

NEWPORT BOROUGH COUNCIL
REGULAR MEETING MINUTES
July 1, 2025

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

OTHERS PRESENT: Newport Borough Secretary Shelly Damiano, ,
Elizabeth Kramer-Municipal Solicitor, Borough Engineer Phil Brath
Tim Atherton, Newport Lions Club
Frank Campbell-Newport Revitalization Preservation Society (NRPS)

ABSENT: Mayor Stephen Tice

President Shope requested Cl'm Frownfelter to lead the Pledge of Allegiance.

President Shope announced that the meeting was being recorded.

AMENDMENTS TO THE AGENDA: Clerical Correction to state:

Under Communications: #2 Newport Borough Water Authority Minutes: May 12, 2025

GUEST: Tim Atherton, Newport Lions Club

Commemorative Bench in Memory of Jeff Mattern

A photo of the bench to commemorate the memory of Jeff Mattern was displayed for council to review. There will be a plaque affixed to the bench and the bench will be placed by the fence at the Billy Cox field at Veterans Memorial Park, secured to a concrete base. The bench that was removed from the Square on 2nd Street by the Streets Department will be relocated to the park by the concession stand. Frank Campbell, NRPS, and Cl'm Halstead, Playground chair, will coordinate the installation and schedule to install both benches before the fire company's 100th Anniversary Celebration the last week of July – August 2, 2025.

Jamison Magaro, Newport School District was unable to attend to discuss the 5th Street Paving Project. Will resubmit to the borough revised ideas.

PUBLIC COMMENT:

Frank Campbell-NRPS & Perry County Commissioner

Ghost Sign Artwork Project update

15' x 20' "ghost sign" style artwork; 221 Market Street owned by Mike McNaughton, adjacent to the Newport Borough office parking lot. Artwork by Harrisburg artist, Jeff Copus. Collaborative effort of NRPS Downtown Main Street Committee, Perry County Economic Development Authority, Perry County Council of the Arts, and the building owner, Mike McNaughton.

Final Design: Reider's Ferry (crème lettering) – Reidersville (shadowed overlay) – Newport (overlaid in blue)

History of Final Design: Reider family operated a ferry on the Juniata River; Reidersville is the original name of the town; renamed Newport after construction of the Pennsylvania Canal

The artist was at the site yesterday and will be completed by July 11, 2025.

STREETS COMMITTEE REPORT: Cl'm Fickes

Streets Department Supervisor, Cody Harris, submitted a Streets Report for council to review.

Walnut & 3rd Street inlet collapse: Still sitting. Currently it has been coned off. Will need stonework and a complete rebuild.

School Projects-5th Street Repaving Project: The school will resubmit new plans to the borough.

4th & Gantt Street Accident: Dollar General 53' Tractor Trailer

On June 26, 2025 a 53' Dollar General Truck destroyed 3 of the borough street signs at 4th & Gantt and Peach & Gantt. A resident has video evidence of the accident. No police report was filed. Cl'm Fickes reviewed the damage, acquired the truck #, and spoke with Dollar General at the corporate level. The borough is to be reimbursed for the cost of the signs and the man hours of replacement of street signs.

Fire Company's 100th Anniversary Celebration

The new planters have been placed in the Square and in front of the borough office. The firefighter banners will be put up tomorrow. Sweeping and painting has begun in preparation for the celebration and parade. A thank you was expressed to Cl'm Halstead, Playground Committee Chairwoman, for her help in preparations for the upcoming firefighters parade, by helping Streets Supervisor, Cody Harris, determine sign placement.

Dirt, Gravel, and Low Volume Road Grant Project Update: Cl'm Halstead/Municipal Engineer Phil Brath
The project is moving along. Additional funding has been requested for the drainage, access road, base repair, parking lot, and engineering for an additional \$47,363.00 to the original \$181,000.00 grant. The grant will pay 100% of the additional cost, but the hurdle is the borough will not get paid back until next June, 2026.

\$90,000.00 has already been deposited into a separate Dirt, Gravel, & Low Volume Roads PLGIT account. An additional 20% of \$90,000.00, \$35,407.50, will be given to the borough this year for the project. The remainder, \$54,592.50, will be held until June, 2026. The \$54,592.50 + the additional funding amount of \$47,363.00 totaling \$101,951.50 is the amount of the delayed release of remaining grant funds until June of 2026.

