact Oliver Twp Supervisor Joe Baker about an additional brush hog.
- **Runs –** Harris stated that water runs will be cleaned out in the fall.

Cl'm Fickes reports that he is talking with Amity Enterprises on secondary street paving.

- **6th & Caroline** - Cl'm Fickes states that during the Street Committee meeting the issue of water at 6th and Caroline was discussed. Cl'm Fickes confirms that council approved Kirby Kitner to install a Y into the pipe since it has been a few months. Cl'm Fickes asks council if installation of the Y is still wanted. President Frownfelter stated by what Engineer Brath said, it does not seem like it is a lasting solution, more springs would come up, and an additional inlet would be a positive idea. Cl'm Fickes said that Amity Enterprise has asked about additional work. Cl'm Fickes moved, seconded by Cl'm Dudley to rescind motion to allow Kirby to install Y at 6th and Caroline. Motion Carried. Cl', Fickes will contact Kitner to inform him of Council's decision.

President Frownfelter suggested that Engineer Brath converse with contractor to find solution. Cl'm Halstead added that inlets at Caroline & 6th, Football Field, and Gantt Street could be looked at too.

- **Millings** - Cl'm Fickes expressed that the millings should first go to the Newport Borough Water Authority then to Mill Auto. Cl'm Halstead asks about how much will there be? Cl'm Fickes replied with 8 triaxle loads with some going to Mill Auto.
- **Stop Signs** - Mentioned by Cl'm Fickes that streets are researching adding Stop Signs where there is none.
- **Tractor Update** - Cl'm Fickes presented quotes for tractor attachments: sweeper and pallet forks. Quotes were provided by Smith's Farm Equipment, Perry Power, and Hoover Tractor. Cl'm Fickes confirmed that the quoted attachment will work with the approved tractor model. Smith's carries the lowest pricing on the sweeper at \$8,900. However, there is a difference in price and weight capacity of pallet forks between Hoover Tractor and Perry Power. Perry Power cost is lowest at a weight capacity of 3500lbs at \$949.00, and Hoover carries forks that can carry 4200lbs at \$955.00. Smith's also carries 4200lb forks at \$1000. Cl'm Fickes goes on to say that the sweeper brush hog is needed but the forks are also nice to have when transferring heavy objects. Cl'm Halstead moved, seconded by Cl'm Bucher to approve the purchase of a 2023 Kioti DK10SE Series compact tractor with cab at \$37,257 from Perry Power and the purchase of a

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sweeper attachment from Smith's Farm Equipment at \$8,900 applied through USDA. Motion Carried.

Cl'm Shope asked what is the horsepower on the current tractor? The one we are looking to purchase is 50.3HP. Harris stated that the John Deere runs at 53HP. Cl'm Halstead moves, seconded by Cl'm Bucher to rescind previous motion. Motion Carried. Quotes will be obtained for a tractor with at least 53 HP.

- Cl'm Fickes reports that shed area cleanup is moving along and Engineer Brath has a plan for storm drains on Market Street.
- **Tree Damage** - At 138 S 4th Street Cl'm Fickes could not find a pin. President Frownfelter explains that there is a tree growing between the sidewalk and the street. Ownership of the tree is uncertain between the homeowner, the Borough, and the State. The growth of the tree is coming into the roof and basement structure of the home. President Frownfelter asks Solicitor Bill Dissinger what responsibility does the Borough have to address the issues? Solicitor Dissinger stated that the Borough has none. It lies on a state road which is in their right of way across 60 feet. They hold responsibility.
- **Phone Vote** - Cl'm Fickes moved, seconded by Cl'm Shope to ratify the phone vote, YES to no parking on 3rd Street from Mulberry to Market and on Mulberry Street from 2nd to 4th on Saturday, August 27th, 2022 from 8:00am until complete. Motion Carried.

Engineer's Report Phillip Brath submitted a written report. President Penny Frownfelter stated that attached to the report is an application to change the direction of the one-way traffic on Locust Street. Cl'm Halsted suggested that the more traffic that flows away from the school is better but is concerned that it will create another problem. She goes on to say that public comment would have to be held as well as an ordinance change. Cl'm Fickes added that the change would increase the visibility to traffic. Cl'm Halstead moves, seconded by Cl'm Shope to change one-way on Locust Street to North, Caroline to South, Oliver Street. Motion Carried.

- President Frownfelter reported that the storm sewer on 5th Street is 7 feet deep and was decided to be abandoned. The new curbing will flow into the new inlets and onto the new pipe that will be placed on Market Street. Cl'm Dudley questions where the inlet at Catherine and Locust flows to. Cl'm Fickes explains it will need further investigation.

Solicitor's Report – Solicitor Dissinger presented a model storm water ordinance that he had prepared for a neighboring municipality and gave online reference to PA DEP.

