

Newport Borough Council
December 6, 2022
Regular Meeting Minutes

President of Council Penny Frownfelter called the meeting to order at 7:00 P.M. with Borough Council Members Mary Bucher, Tami Halstead, Greg Shope, Billie Dudley, and Christian Fickes present. Mayor Robert Campbell was absent.

Others Present – Solicitor William Dissinger, Engineer Phillip Brath, Frank Campbell, and Luke Roman.

Cl'm Fickes led the Pledge of Allegiance.

Amendments – Cl'm Fickes moved, seconded by Cl'm Halstead to add the resignation of Mayor Campbell. Motion carried.

- Cl'm Halstead moved, seconded by Cl'm Shope to add Advertisements of Letters of Interest. Motion carried.

President Frownfelter announced the meeting is being recorded.

Approval of Minutes – Cl'm Halstead moved, seconded by Cl'm Dudley to approve the November 1, 2022 Regular Meeting Minutes as drafted. Motion carried.

Guest –Frank Campbell approached council to request planting a tree at the playground in memory of Keith Snyder and his recent passing. Cl'm Halstead stated that the playground committee does not have any objections. Cl'm Dudley moved, seconded by Cl'm Fickes to allow for the planting of a tree at the playground in memorial of Keith Snyder. Motion carried unanimously.

Campbell additionally thanked the Borough for a successful tree lighting ceremony and window decorating.

Engineer's Report Phillip Brath submitted a written report.

- **Engineer Brath** stated concern about excess water flowing down to Second Street, Market Street, and Dock Street. Brath explained that the remedy would be to change the flow to Mulberry and Pine Street while adding inlets and performing a trench repair. He added that eventually running storm water to the creek would be the final plan. President Frownfelter asked what the costs would look like. Brath stated that he is uncertain. Cl'm Halstead noted that that the plan will run through the local cemetery and a permit will be needed to move forward. Cl'm Halstead reminded of an abandon line on 5th Street that could possibly be utilized. Cl'm Fickes reported an overload of water at a manhole at 3rd Street and Market Street. President Frownfelter asked how Dock Street effects this manhole. Brath explained that both drains meet at Dock Street to control water overflow. President Frownfelter recommended that Engineer Brath continue to familiarize himself with storm water issues through the borough.

- **Sinkhole on Penn Ave – Engineer Brath** reported that the investigation and repair of the sinkhole on Penn Avenue has been completed. Soft soil and wood debris were found. Cold patch and stones were used to repair the hole.

Street Report – Cody Harris submitted a written report.

- **USDA Tractor - Secretary Zimmerman** stated that approval is being waited on for the USDA Tractor application.
- **Inlet Repairs -Cl'm Fickes** announced he is waiting to hear from Kirby Kitner about inlet repairs at Gannt and Caroline Street.

Solicitor's Report – Solicitor Dissinger stated that the Vehicle/Traffic and Rental ordinances are being reviewed. Dissinger commented that the Rental ordinance is legal but will have additional costs associated with registration, licensing, and inspections in the future. Dissinger asked who would be performing inspections and what would be inspected. Vice President Dudley provided a checklist that the Code Enforcement Officer would be responsible for completing. President Frownfelter reminded by not acting in making absent landlords responsible, issues will continue. Cl'm Dudley added that a middle ground between the ordinance and Code Enforcement could bring progress to property maintenance.

Treasurer's Report - Newport General Fund Account balance was \$102,571.22. Outstanding bills presented for payment of \$13,751.68 Estimated income is \$29,350. Liquid Fuels Account balance was \$62,938.17 with November interest of \$10.58. PIB Loan Account balance was \$136,200.62 with November interest of \$39.17. PLGIT Reserve Account balance was \$127,015.56 with November interest of \$402.44. PLGIT ARPA Fund balance was \$138,708.21 with November interest of \$390.66. PLGIT Paving project balance was \$38,607.79 with November interest of \$108.74. The Secretary/Treasurer reported that there was a P-Card payment of \$1,334.95 to be paid in December. Cl'm Fickes moved, seconded by Cl'm Shope, to approve the Treasurer's Report. Motion Carried.

Budget Report - Cl'm Fickes moved, seconded by Cl'm Dudley to approve bills as presented.

Finance/Grant Committee Report – No Report

Code Enforcement Report – No Report

Ordinance Committee Report- No Report

Playground Committee – Cl'm Halstead reported the closing of the ball teams. Keys have been collected and invoices for electricity will be issued.

Mayor's Report- Cl'm Halstead moved, seconded by Cl'm Shope to approve Handicapped Parking Permit at 121 S. 4th Street.

- **Cl'm Halstead moved, seconded by Cl'm Dudley to accept resignation of Mayor Campbell.**

Solicitor Dissinger informed Council that a mayor's vacancy does not have to be advertised. He reminded Council the role of Mayor is to oversee the Police Department, run reorganization meetings,

and break ties in voting. Cl'm Halstead stated Borough Council had additional advertisements for publication. Cl'm Halstead moved, seconded by Cl'm Dudley, to advertise 2023 meetings, committee vacancies, and mayor vacancies.

Old Business –

- **Goodwill** - President Frownfelter reported the Goodwill is not interested in changing decision to close and a letter will not be sent.

New Business- Cl'm Fickes moved, seconded by Cl'm Shope to ratify decision to hang Turkey Trot banner for 2023. Motion carried.

- **Subrecipient Agreement – Cl'm Halstead moved, seconded by Cl'm Fickes** to approve the Subrecipient Agreement for CDBG Covid Grant – Veterans Memorial Park. Motion Carried unanimously.
- **PTO Part-Time Employees** – President Frownfelter presented an idea of prorated PTO hours for Part-Time Employees. Council members expressed uncertainty. Item tabled until next meeting.
- **Local Planning** – Cl'm Halstead moved, seconded by Cl'm Dudley to approve payment of \$600 for Level 3 of Local Planning Assistance Program. Motion carried unanimously.
- **State Police** – Secretary Zimmerman reported an inquiry from PA State Police on how to proceed on damage done to stop sign on Caroline Street. Cl'm Halstead moved, seconded by Cl'm Dudley to have PA State Police charge as they see fit. Motion carried.

Communications –

- Newport Borough Municipal Authority Meeting Minutes September 8, 2022 and October 10, 2022.
- Newport Borough Municipal Authority PA Small Water and Sewer Program Grant
- PA DCED – Act 41 Boundary Change

There being no further business to come before Borough Council, Cl'm Dudley moved, seconded by Cl'm Fickes to adjourn the meeting at 8:25 P.M. Motion carried unanimously.

Respectfully Submitted
Tyteayanna Zimmerman
Secretary