President Shope was concerned if Perry County Conservation District was sure they were going to receive that funding next year to in turn, pay the borough next year.

MOTION: Cl'm Halstead moved, seconded by Cl'm Fickes to Accept the \$47,363.00 in Additional Funding for the Dirt, Gravel, and Low Volume Road Grant from Pery County Conservation District and to Pay the difference from the Reserve Account until next year. Motion carried.

PennDOT Automated Red Light Enforcement Transportation Enhancements Grant Program (ARLE):

Municipal Engineer Phil Brath

The ARLE Grant application has been submitted for \$83,000.00, which includes \$15,000.00 in design, engineering, and bidding. Will need to wait until September and there are no guarantees.

CODE ENFORCEMENT:

Code Enforcement/Zoning Officer position

Secretary Damiano stated that Indeed now required proof of ownership of the company placing an ad. The borough status was confirmed and the ad for F/T Code Enforcement/Zoning Officer is now live and active on Indeed.

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

Blighted Property: 55 S. 2nd Street

The secretary received a photo from Tom Delp, the demolition contractor of 55 S. 2nd Street, of the property now being an open clear lot. The June B.I.U. Inspections Report identifies the Permit for the demolition of 55 S. 2nd Street indicating a Demo Inspection date of June 18, 2025.

Sidewalk Project on 849 Draw Down Loan:

The solicitor stated that Sam Wiser of Salzman Hughes is working on the Request For Proposal (RFP) and the necessary Draw Down Loan documentation for the borough.

Sunnova Energy International Inc. Chapter 11 Bankruptcy Case: Newport Borough "party in interest"

Solicitor reviewed the documents and no action from the borough is necessary at this time. The secretary noted that additional documents concerning Sunnova Energy were received by the borough office.

APPROVAL OF THE MINUTES: June 17, 2025 Regular Meeting Minutes

Due to the June 17, 2025 Council Meeting being held the day before the secretary was going on vacation and just returning to work yesterday, June 30, 2025, the approval of the June 17, 2025 meeting minutes have been tabled until August 6, 2025 Council Meeting.

TREASURER’S REPORT FOR JULY: Treasurer Damiano

Treasurer Damiano read the July Financial Report

Newport Borough General Account balance July 1, 2025: \$ 275,999.43

Deposit: July 1, 2025 \$ 1,184.83

Outstanding bills presented for payment: **\$ 13,153.95**
Ck #'s 32758 - #32773

Estimated Income for balance of July: \$ 11,438.15
June Reality Transfer Tax \$1,438.15
EIT \$10,000.00

Estimated Expenses for Balance of July: **\$ 29,123.67**

Estimated Balance July 31, 2025: \$ 246,344.79

Liquid Fuels Account Balance July 1, 2025: \$ 82,161.02
Outstanding Bills presented for payment: **\$ 81.79**
Estimated Expenses for balance of July: **\$ 1,500.00**
Estimated Balance July 31, 2025 \$ 80,579.23

MOTION: Cl’m Halstead moved, seconded by Cl’m Bucher to approve July’s Financial Report.
Motion carried.

APPROVAL OF BILLS: Treasurer Damiano

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

SECRETARY’S REPORT: Secretary Damiano

1. Attended 0 webinars and 0 on-site events.
2. Terminated Code Enforcement officers, Jesse Babcock and Michelle Tice, from Isolved payroll.
3. Requested the Ingersoll Rand Air Compressor be removed from the Commercial Inland Marine Coverage Supplemental Declarations Contractors Equipment Coverage.
4. No update on Unclaimed Property Claim for Johnson Controls Inc. on May 30, 2025.
5. Received final Value Notifications for borough owned properties:
Borough Office-231 Market Street
Borough Garage-100 Shrub Alley
Veteran’s Memorial Park-Location Unassigned
Park/Additional Property-N. Front Street

CODE ENFORCEMENT COMMITTEE: Cl’m Bucher
No Report

ORDINANCE COMMITTEE: Cl’m Zentichko
No Report

PLAYGROUND COMMITTEE REPORT: Cl’m Halstead
No Report

FINANCE COMMITTEE REPORT: Cl’m Frownfelter
No Report

WEBSITE/IT COMMITTEE REPORT: Cl’m Fickes
Disabled plug-in on website until further notice.