Treasurer's Report - Newport General Fund Account balance was \$157,831.73. Outstanding bills presented for payment of \$50,118.96. Estimated income is \$37,194.91. Liquid Fuels Account balance was \$68,796.70 with August interest of \$11.63. PIB Loan Account balance was \$136,041.40 with August interest of \$40.44. PLGIT Reserve Account balance was \$126,005.45 with August interest of \$244.04. PLGIT ARPA Fund balance was \$54,353.12 with August interest of \$88.52 and check from Amity Enterprises at \$17,680.00 for North Shrub Street storm repairs. PLGIT Paving project balance was \$200,732.86 with August interest of \$326.91. Secretary/Treasurer reported that there was a P-Card

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charge of \$190.67 for Adobe Acrobat Services. Cl'm Bucher moved, seconded by Cl'm Dudley to approve the Treasurer's Report and bills as presented. Motion Carried.

Finance/Grant Committee Report – No Report

Code Enforcement Report – Applicant to be Interviewed.

Ordinance Committee Report- Cl'm Zentichko stated that he is putting in changes to the vehicle and traffic ordinance. He is hoping to get more feedback about the snow and emergency plan and rental property ordinance. He will send out another copy for review.

Playground Committee – Cl'm Halstead explained that due to the delay of the environmental review the pricing of the playground equipment had expired. In the new catalog there are 3 similar choices in a range of colors that are less expensive than the original choice. The chosen piece of equipment can arrive within 13 weeks but would have to be stored over the winter months. There would be a remaining balance of about \$7000 after purchase. With those monies fencing can be installed at the softball field and around the tennis courts. Mayor Campbell suggested fencing in the toddler area at the playground. Cl'm Halstead replied by saying that she would have to check to see if the environmental review included the toddler area. Cl'm Halstead moved, seconded by Cl'm Dudley to purchase the blue playground equipment at \$11,515 and add fencing to the tennis courts, softball field, and toddler area. Motion Carried.

Mayor's Report- Mayor Campbell reported that he conducted his first wedding.

- **Community Feedback** - Mayor Campbell has been receiving community complaints about property at 118 N. 2nd street. Cl'm Dudley confirmed that the property has been in violation in the past.

He has also noticed an overgrown hedge between 149 and 137.

Old Business – Cl'm Fickes will speak with Comcast within the upcoming week. Hoping to see if public works is recognized within their franchise. President Frownfelter asks if we could get better rates by combining the Borough accounts with Water and Sewer.

- **PTO Policy** - A PTO draft was distributed now combining personal, sick, and vacation time. President Frownfelter stated that she added an 8th holiday to the draft to include President's Day, but it could be any holiday or a floating holiday. Cl'm Halstead asks if this would be an increase in time off? President Frownfelter replied that this policy does supply an increase of time off to all full-time employees regardless of years served by 40 hours. Employees can earn up to 6 hours of PTO with each pay and can only take PTO that is approved. She goes on to say that the amount of money paid to the employee stays the same within the budget and the employee would not always have to be replaced when they are utilizing PTO time. Cl'm Bucher asks if employees can take more time than what is earned. President Frownfelter states that can be done with permission and approval. Cl'm Dudley states that to get employees to work the

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Borough must be competitive. Cl'm Zentichko moved, seconded by Cl'm Bucher to approve PTO policy until January 1 2023. Motion Carried.

- **Trash/Recycling** - President Frownfelter brought attention to Kristie Smith's letter in response to recycling article. She also noticed that New Bloomfield is doing a monthly recycling drop off.
- **Picture Perry** - Cl'm Halstead spoke on the Planning Commissions review of the Picture Perry Projects submitted on behalf of Newport Borough. The Planning Commission only disagreed with the project to acquire and demolish repetitive loss flood damaged properties due to it being an unlikely circumstance and a financial hardship. While reviewing, questions arose from council about authority of picking what projects we participate in and what can be added to the list. Cl'm Halstead said that the projects can be included in the Comprehensive Plan and will count positively in obtaining funding. President Frownfelter noticed that the Veteran's Memorial Park bathrooms already exist. Mayor Campbell recommends that adding restrooms in the square. Cl'm Halstead stated we have current hookups at the park. Noted by President Frownfelter that the project can be edited to the downtown area. Mayor Rob Campbell volunteered to write the edit. Cl'm Shope, seconded by Cl'm Halstead to approve participation in the Picture Perry Project. Motion Carried.
- President Frownfelter stated that the Assistant Secretary hours will decrease over time.

New Business- Tax Collector Deb Miller had sent a letter to increase fees to for duplicate bills and tax certification. Cl'm Ficked moved, seconded by Cl'm Shope to approve resolution to increase tax collector fees to \$10.00 for duplicate bills and 20.00 for tax certification. Motion Carried.

- Homecoming Parade requested for October 2022. Cl'm Fickes moved, seconded by Cl'm Dudley to approve Homecoming Parade and route to be held Friday, October 7, 2022 at 6:00pm. Motion Carried.
- 2023 Unemployment Compensation rate increase notice distributed.

Communications –

- Tire War from Perry County Conservation District for September 2022
- Cl'm Butcher noticed incorrect date for Finance meeting. Cl'm Dudley moved, seconded by Cl'm Fickes to advertise Finance Meeting to be held September 20, 2022. Motion Carried.

There being no further business to come before Borough Council, Cl'm Dudley moved, seconded by Cl'm Halstead to adjourn the meeting at 9:09 P.M. Motion carried unanimously.

Respectfully Submitted
Tyteayanna Zimmerman
Secretary