

NEWPORT BOROUGH COUNCIL
REGULAR MEETING MINUTES
August 6, 2025

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

OTHERS PRESENT: Newport Borough Secretary Shelly Damiano, ,
Elizabeth Kramer-Municipal Solicitor
Bruce Psaras, Roseann Kinter

ABSENT: Cl'm Mary Bucher, Borough Engineer Phil Brath

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

President Shope announced that the meeting was being recorded.

AMENDMENTS TO THE AGENDA:

Under Streets: Fire Company Decorations from the 100th Anniversary Celebration

GUEST: None

PUBLIC COMMENT: Rosann Kinter came to observe.

STREETS COMMITTEE REPORT: Cl'm Fickes

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

Cl'm Fickes will check for a quote for a sweeper unit that hooks to the new Kioti tractor, as stated in Supervisor Harris' Streets report.

Newport Borough now owns the 9 planters that were purchased for the fire company's 100th anniversary celebration. A suggestion was made to purchase mums in the fall, October/November, for the planters. The planters can be stored in the old kitchen at the park for the winter months.

Walnut & 3rd Street inlet collapse: No update. Still being monitored. Will need taken apart and rebuilt.

School Projects-5th Street Repaving Project: Dropped from the agenda. Council does not want to pursue.

Dirt, Gravel, and Low Volume Road Grant Project Update: Cl'm Halstead

Front Street looks so much better. The Milling, Paving and Drainage Improvements Contract: \$168,632.50 and the Tree Trimming, Clearing and Grubbing Contract: \$15,660.00, were reviewed by Phil Brath, municipal engineer, Gibson-Thomas Engineering. Both contracts were performed by G & R Charles Excavating Ltd. The total cost of the 2 contracts is \$184,292.50. Cl'm Halstead would like to speak to the Conservation District to check on any changes toward reimbursement due to less than the \$47,000.00 of additional grant funds are needed to complete the project. Cl'm Halstead added that she is working on closing out the project and grant.

Payment to G & R Charles Excavating Ltd. can be paid using funds from the PLGIT Dirt, Gravel & Low Volume Roads account and the PLGIT Reserve account.

The grant will pay 100% of the project. The initial 50% of grant funds in the amount of \$90,882.50 were deposited into the PLGIT Dirt, Gravel & Low Volume Roads account on January 21, 2025. An additional 20% of grant funds is due to be given to the borough in 2025 and the final installment of the grant will be received by the borough in June, 2026. The Reserve account will be replenished when the grant reimbursements are received.

MOTION: Cl'm Halstead moved, seconded by Cl'm Fickes to pay G & R Charles Excavating Ltd. \$184,292.50 using the PLGIT Dirt, Gravel & Low Volume account and the PLGIT Reserve account. Motion carried.

Frank Campbell was not present but wanted to convey a Thank You to Newport Borough Council for their support and cooperation.

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, but no police report was filed, therefore Dollar General will take no action on reimbursing the borough for the cost of the signs, which was under \$200.00. Any future incidents will need a police report and documented with photos of everything.

GMC fuel pump

The cost of GMC fuel pump is \$360.82 from Fisher Brothers, with the pump being replaced in-house.

MOTION: Cl'm Halstead moved, seconded by Cl'm Frownfelter to Purchase the fuel pump for the 2013 GMC in the amount of \$360.82. Motion carried.

Kirby Kitner invoices

\$9,403.75: Dock Street sink hole
\$3,075.00: 159 S. 2nd Street storm box repair

Kirby Kitner invoices total \$12,478.75.

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Leach Approved to pay the Kirby Kitner invoices for a total of \$12,478.75 from the General Fund. Motion carried.

Fire Company Decorations from the 100th Anniversary Celebration

The fire company is donating the fire company decorations from the 100th Anniversary Celebration to the borough. A suggestion would be to give the decorations to NRPS (Newport Revitalization Preservation Society). Cl'm Frownfelter agreed with the suggestion along with the other council members present.

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

Municipal Engineer Phil Brath: Not Present; No Report
The ARLE Grant application had been submitted for \$83,000.00, which includes \$15,000.00 in design, engineering, and bidding. Determinations will be in September and there are no guarantees.

CODE ENFORCEMENT COMMITTEE: Cl'm Bucher: Not Present; No Report

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

Blighted Property: 55 S. 2nd Street

A praecipe to withdraw the complaint by the borough will be filed. Any disputes the neighboring property owners may have with 55 S. 2nd Street will need to be addressed with their attorneys.

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. President Shope will give the solicitor the additional Sunnova Energy International Inc. Claims Processing documents that were received this month for review.

