

**NEWPORT BOROUGH COUNCIL  
REGULAR MEETING SEPTEMBER 19, 2023  
MID-MONTH MEETING MINUTES**

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

**Absent:** Mary Bucher, Billie Dudley

**OTHERS PRESENT:** Newport Borough Secretary Shelly Damiano

President Frownfelter led the Pledge of Allegiance.

President Frownfelter announced that the meeting was not being recorded.

**AMENDMENTS TO SEPTEMBER 19, 2023 AGENDA:** None

**PUBLIC COMMENT:** None

**SOUTH SIDE MARKET STREET SIDEWALK PROJECT: BID AWARD**

Cl'm Halstead explained the Sidewalk Project bid cost difference.

C R Charles Excavating: Bid = \$33,208.00. Cement cost per unit = \$99.00

Glenn Halbaker: Bid = \$112,789.00. Cement cost per unit = \$350.00

Engineer Phil Brath had reviewed both sets of bid documents and confirmed the bids were in compliance.

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Shope to award the South Side Market Street Sidewalk Project bid to C R Charles Excavating for \$33,208.00. Motion carried unanimously.

**NORTH SIDE MARKET STREET SIDEWALK PROJECT: Cl'm Halstead**

There is \$22,790.00 left in the grant. She confirmed with DEDA-COG that the 2 projects cannot be combined, and the North Side Market Street Sidewalk Project will need to be advertised as a separate bid. This bid cannot be awarded until 10 days after the second advertisement, which would be Friday, October 6, 2023 at 8:30 am. If a quorum of Council is present, the bid could be awarded the same day.

**MOTION:** Cl'm Fickes moved, seconded by Cl'm Shope to Advertise for Bids for the North Side Market Street Project. Motion carried unanimously.

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Fickes to Approve the 2024 Minimum Municipal Obligation (MMO) of Zero Dollars (\$0) for Uniform Pension. Motion carried unanimously.

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Shope to Approve the 2024 Minimum Municipal Obligation (MMO) of Eight Thousand Four Hundred Seventy-Three Dollars (\$8,473.00) for Non-Uniform Pension. Motion carried unanimously.

**Vehicles and Traffic Ordinance – Trucks on Walnut Street: Cl'm Fickes**

A Dollar General tractor trailer hit a resident's truck on Walnut Street. No Trucks signs are not presently located on 6<sup>th</sup> & Walnut Street. The current ordinance will be reviewed. No Action taken.

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Zentichko to Approve the Payment to Citizen's Fire Company No. 1 in the amount of \$19,126.32 for Fire Protection. Motion carried unanimously.

**2024 Budget Discussion**

Documents available to assist with 2024 Budget Discussion:

1. Profit & Loss Statement: January 1, 2023 – September 19, 2023 (current)
  2. 2024 Proposed Budget Excel Worksheet
  3. Employee 2023 Wages
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- Tax Collector’s Commission: Increase commission by Resolution in the Fall of 2024.
  - Cocolamus Creek Disposal Service:  
\$200 per month: Brush Container. Billed monthly  
\$144.20 per month – 6 yd Weekly: Trash Container. Billed quarterly  
Cl’m Fickes will check into other dumpster companies. Also mentioned if the Streets Department purchased a chipper, the residents could take the wood chips, thus resulting in dumpster cost savings.
  - Emergency Management Training: National Incident Management System (NIMS)  
President Frownfelter would like to see all Council members get training. Cl’m Fickes will check.

**NEXT MEETING DATE:** October 3, 2023, at 7:00 PM

**OCTOBER COMMITTEE MEETINGS:**

ORDINANCE COMMITTEE: October 16, 2023 at 6:00 PM

FINANCE COMMITTEE: October 17, 2023 at 6:00 PM

STREET COMMITTEE: October 24, 2023 at 6:00 PM

PLAYGROUND COMMITTEE: None

**ADJOURNMENT:** Cl’m Shope moved, seconded by Cl’m Fickes to adjourn at 8:23 PM. Motion carried unanimously.

Respectfully Submitted,

Shelly Damiano,  
Secretary/Treasurer