

**NEWPORT BOROUGH COUNCIL
MID-MONTH BUDGET MEETING MINUTES
October 21, 2025**

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

OTHERS PRESENT: Newport Borough Secretary Shelly Damiano

ABSENT: Cl'm Christian Fickes; Mayor Stephen Tice

President Shope led the Pledge of Allegiance.

President Shope announced that the meeting was being recorded.

AMENDMENTS TO THE AGENDA: None

GUEST: None

PUBLIC COMMENT: None

APPROVAL OF OCTOBER MID-MONTH BILLS TO DATE: Treasurer Damiano

TOTAL	CHECK #'S	FUND
\$2,663.41	Ck #32854 – Ck #32863	General Fund
\$ 89.24	Ck #917	State Aid Liquid Fuels Fund

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

APPROVAL: Citizens Fire Company No. 1, Newport, PA: \$19,091.70

As per letter received on September 24, 2024 from Citizens Fire Company No. 1 of Newport, PA, 2025 fire protection is \$19,091.70.

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Leach to Approve \$19,091.70 to Citizens Fire Company No. 1 of Newport, PA for 2025 fire protection. Motion carried.

APPROVAL: Zoning Hearing Board Stipends: \$125.00 x 3 members = \$375.00 Total
2025 Zoning Hearing Board: Paddi Sharar, Chairwoman; Eugene Alex; Kevin Sharar

Cl'm Halstead thought that the stipend payments should wait until the end of the year when the year of service was complete, but other council members stated that there are no pending Zoning Hearings for the remainder of the year so why wait.

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Zentichko to Approve \$125.00 stipend to each Hearing Board Member for a total of \$375.00. Motion carried.

APPROVAL: PA State Association of Boroughs 2026 Memberships: \$267.00 Total

\$ 30.00	2026 Borough Councils Association Dues
\$237.00	2026 Borough Membership Dues

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Bucher to Approve \$267.00 total to PA State Association of Boroughs for 2026 Membership dues of \$30.00 for Borough Councils Association and \$237.00 for Borough Membership. Motion carried.

APPROVAL: Association of Mayors of the Boroughs of PA 2026 Membership: \$60.00

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Leach to Approve \$60.00 to Association of Mayors of the Boroughs of PA for 2026 Membership dues. Motion carried.

OLD BUSINESS: None

NEW BUSINESS

SEDA-COG Agreement for SR 849 Sidewalk Project: Cl'm Halstead

Council received a copy of the SEDA-COG letter of the selected Project Engineer for the Newport Borough Curbs and Sidewalks SR 849 project chosen from the 5 Request for Proposal (RFP) received. Gibson-Thomas Engineering with Phil Brath as Project Engineer was the firm and project engineer who received the Notice of Award, was the lowest bidder.

Cl'm Halstead reiterated that selection of the Project Engineering for the Curbs and Sidewalks SR 849 Engineering was voted on and approved at the last meeting on October 7, 2025. Council needs to approve the Agreement for Professional Engineering Services for Newport Borough Curbs and Sidewalks SR0849 in order for the Project Engineer to begin being paid for services on the project, out of the CDBG funds.

MOTION: Cl'm Halstead moved, seconded by Cl'm Frownfelter to Approve the SEDA-COG Agreement For Professional Engineering Services for the Newport Borough Curbs and Sidewalks SR0849 project. Motion carried.

BUDGET

Liquid Fuels (ACT 655) 2026 Allocation: \$43,259.13

Pennsylvania Department of Transportation (PennDOT) Notice of Estimated Allocation of Municipal Liquid Fuels and Turnback for 2026 of \$43,259.13 notification was distributed to council in preparation for discussion of the 2026 Liquid Fuels Budget that followed.

A proposed 2026 Liquid Fuels Budget was distributed to council to review for the next council meeting on November 4, 2025.

2026 Health Insurance: Employee percentage of responsibility

2026 Medical Coverage: PPO 100 – Rx \$15/\$40/\$75 Highmark Traditional PPO

COST PER MONTH FOR MEDICAL COVERAGE

\$ 889.06	Employee Only
\$1,422.04	Employee + Child
\$1,956.15	Employee + Children
\$2,311.09	Employee + Spouse
\$2,845.21	Family

Currently, the borough pays 100% of health coverage for everyone covered under the plan. Discussion was had on how much the employee would be required to pay towards the health insurance coverage beginning in 2026. Council agreed to continue to pay 100% of the Employee only (\$889.06) and then split the cost 50/50 for the premium difference of additional dependent coverage.

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Halstead to Approve for Newport Borough to pay 50% of Dependent Health Coverage with the employee paying the other 50% and Newport Borough will pay 100% of Employee coverage cost. Motion carried. **Nay:** Cl'm Leach due to 50% is more than an employee can afford.

Due to being billed one month in advance and the December invoice is for January, 2026 coverage, Newport Borough will pay 100% of coverage through December 31, 2025. The payroll deduction will begin in January with the payments being split between the 26 pay cycles of the year.

2026 Dental Coverage

2026 United Concordia Premium Dental
COST PER MONTH FOR DENTAL COVERAGE
\$27.91 Employee Only
\$82.67 Family

2026 Vision Coverage

2026 Vision Benefits of America (VBA) Platinum VBA Enhanced
COST PER MONTH FOR VISION COVERAGE
\$ 9.31 Employee Only
\$19.86 Family

MOTION: Cl'm Frownfelter moved, seconded by Cl'm Halstead to Approve for Newport Borough to pay 100% of 2026 Dental and Vision coverage for employee and dependents. Motion carried.

2026 Selectech Inc. Annual Support Agreement

A revised Selectech Inc. Annual Support Agreement was submitted for council consideration.
\$3,150.00 Annual Support Agreement: Covers computers, network, Microsoft 365, etc.
Does not include upgrades or new installations.
\$ 420.00 Backup: Up to 500 MB/month
\$ 840.00 Agenda/Special Event updates to website: 8 hours @ \$105 per hour
\$4,410.00 Total Annual Support Agreement

Final decision on the contract is tabled until the November 4, 2025 council meeting. Cl'm Zentichko would like to review the contract with Cl'm Fickes, who are both on the Website/IT Committee.

2026 Library Donation

The Newport Library sent a letter to the borough requesting the same amount of support in 2026 in order for them to receive additional funding. A \$1,000.00 for the library will be in the 2026 budget.

2026 General Fund Budget

Employee Raises: Discussion on employee wages resulted in starting out with a 2% raise, completing the preliminary budget, and then make the final decision when approving the budget.

A preliminary General Fund Budget was completed, but additional adjustments will be made by the November 4, 2025 meeting.

Communications: None

Next Meeting Date: Tuesday, November 4, 2025 Regular Monthly Meeting at 7 pm

ADJOURNMENT: Cl'm Frownfelter moved, seconded by Cl'm Halstead to adjourn at 9:28 p.m. Motion carried.

Respectfully Submitted,

Shelly Damiano
Secretary/Treasurer