PERSONNEL COMMITTEE: Cl'm Shope

Job Performance/Duties List for Secretary/Assistant Secretary

Cl'm Halstead presented a new Job Performance/Duties List for Secretary/Assistant Secretary to council for review.

MOTION: Cl'm Halstead moved to Approve the Job Performance/Duties List for Secretary/Assistant Secretary, subject to change from time to time by borough council. No second was offered for the motion. Cl'm Frownfelter stated the policy did not need voted on to be in effect, only the events.

MOTION: Cl'm Frownfelter moved and Cl'm Fickes seconded to encourage to attend Perry County Chamber of Commerce Events and/or other events, but employees will not be on paid time. Motion carried.

Employee Policy: Drugs and Alcohol

Table, as Personnel Committee meeting was cancelled.

MAYOR'S REPORT: Mayor Tice: not present to give report

OLD BUSINESS

MORE Grant (Municipal Opportunities for Retrofits and Energy Efficiency): Secretary Damiano

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.

The grant will pay for engineering based on recommendations from the audit. Phil Brath, the municipal engineer, does not specialize in this type of engineering, but recommended reaching out to Green Building Engineers, 2548 Brandywine Lane, York, PA 17404. Secretary requested approval to contact Green Building Engineers.

MOTION: Cl'm Fickes moved Cl'm Bucher seconded to Approve for the secretary to contact Green Building Engineers concerning the MORE Grant recommendations. Motion carried.

Environ Energy: Updated Power Pricing

Cl'm Frownfelter would like to know the cost for early termination, how long are these prices locked in for, and why not a longer contract? The secretary will contact Environ Energy for the responses. Cl'm Frownfelter made a motion to move forward on the process, pending answers to the above questions, as follows:

MOTION: Cl'm Frownfelter moved Cl'm Halstead seconded to Approve WGL Energy for 60 Months, assuming no penalty for termination, at .06986, but if a significant penalty, Approve 32 months, with the Water Authority and the Sewer Authority agreeing also in order to get a better rate. Motion carried.

EMS Advisory Board update

The EMS Advisory Board will hold their next meeting on July 24, 2025, 7 pm – 8 pm, at the 911 Center. Cl'm Halstead and Cl'm Frownfelter plan to attend.

Mulberry Street Project Storm & Inlets: Small Water & Sewer Grant: Jacob Zentichko

No updates

NEW BUSINESS

Reimbursement for Handicap Permit Parking #9: July – December: \$50.00

Handicap Permit Parking #9, Dena Weidenhof, is now deceased. The son, Michael Weidenhof, can be reimbursed, per pro-rated amount, for July – December, 2025.

MOTION: Cl'm Fickes moved Cl'm Halstead seconded to Approve the reimbursement for Permit Parking #9 from July – December 2025 in the amount of \$50.00, payable to the son, Michael Weidenhof. Motion carried.

In the future, contact the Chairman of Streets or the President of Council before a Handicap Permit Parking sign is removed.

Flood Plain Administrator

MOTION: Cl'm Fickes moved Cl'm Leach seconded to Appoint Cl'm Tami Halstead as Newport Borough Flood Plain Administrator. Motion carried.

Energy Solicitations

Cl'm Leach wanted council to be aware that unauthorized energy solicitations, posing as PP&L, were in Newport Borough. She confirmed with the borough office that no one completed a Peddler's Permit from this energy company.

Flag Donations

Gwyn Smith donated (4) flags to Newport Borough:

- (2) United States of America flags
- (1) Pennsylvania State flag
- (1) POW MIA flag

Communications

1. Newport Borough Water Authority Minutes and Financial Reports: May 12, 2025
2. Newport Borough Municipal Authority Minutes: May 22, 2025
3. Borough of Newport: 2025 Final Value Notification
 - Borough Office: 231 Market Street
 - Borough Garage: 100 Shrub Alley
 - Veteran's Memorial Park: Location Unassigned
 - Park/Additional Property: N. Front Street

Next Meeting Date: Wednesday, August 6, 2025 Regular Meeting at 7 pm

There will be No Streets Committee Meeting on Tuesday, July 22, 2025. Cancelled.

ADJOURNMENT: Cl'm Fickes moved, seconded by Cl'm Halstead to adjourn at 8:34 p.m. Motion carried.

Respectfully Submitted,

Shelly Damiano,
Secretary/Treasurer