Fees for Zoning Hearing Board

The solicitor stated that the fees for the Zoning Hearing Board is used to recoup costs associated with the Notice advertising and clerical but cannot be used to recoup attorney or engineering fees.

EXECUTIVE SESSION: Personnel: Code Enforcement Position & Employee Lunch Break Memo

MOTION: Cl'm Fickes moved, seconded by Cl'm Frownfelter to enter into Executive Session at 7:34 pm. Motion carried.

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Fickes come out of Executive Session at 8:18 pm. Motion carried.

MOTION: Cl'm Halstead moved, seconded by Cl'm Leach to Hire Bruce Psaras as Newport Borough Code Enforcement/Zoning Officer Part Time, 25 hours a week, up to 30 hours per week, at a rate of \$17.00 per hour. Motion carried.

CODE ENFORCEMENT:

Code Enforcement/Zoning Officer position has been filled.

APPROVAL OF THE MINUTES: June 17, 2025 and July 1, 2025 Regular Meeting Minutes

MOTION: Cl'm Halstead moved, seconded by Cl'm Fickes to Approve June 17, 2025, amended by correcting the word "high school" on Page 2 under School Project-5th Street repaving quote, and July 1, 2025 Meeting Minutes. Motion carried.

TREASURER'S REPORT FOR AUGUST: Treasurer Damiano

Treasurer Damiano read the August Financial Report

Newport Borough General Account balance August 1, 2025: \$ 254,544.38

ACH Deposit: August 1, 2025 Reality Transfer Tax \$ 2,717.05

Deposit: August 6, 2025 \$ 1,011.87

Outstanding bills presented for payment: \$ 20,090.58

Ck #'s 32779 - #32797

Includes PIB Loan Payoff: \$8,587.03

Estimated Income for balance of August: \$ 9,950.00

EIT \$6,750.00; Tax Collector: \$1,500.00

Perry County Tax Claim Bureau: \$1,700.00

Estimated Expenses for Balance of August: \$ 25,059.21

Kirby Kitner Excavating: \$ 12,478.75

1) 159 S. 2nd Street Storm Box Repair \$3,075.00

2) Dock Street Sink Hole \$9,403.75

Estimated Balance August 31, 2025: \$ 210,594.76

Liquid Fuels Account Balance August 1, 2025: \$ 80,626.63

Outstanding Bills presented for payment: \$ 1,559.37

Estimated Expenses for balance of August: \$ 00.00

Estimated Balance August 31, 2025 \$ 79,067.26

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Leach to approve August's Financial Report. Motion carried.

APPROVAL OF BILLS: Treasurer Damiano

Includes PIB Loan Payoff: \$8,587.03

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

SECRETARY’S REPORT: Secretary Damiano

1. Attended 2 webinars and 0 on-site events.
2. No update on Unclaimed Property for the borough from Johnson Controls Inc.
3. Updated check signers to Orrstown Bank & PLGIT accounts to include Jacob Zentichko.
4. Comcast accounts renewal information given to Finance Committee for review.

ORDINANCE COMMITTEE: Cl’m Zentichko

No Report

PLAYGROUND COMMITTEE REPORT: Cl’m Halstead

No Report

FINANCE COMMITTEE REPORT: Cl’m Frownfelter

<u>Comcast Renewals</u>	<u>Current</u>	<u>Option #1</u>	<u>Option #2</u>
Borough Office	\$269.06 (500 Mbps)	\$234.94 (500 Mbps)	\$194.94 (300 Mbps)
Borough Garage	\$102.94 (150 Mbps)	\$104.94 (150 Mbps)	
Borough Park	\$102.94 (150 Mbps)	\$104.94 (150 Mbps)	

Finance Committee reviewed the Option #1 renewal rates. Cl’m Fickes, IT Committee chairman, recommended reducing to 300 Mbps for the needs of the borough office internet, which would also be an additional savings in cost.

MOTION: Cl’m Frownfelter moved, seconded by Cl’m Fickes to Approve the Comcast Renewals: \$194.94: Borough Office: 300 Mbps; \$104.94: Borough Garage: 150 Mbps; \$104.94: Borough Park: 150 Mbps
Motion carried.

Health Benefit Premiums

Currently, the borough covers the entire cost of health insurance for all full-time employees and, if applicable, their families. A comparative spreadsheet was distributed to compare possible options for 2026:

- 1) Continue to pay entire premium
- 2) Employee pays a percentage of entire premium
- 3) Pay entire premium for employee only and a percentage of remainder of monthly cost, if covering additional family members

Will revisit Health Benefit Premium options at the next council meeting on September 2, 2025.

