

**NEWPORT BOROUGH COUNCIL  
REGULAR MEETING MINUTES  
March 4, 2025**

President Greg Shope called the meeting to order at 7:00 pm with the following Borough Council Members present: Christian Fickes, Barbara Leach, Mary Bucher, Penny Frownfelter, and Tami Halstead.

**OTHERS PRESENT:** Newport Borough Secretary Shelly Damiano, Mayor Stephen Tice, Jesse Babcock-Newport Borough Code Enforcement/Zoning Officer, Elizabeth Kramer-Municipal Solicitor, Frank Campbell-Newport Revitalization Preservation Society (NRPS)  
Luke Roman-Perry County Times,  
Mike Gensemer-B.I.U. of Pa, Rachel Flickinger, Don Failor,  
Dennis and Suzi Kent-American Legion

**ABSENT:** Billie Dudley, Phil Brath-Municipal Engineer

President Shope asked Cl'm Fickes to lead the Pledge of Allegiance.

President Shope announced that the meeting was being recorded.

**AMENDMENTS TO THE AGENDA:** None

**GUESTS:** Dennis & Suzi Kent, American Legion Post 177

Dennis Kent, Chair of American Legion Post 177, informed council that American Legion Post 177 will be holding their 2<sup>nd</sup> Annual Family Fun Day at the legion on Saturday, April 26, 2025, 12 noon to 6 pm. The legion would like this to be a yearly event, held on the last Saturday in April. This community event will be held on the American Legion #177 grounds, 205 Legion Road, Newport, PA 17074 and the golf course will be closed that day. The United States Navy and Marine Corps are celebrating their 250<sup>th</sup> anniversary in 2025 and there will be special events for this commemoration.

With the Family Fun Day being a Community Event, the American Legion would like to have a banner erected on Route SR34 from April 1 – 26, 2025 and are here to request Resolution No. 03-25 American Legion Family Fun Day Banner 2025, be considered for approval.

Newport American Legion Post 177  
Annual Family Fun Day  
Last Saturday in April  
Open to the public  
205 Legion Road, Newport PA

**MOTION:** Cl'm Fickes moved, seconded by Cl'm Frownfelter to Approve Resolution No. 03-25 Newport American Legion Post 177 Family Fun Day Banner 2025. Motion carried.

**GUEST:** Michael Gensemer, Regional Manager-Building Inspection Underwriters of PA, Inc. (BIU)

Mr. Gensemer explained that BIU of PA, with an office in New Bloomfield, has had a contract under the Council of Governments (COG) since 2004, in which BIU would issue building permits and perform inspections for municipalities in Perry County, including Newport Borough.

Mr. Gensemer read in The Times, a local newspaper, an article in which Mr. Don Failor, owner of Blue Buffalo Tavern LLC, 57 N. 2<sup>nd</sup> Street, brought his concerns to the February 4, 2025 Newport Borough Council meeting concerning Blue Buffalo Tavern, LLC not being able to open a restaurant in Newport due to not being issued an Occupancy Permit. No permits had been requested or issued up to the point of February 4, 2025.

When a building is or changes to a Commercial Use, a permit application is completed, 3 sets of plans are submitted, and a letter notification for BIU to inspect is sent. Every month BIU sends a report to the borough on inspections completed. The Mayor suggested any report from BIU be included in the monthly meeting packet in the future and, for the record, the borough council did not state anything negative about B.I.U.

A Notice of Violation from BIU was sent to Don Failor, dated January 7, 2025, and sent to his Duncannon address, citing subcodes for work involving converting an antique store to a tavern and apartment units being done without a building permit and the owner/contractor not calling for inspections on any of the work that had been completed.

Don Failor, present at this meeting, stated that once he was made aware of the violations, he proceeded to correct the issues in good faith. Mr. Failor added that he called Luke Roman, the news reporter, concerning the article about the February 4, 2025 council meeting.

Mr. Gensemer added that Mr. Failor posted a favorable great working relationship with B.I.U. online. The timeline of permits for Blue Buffalo Tavern, LLC.

02-12-2025     Permit application received by BIU  
02-18-2025     Notification for corrections needed for inspection  
02-21-2025     Determination on 6 corrections needed for inspection

Mr. Gensemer stated that as long as the corrections were addressed and there were no life safety issues, a temporary Occupancy Permit can be issued for 30 – 60 days while the remainder of the corrections are made. Mr. Failor was pleased to hear that while the inspection requirements are being completed the Blue Buffalo Tavern will soon be able to receive a temporary Occupancy Permit to be able to open as a restaurant at 57 N. 2<sup>nd</sup> Street in Newport.

