

**NEWPORT BOROUGH COUNCIL
MID-MONTH MEETING AUGUST 15, 2023
MEETING MINUTES**

President Penny Frownfelter called the meeting to order at 7:00 PM with Borough Council Members: Mary Bucher, Christian Fickes, Tami Halstead, Jacob Zentichko, and Greg Shope.

Absent: Billie Dudley, Mayor Tice

OTHERS PRESENT: Newport Borough Secretary Shelly Damiano, Engineer Phillip Brath
Frank Campbell–Newport Revitalization & Preservation Society, Inc., Luke Roman–Perry County Times

President Frownfelter led the Pledge of Allegiance.

President Frownfelter announced that the meeting was being recorded.

AMENDMENT TO AUGUST 15, 2023 AGENDA:

MOTION: Cl'm Fickes moved, seconded by Cl'm Bucher to amend the August 15, 2023 Agenda as follows:
Under New Business:

#3) Appointment of Shelly Damiano as the Right To Know Officer and removal of Patricia Bowers as the Right To Know Officer.

Motion carried unanimously.

PUBLIC COMMENT: None

PAVING BID AWARD – Mike Cleck Paving withdrew their bid for paving due to concerns over prevailing wage requirements as their bid of \$98,927.15 did not include this consideration. Engineer Brath noted that not all the required documents were submitted with their bid, but if they properly withdraw their bid, the check can be returned to them if the Council chooses. To withdraw a bid there are requirements in PA C.S. Title 62, that must be followed.

MOTION: Cl'm Halstead moved, seconded by Cl'm Fickes to return the 10% of Project Guarantee cashier's check to Mike Cleck Paving in the amount of \$9,892.72. Motion carried unanimously.

Cl'm Frownfelter questioned why the online service, Penn Bid, was not utilized in advertising the paving project since only two bids were received. Cl'm Halstead stated that the Sidewalk Grant was also being advertised at the same time, but separately, and that grant did not allow for electronic submissions, only paper bids, and due to time, both projects were advertised in the same manner.

Engineer Brath stated reducing the scope of the paving project is allowable under Liquid Fuels if the awarded bidder agrees to it. Liquid Fuel funds would need to be used by October 31, 2023. Cl'm Halstead noted that the grant monies need to be used by December 31, 2023. Council discussed the options: 1) Pick and Choose the bid items, thus reducing the scope of the project, or 2) Re-bid. Consensus was there was not enough time to re-bid for the project to be completed before the end of the paving season.

Glen Hawbaker, Inc. originally submitted a bid of \$153,351.75 for the entire paving project, but did agree to honor their bid pricing in regards to a reduced scope of work. Cl'm Fickes suggested the revised paving project to include the Pine Street, Peach Street, and 2nd Street items in the Paving Bid. Hawbaker submitted a total bid for these items as \$54,298.25.

MOTION: Cl'm Shope moved, seconded by Cl'm Halstead to award the paving bid to Glen Hawbaker Inc. for Items 1, 1A, 2, 2A, 8, and 8A to be paid for from the DCED Paving Grant in the amount of \$39,788.30 and Liquid Fuels in the amount of \$14,509.95 for a total amount of \$54,298.25. Motion carried unanimously.

OLD BUSINESS

Comcast: Secretary Damiano informed Council that the \$59.00 internet contracts for the Borough Garage and the Borough Park that were approved at the August 1, 2023 meeting were not valid, according to Comcast, after 3 attempts to update the service after the contracts were submitted. Comcast agent Joyceline Roberts was assigned to upgrade the service to both locations.

Having prior Council approval from July 5th and again on August 1st: 1) the voice phone service was disconnected from the Borough Garage due to not being utilized for over 4 years, 2) the static IP was removed from the Borough Park, and 3) all Comcast accounts are sales tax exempt due to being a political subdivision.

The contracts being presented for approval would be identical for both locations: Business Internet Standard download speed of 100 Mbps with Security Edge Package discounted rate of \$94.99 for months 1-24 and increasing to \$119.99 for months 25-36. With an equipment fee of \$19.95, the monthly charge will be \$114.94 for months 1-24, then increase \$25.00 on months 25-36. The sales agent stated that any contract can be re-negotiated after 1 year.

MOTION: Cl'm Fickes moved, seconded by Cl'm Bucher to approve the updated Comcast Service Agreements for both the Borough Garage and the Borough Park with Business Internet Standard download speed of 100 Mbps with Security Edge Package at the discounted rate of \$94.99 for months 1-24 and increasing to \$119.99 for months 25-36. With an equipment fee of \$19.95, the monthly charge will be \$114.94 for months 1-24, then increase \$25.00 on months 25-36. Motion carried unanimously.

NEW BUSINESS

Approval of Temporary Street Closure:

S. Shrub Street, last week of August, August 28th – September 1st, 2023,
7 am – 5 pm; Construction on building.

MOTION: Cl'm Fickes moved, seconded by Cl'm Bucher. Motion carried unanimously.

MOTION: Cl'm Fickes moved, seconded by Cl'm Halstead to appoint Shelly Damiano as the Right To Know Officer and to remove Patricia Bowers. Motion carried unanimously.

NEXT MEETING DATE: September 5, 2023, at 7:00 PM

ADJOURNMENT: Cl'm Fickes moved, seconded by Cl'm Halstead to adjourn at 7:26 PM. Motion carried unanimously.

Respectfully Submitted,

Shelly Damiano
Secretary/Treasurer