WEBSITE/IT COMMITTEE REPORT: Cl’m Fickes: No Report

PERSONNEL COMMITTEE: Cl’m Shope: No Report

MAYOR’S REPORT: Mayor Tice

2 Permits issues: (1) Sign Permit & (1) Building Permit: garage wall rebuild

- 1) Received complaints on parking and broken-down vehicles
- 2) Presented the commendation to Citizen’s Fire Company No. 1 (Newport Fire Company) from Newport Borough. Cl’m Halstead was able to create the certificate, and President Shope was able to sign the document.

OLD BUSINESS

MORE Grant (Municipal Opportunities for Retrofits and Energy Efficiency): Secretary Damiano: No Update
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.

Environ Energy: Updated Power Pricing approval

Cl'm Frownfelter read the previous motion approved on July 1, 2025 that Approved WGL Energy for 60 Months at .06986 only if there was no penalty for termination, but if there is a significant penalty, the Approval is for 32 months with WGL Energy, with the Water Authority and the Sewer Authority agreeing to the same terms also in order to get a better rate for all 3 entities.

Pricing is only good for the same day as quoted. Alonzo Miles, Environ Renewal Manager, suggested that the council approve the price with +/- pf \$0.003 from today to tomorrow's quote to allow for wiggle room in case of any market fluctuations. Today, August 6, 2025, the quote is 32 months @ \$0.06975 from Smartest.

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Fickes to Approve 32 months with WGL Energy with +/- pf \$0.003 from tomorrow's (Thursday, August 7, 2025) quote for any market fluctuations. Motion carried.

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

No full evaluation. More will be known either late this year or early next year.

2nd Street Bridge Rehabilitation with Oliver Twp.

R. Samuel Miller, CPA, CGFM, Chief Financial Executive for Perry County, PA sent an email update on the 2nd Street Bridge Rehabilitation with Oliver Twp. Newport Borough is responsible for 1.25% share of cost, estimated to be \$11,200.00 of the \$896,000.00 construction cost (also estimated). Newport Borough's current share of preliminary engineering is \$84.29, but invoicing won't be sent until later this fall.

NEW BUSINESS

Ratify approval for SEDA-COG to solicit for RFP's from Engineering Firms for quotes for the SR 849 Sidewalk Project

MOTION: Cl'm Frownfelter moved Cl'm Halstead seconded to Ratify approval for SEDA-COG to solicit for RFP's from Engineering Firms for quotes for the SR 849 Sidewalk Project. Motion carried.

2025-2026 Winter Maintenance Agreement with PennDOT

MOTION: Cl'm Frownfelter moved Cl'm Zentichko seconded to Approve entering into the 2025-2026 Winter Maintenance Agreement with PennDOT. Motion carried.

Trinity Solar: Peddler's Permit Application: Requesting (1) Year Permit

The request for a (1) year Peddler's Permit cannot be granted due to the fact that the current Ordinance states per person, per day fee. Ordinance Committee will review.

Homecoming Parade October 10, 2025 @ 6:00 pm

MOTION: Cl'm Frownfelter moved Cl'm Halstead seconded to Approve the Homecoming Parade for Friday, October 10, 2025, beginning at 6:00 pm. Motion carried.

MRM Property & Liability Renewal

MRM Property & Liability will automatically up the values 5%. Cl'm Fickes, Streets Committee chairman reviewed and approved the Equipment list for the renewal.

PSAB Fall Leadership Conference

The PSAB Fall Leadership Conference will be held October 3-5, 2025 at State College.

Community Yard Sale in September/October

Cl'm Leach brought up the idea of having a Fall Community Yard Sale in September/October. Council does not sponsor any events.

Ratify Change of National Night Out location to the Square & Street Closures, Tuesday, August 5, 2025

A phone vote was taken to change the location of National Night Out from the VMP Park to the Square for Tuesday, August 5, 2025. Street closures relating to the change of location will also need to be approved.

MOTION: Cl'm Frownfelter moved Cl'm Fickes seconded to Ratify the Change of location to the Square for National Night Out on Tuesday, August 5, 2025 and associated Street Closures. Motion carried.

Communications

1. Newport Borough Water Authority Minutes and Financial Reports: June 26, 2025
2. Newport Borough Municipal Authority Minutes: June 9, 2025

Next Meeting Date: Tuesday, September 2, 2025 Regular Meeting at 7 pm

ADJOURNMENT: Cl'm Fickes moved, seconded by Cl'm Halstead to adjourn at 8:59 p.m. Motion carried.

Respectfully Submitted,

Shelly Damiano,
Secretary/Treasurer