**GUEST:** Frank Campbell-NRPS  
**Ghost Sign Artwork Project**

NRPS received approval of a 15' x 20' "ghost sign" style artwork to be created on the side of the building located at 221 Market Street, which is adjacent to the Newport Borough office parking lot at the February 4, 2025 council meeting. The building is owned by Mike McNaughton with The Podium Awards as the business at that location. The artwork will be installed by Harrisburg artist, Jeff Copus, and the project is planned to be completed by August, 2025. This collaborative effort consisting of NRPS Downtown Main Street Committee, Perry County Economic Development Authority, Perry County Council of the Arts, and the building owner, Mike McNaughton, would all be collectively responsible for deciding the mural design together. This project would be funded through a grant from the National Endowment of the Arts. The contract has been signed and will feature historic businesses of Newport.

**(2) Under Counter Metal Bank Safes**

The safes that were donated to NRPS at the February 4, 2025 council meeting and were removed earlier today by Mr. Cambell.

**2025 Revised Newport Schedule of Events**

The revised 2025 Newport Schedule of Events was presented to council.

- ❖ June 7, 2025 Food Truck Festival and Newport in Bloom were combined.
- ❖ July 12, 2025 Movie was moved to the park.
- ❖ Cl'm Fickes added that all Street Closures have been approved.

**DATE            EVENT**

06-07-25 Discover Newport/Food Truck Festival  
06-14-25 Movies in the Park, Newport Veteran's Memorial Park (NVMP)  
07-12-25 Block Party on the Square; Movie in the Park  
07-27-25 to 08-02-25 Citizens #1 Fire Company 100<sup>th</sup> Anniversary Celebration  
08-05-25 National Night Out, NVMP  
08-09-25 Movies in the Park, NVMP  
10-04-25 Canal Day  
11-07-25 Ladies Night Out  
11-28 & 11-29-25 Black Friday/Small Business Saturday  
12-06-25 Christmas Tree Lighting

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Bucher to Approve the revised 2025 Newport Schedule of Events with the 7/12/25 Movie being held in the park. Motion carried.

Mayor Tice confirmed with borough council that all List of Events have been approved. With council's approval, NRPS expressed appreciation for the borough's cooperation.

**PUBLIC COMMENT:** None

**STREETS COMMITTEE REPORT:** Cl'm Fickes/Supervisor Harris

**Streets Report**

1. The storm manhole cover needs to be replaced at 4<sup>th</sup> & Oliver. Borrowed one from Sewer Authority. Need to order a new one. Installation will be in-house.

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Frownfelter to Approve Purchase of a manhole cover from LB Water for \$698.30 for 4<sup>th</sup> & Oliver. Motion carried.

2. Cleanup started at park removing fallen tree limbs and debris. Need date for turning water back on.  
*Addressed under Playground Committee Report*
3. Snowflake lights taken down today, March 4, 2025, and new banners put up.
4. Out of cold patch. Pennsy Supply did not return call. New Enterprise quoted around \$4,200.00 for a tri-axle load.

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Leach to Approve Purchase of a tri-axle load of cold patch from New Enterprise, up to \$4,500.00. Motion carried.

5. The new snowplow cutting edge for the GMC from Valk was the incorrect size and smaller than needed. Will exchange for the correct 8' length with cost being the same, at about \$130.00.
6. First brush pickup will be April 7, 2025.

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Halstead to Ratify the Purchase of 2 tires for the Ford F550 from Deimler's Tire Service, LLC, Shermans Dale in the amount of \$552.00. Motion carried.

**Re-visit Old Air Compressor**

Scrap price will be about \$50 – \$60. An offer came in to purchase the old air compressor for \$100.00. The air compressor is a towable diesel with a jack hammer. Would it be feasible to get a quote to fix it?

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Halstead to Rescind the Motion to scrap the air compressor and Motion to get a quote on how much it would cost to fix the air compressor. Motion carried.

**Fallen Trees: Front Street**

The borough has 10' Right-of-Way on Front Street along the railroad to clean up fallen trees that are on the ground. President Shope wanted to make known that it is only 10' of fallen trees on the ground. The Streets crew will chip the wood, but to save time and money for the borough, individuals who had requested to take some of the wood, have received authorization to remove the wood from the roadmaster. The solicitor asked if the boundaries are marked. They are not, but the Code Enforcement Officer stated he will mark the area in orange tomorrow.

**ENGINEER'S REPORT:** Phil Brath (not present, report submitted)

**Dirt, Gravel and Low Volume Road Grant Project Update**

**Drainage & paving improvements: Front Street, Borough Park parking lots, including swale along Railroad property**

- 1) Survey completed and draft drawings prepared with cross sections.
- 2) Drainage improvements will need to be developed to ensure proper drainage.
- 3) Ready to bid by the April 4, 2025 council meeting with bid opening in May.

**Market & 6<sup>th</sup> Street: HATS Curbs, Sidewalks & Drainage Improvements**

- 1) Design Field View meeting on site was held on 2/27/25 at 10:00 am.
- 2) Cl'm Halstead working through funding issues.
- 3) Working with PennDOT.

4<sup>th</sup> Street from Market to Fickes

- 1) Had meeting on Monday, 2/24/25, with PennDOT contract Project Manager and CDBG representative. Discussion included TIP funding, design and Letting requirements, etc.
- 2) TIP funding: \$520,000.00. Matching funds are secured.
- 3) Coordinating with CI'm Tami Halstead on curb ramps and sidewalk replacement design. Watching costs to determine if scaling work will be necessary.

Caroline & 6<sup>th</sup> Street

- 1) Visited site.
- 2) Need to determine a solution for underground drainage issue.
- 3) Engineer opinion: Need better collection and conveyance from top of street, including an improved swale to collect water.

**CODE ENFORCEMENT REPORT:** Jesse Babcock

1. 2 Warnings
2. 5 Parking Tickets issued: (2) parking ticket paid & (3) parking ticket not paid
3. 1 Letters of Violations sent: (0) Ten Day Notices & (1) Thirty Day Notice
4. 3 Property Citations issued.
5. Week of March 10, 2025 Final Notice Out of Compliance Letters being sent to landlords
6. 3 unpaid citations

Scarlett Elf – 31 N. 2<sup>nd</sup> Street

Owner would like to have a relative, dressed in a kilt, play bagpipes from 11:30 am – 12:30 pm on the sidewalk in front of the business on Saturday, March 15, 2025. Would like to make council aware, but there are no issues and no motions necessary on the part of the council.

**SOLICITOR'S REPORT:** Elizabeth Kramer; Salzmann Hughes, P.C.

**Blighted Property: 55 S. 2<sup>nd</sup> Street**

1. Reviewed files
2. Reviewed demolition quotes/telephone bids
3. One neighbor has shown concern about damage to her property when demolition occurs
4. Borough has completed process of sending Notice to Owner
5. Property is unsafe and dangerous
6. Building was secured
7. Had a Hearing at the municipal office in May, 2022
8. Demolition would require electricity to be turned off
9. Water, sewer, and electricity paid up to date

**Next Steps:**

1. File an Equity Complaint to the Court of Common Pleas
2. Equity Relief from court required to enter property
3. Upfront cost to demolish would be the responsibility of the borough
4. No figure for total cost of proceeding to file with the court for demolition
5. Solicitor would like to reach out to the former solicitor for clarification before filing with the court

**MOTION:** CI'm Frownfelter moved, seconded by CI'm Fickes to Approve the current solicitor reaching out to the former solicitor, Dissinger, and moving forward with filing with the court. Motion carried.

President Shope will confirm information on the draft complaint. The timeline has already been outlined.

**Records Destruction Resolution Policy**

An underlying resolution indicating the borough will follow the Municipal Records Retention Schedule needs to be approved first and then that resolution would be referred back to when destruction of documents needs to be done. A physical copy should be kept in the municipal office.

Resolution No. 04-2025, under New Business, will declare its intent to follow the Municipal Records Manual.

Council Vacancy

Solicitor will have comments addressing a council vacancy under New Business.

**APPROVAL OF THE MINUTES:** February 4, 2025 Regular Meeting Minutes

**MOTION:** Cl'm Fickes moved, seconded by Cl'm Halstead to Approve the February 4, 2025 Regular Meeting Minutes with the spelling correction of "Blighted" on page 4. Motion carried.

**TREASURER'S REPORT FOR DECEMBER:** Treasurer Damiano  
**Treasurer Damiano read the December Financial Report**

Newport Borough General Account balance March 1, 2025:	\$ 116,092.16
ACH Reality Transfer Tax: March 3, 2025	\$ 2,596.51
Deposit: March 4, 2025	\$ 45.00
Deposit: March 4, 2025	\$ 300.00
Outstanding bills presented for payment:	\$ 21,221.31
Estimated Income for balance of March: EIT: \$10,000.00; Tax Collector: \$40,000.00	\$ 50,000.00
Estimated Expenses for Balance of March:	\$ 29,184.02
Estimated Balance March 31, 2025:	\$ 118,628.34
Liquid Fuels Account Balance March 1, 2025:	\$ 43,805.69
ACH Liquid Fuels Deposit	\$ 44,913.87
Outstanding Bills presented for payment:	\$ 249.85
Estimated Expenses for balance of March:	\$ 1,500.00
Estimated Balance March 31, 2025	\$ 86,969.71

**MOTION:** Cl'm Fickes moved, seconded by Cl'm Frownfelter to approve March's Financial Report.  
Motion carried.

**APPROVAL OF MARCH'S BILLS TO DATE:** Treasurer Damiano

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Fickes to pay the March's bills presented for payment.  
Motion carried.

**SECRETARY'S REPORT:** Secretary Damiano

1. Attended 1 webinars and 1 on-site events. Have 4 upcoming webinars and 2 on-site events at this time.
2. Received Unclaimed Property check for \$30.00: (2) @ \$15-Newport Police Reports.
3. Set up PLGIT Dirt, Gravel & Low Volume Roads account.
4. AEI performed Energy Assessment and Facility Condition Assessment on 2/19/2025.
5. Selective Insurance Company of America (former insurance carrier) charged an additional \$434.00 due to the borough's Workers Compensation audit, paid on 2/4/2025. Had \$8.00 Prior Fee Balance was waived because there was no prior balance.
6. Google Calendar has been embedded into the borough website. No fees for the calendar.

**CODE ENFORCEMENT COMMITTEE:** Cl'm Bucher

1. Reviewed oral report with Jesse Babcock, Code Enforcement Officer.
2. Discussed Handicap Permit renewals.
3. Discussed Landlord/Tenant forms and procedures.

**ORDINANCE COMMITTEE:** Cl'm Leach

No meeting. No report.

**PLAYGROUND COMMITTEE REPORT:** Cl'm Halstead

The Ball Team meeting report was in the borough's packet for informational purposes.

Water at the park will be turned on for the bathrooms to be open April 1, 2025. Do not want to turn on before then in case there are freezing temperatures at night that could burst the pipes.

**Panic Bars**

The playground needs (2) new panic bars. One is on the borough door and the other is on the girls softball door. One door the panic bar came off and the other door has parts missing. This causes safety concerns. Cl'm Bucher's husband will check prices. Cl'm Halstead will bring back to next meeting.

Cl'm Fickes had concerns about the Streets door at the garage having had issues for a long time that were have not been addressed.

**FINANCE COMMITTEE REPORT:** Cl'm Frownfelter

1. SEK, our auditor, might be able to give the borough a multi-year contract to help with budgeting for the audit. The secretary will inquire.
2. Healthcare benefits: currently all family coverage is paid for by the borough. Might want to rethink the borough costs for the 2026 benefit year.
3. Electricity Rates: Constellation New Energy is the current electricity supplier @ \$.0555098 per kWh and is set to expire in 2026. Inquiry into when a renewal quote can be obtained, Environ Energy (Constellation) suggested that a new quote can be obtained mid-March. The borough secretary will follow up.

Mike Stoller, Mantis Innovation, gave a presentation to the Newport Borough Sewer Authority concerning how a procure reverse auction through a live online platform will have energy suppliers bidding against each other to compete for the Newport Borough, Water, and Sewer accounts collectively, even though each has their own contract currently through Environ. Representatives from all three were invited to attend the presentation. After the auction, a decision to accept or reject the bid would need to be made within 24 hours. The new quote given by the current supplier can be a guide during the bidding process. The auction company will be paid through the electric company so the borough will not be charged for the auction services, even if the borough determines not to accept the offer.

**WEBSITE/IT COMMITTEE REPORT:** Cl'm Fickes

Obsolete electronics and software have been disposed of appropriately. Will need to check to see if there is borough information on the old hard drive. Will bring back to council.

**MAYOR'S REPORT:** Mayor Tice

The mayor has been getting out into the community to talk with the local merchants. He walks around town at least twice a week. The mayor is the face of the borough to the people of Newport. The town has been quiet due to the cold weather. The 2025 List of Events gives many opportunities for the mayor and council to participate in town activities.

One of the newer merchants left, Love two Eat Farm Store. The Juniata Valley Winery will expand into this vacant space. Scarlet Elf, Newport Convenience, and Stain, Paint, Create are all newer businesses doing well. Working with each business directly at an event.

**OLD BUSINESS**

**MORE Grant**

AEI completed the ASHRAE Level II Energy Audit for \$5,500.00 and the Facility Conditions Assessment for \$3,500.00 on Wednesday, February 19, 2025. Awaiting the reports.

**Facility Conditions Assessment: Gutter connected to adjoining property**

During the borough building assessment, the assessor pointed out that Brother's Pizza has their downspout connected to the borough building gutter. President Shope stated this was for borough council awareness and research will be done to determine the history of the gutter connection. A photo of the downspout connected to the borough's gutter was displayed in the middle of the conference table as a visual.

**Perry County Planning Commission Picture Perry Municipal Project Considerations**

The Picture Perry Municipal Project Considerations for Newport needs to be ratified by borough council. All projects/action items will remain.

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Frownfelter to Ratify the Perry County Planning Commission Picture Perry Municipal Project Considerations form. Motion carried.

**Personnel Committee**

The new Personnel Committee will consist of President Shope, Cl'm Halstead, and Cl'm Frownfelter and will meet the 3<sup>rd</sup> Monday of the month at 7 pm.

**2025 Calendar of Events**

Cl'm Halstead presented a revised Newport Borough 2025 Events Calendar for council review and approval.

**MOTION:** Cl'm Fickes moved, seconded by Cl'm Bucher to Approve the 2025 Calendar of Events. Motion carried.

The Mayor suggested that the Code Enforcement Officer can ask businesses if they would like a copy of the 2025 Calendar of Events.

**PSAB Annual Conference: June 1-4, 2025; Hershey, PA**

Registration for the conference is open. Inform the borough secretary by the April 1, 2025 council meeting if you would like to attend. Early Bird Registration ends April 24, 2025.

**Unclaimed Property**

Covered under Secretary's Report.

**Cumberland Valley Volunteer Firefighters Association (CVVFA)**

Citizens Fire Company No. 1 of Newport, PA, will be both celebrating their 100<sup>th</sup> Anniversary and will be the host to the 124<sup>th</sup> Annual Convention during the week of July 27 – August 2, 2025. Newport Borough approved at the February 4, 2025 council meeting to sponsor a full-page ad in the Convention/Ad Book. The design needs to be submitted by June 1, 2025.

**Vehicle and Traffic Ordinance Update**

Cl'm Fickes asked about the update to Vehicle and Traffic Ordinance. Currently, the fines cannot be adjusted due to being in the ordinance. Cl'm Fickes feels this is hurting the borough and he offered to assist the ordinance committee. All they have to do is reach out to him.

Cl'm Halstead did not want to be disrespectful to the former ordinance committee, but with the former version rescinded, the 34 pages need to be reviewed line by line, not just updating the fines. Cl'm Leach added that she looked over the code book and there are a lot of details to this ordinance. In conclusion, the Ordinance Committee will review the Vehicle and Traffic Ordinance.

## **NEW BUSINESS**

### **Resolution No. 05-25: Approving Liquor License Transfer into Newport: Blue Buffalo Tavern, LLC**

As per the directive of the Pennsylvania Liquor Board letter to Blue Buffalo Tavern LLC, dated February 4, 2025, Frank Sluzis, attorney representing Don Failor, owner of Blue Buffalo Tavern, LLC, contacted the borough via email requested that Resolution No. 18-24 be amended to indicate that municipal approval was granted to Blue Buffalo Tavern LLC as Don Failor is the sole member of the LLC.

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Fickes to Rescind Resolution #18-24 and Replace with Resolution #05-25, Approving Liquor License transfer from Duncannon to Newport for Blue Buffalo Tavern, LLC. Motion carried.

### **Resolution No. 04-25: Intent to Follow Disposition of Records in the Municipal Records Manual**

As recommended by the borough solicitor, passing a resolution declaring its intent to follow the schedules for retention and disposition of records as set forth in the Municipal Records Manual would be the basis for future resolutions of destruction of municipal documents by referring back to this resolution as approved by council.

**MOTION:** Cl'm Fickes moved, seconded by Cl'm Bucher to Approve Resolution #04-25 Intent to Follow Dispositions of Records in the Municipal Records Manual. Motion carried.

### **Ratify Amity Enterprises invoice for Emergency Water Pipe Repair 2<sup>nd</sup> Street: 2/17/25: \$500.00**

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Fickes to Approve to Ratify Amity Enterprises invoice for the 2/17/25 emergency water pipe repair for \$500.00. Motion carried.

### **Borough Office Heater Repair**

The larger double electric baseboard heater is not functioning in the borough office's main room where the secretary is located. There is no heater behind the filing cabinet., The credenza was moved from the front window that has a baseboard heater to the side where the heater is not operating in order for the remaining heaters to circulate the heat.

H.M. Flickinger & Sons came out to evaluate the heater. A new low voltage heat relay needs to be installed. A new shorter baseboard heater would need to be installed if the credenza is to remain where it now is located. A quote for a new heat relay and a 6' electric baseboard heater plus labor would be \$533.50.

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Bucher to Approve H.M. Flickinger & Sons to install a White Rodgers heat relay-\$245.50 and a 6' white electric baseboard heater-\$168.00 in addition to the cost of labor-\$120.00 for a total price of \$533.50. Motion carried.

Cl'm Fickes will contact Flickinger & Sons.

### **EMS Restructure**

Cl'm Frownfelter explained the Emergency Medical Services (EMS) would like to restructure into a combined countywide service model. The Perry County EMS Advisory Board Meeting will be held Tuesday, April 22, 2025, 7 pm at the Perry County Courthouse, New Bloomfield, PA. All are invited to attend.

### **Post Office Mailbox**

Complaints have been received concerning parking in front of the post office blocking access to the outside mailbox and unauthorized extended parking in the 10-minute zone in front of the post office. Cl'm Fickes will check the length of the yellow curb in front of the post office.

### **Handicap Sign & Permit #**

Cl'm Leach discussed removing the handicap sign from permitted spots but leaving the permit # sign to be less confusing. Cl'm Fickes explained that if the handicap sign is removed, the borough loses the ability to legally tow, and the police cannot ticket.

### **Citizen's Fire Company #1 Annual Banquet: April 25, 2025**

All council members and a guest are invited to attend the annual fire company banquet to be held Friday, April 25, 2025 beginning at 6 pm. Just need to RSVP. Attending would show interest and support for the fire company.

**2025 Liquid Fuels Allocation from PennDOT**

The 2025 Liquid Fuels Allocation of \$44,913.87 was deposited via ACH on March 3, 2025 into the State Aid account.

**PennDOT Traffic Counting on Municipally Owned Roads**

PennDOT sent a notice that they will perform a Traffic Count on Dock Street, between SR4008 & Locust Street, within March 3, 2025 – November 20, 2025 and will be performed by National Data and Surveying Services, Inc., a vendor on the Department of Transportation (PennDOT) Traffic Engineering Data Count Services Contract (RFP 3523R09).

**Council Member Resignation Letter**

Cl'm Billie Dudley submitted her resignation letter, dated February 23, 2025, to the Newport Borough Council.

Solicitor Kramer stated that the borough has 45 days to accept the resignation letter. Council does not need to accept the resignation letter at this meeting but can accept the resignation letter at the April 1, 2025 meeting, which would give the borough 30 days more to fill the vacancy.

**MOTION:** Cl'm Leach moved, seconded by Cl'm Bucher to Accept the Resignation of Cl'm Billie Dudley. Cl'm Fickes requested a Roll Call.

**Yeas:** Greg Shope, Tami Halstead, Barbara Leach

**Neas:** Christian Fickes, Mary Bucher, Penny Frownfelter

Mayor Tice broke the tie with a Nay explaining that the council should take their time to consider their options.

**Final Vote:** (3) Yeas (4) Neas

Council did not approve the resignation of Cl'm Billie Dudley. The resignation will be added to the April 1, 2025 council meeting.

**Communications**

1. Water Authority Minutes and Financial Reports: January 13, 2025
2. Newport Borough Municipal Authority Minutes: January 23, 2025
3. Newport School District musical: Disney's High School Musical: Playbill Advertisement request
4. Ball Teams/Borough Meeting
5. Join Hands Ministry, Inc.

**Next Meeting Date:** Tuesday, April 1, 2025 Regular Meeting at 7 pm

**ADJOURNMENT:** Cl'm Fickes moved, seconded by Cl'm Frownfelter to adjourn at 9:05 p.m. Motion carried.

Respectfully Submitted,

Shelly Damiano,  
Secretary/Treasurer