

Newport Borough Council
January 6, 2014 – Reorganization Meeting
Newport, Pennsylvania

Mayor Mary Hetrick called the Reorganization Meeting to order at 7:00 P.M.

At this time the Oaths of Office were administered by Mayor Mary Hetrick to Gerald Robinson, Carl Roush, Barbara Hart and Penny Frownfelter. All affidavits of Residency were presented to the Borough Secretary prior to the meeting.

Mayor Hetrick asked for nominations for President of Borough Council.

Cl'm Barbara Hart nominated Gerald Robinson as President of Council, seconded by Cl'm John McNaughton. Mayor Hetrick asked for any other nominations. There no other nominations; nominations were closed. Roll call vote taken for Gerald Robinson for President of Council. John McNaughton, Barbara Hart, Gerald Robinson, James Prescott, Carl Roush and Penny Frownfelter voted yes. Tami Halstead voted no. Vote was (6) Yeas, (1) Nay. Gerald Robinson will be President of Council.

Mayor Hetrick asked for nominations for Vice President of Borough Council.

Cl'm Barbara Hart nominated John McNaughton for Vice President of Council, seconded by Carl Roush. Mayor Hetrick asked for any other nominations for Vice President of Borough Council. There were no other nominations; nominations were closed. Roll Call vote taken for John McNaughton for Vice President of Council. Council Members John McNaughton, Barbara Hart, Gerald Robinson, Tami Halstead, James Prescott, Carl Roush and Penny Frownfelter voted yes. Vote was (7) Yeas, (0) Nays. John McNaughton will be the Vice President of Council.

Mayor Hetrick turned the meeting over to the President of Council, Gerald Robinson.

Roll call of Borough Council was taken at this time.

John McNaughton – Present
Barbara Hart – Present
Gerald Robinson – Present
Tami Halstead – Present
James Prescott – Present
Carl Roush – Present
Penny Frownfelter – Present

APPOINTMENTS

SECRETARY – Cl'm McNaughton nominated Penny Frownfelter for Secretary. Cl'm Halstead remarked Penny Frownfelter cannot be the Secretary for the Borough, she is a Council Member. Cl'm Hart nominated Patricia Bowers for Secretary, seconded by Tami Halstead. Cl'm Halstead moved, seconded by Cl'm Hart to close nominations. Roll Call vote taken for Patricia Bowers as Secretary for the Borough of Newport. Council Members Tami Halstead, Carl Roush, James Prescott, John McNaughton, Penny Frownfelter, Gerald Robinson and Barbara Hart voted yes. Vote was (7) Yeas (0) Nays. Patricia Bowers will be Secretary for the Borough of Newport.

TREASURER – Cl'm Prescott moved, seconded by Tami Halstead to nominate Patricia Bowers as Treasurer for the Borough of Newport. Cl'm Halstead moved, seconded by Penny Frownfelter to close nominations. Roll Call vote taken for Patricia Bowers as Treasurer for the Borough of Newport. Council Members Tami Halstead, Carl Roush, James Prescott, John McNaughton, Penny Frownfelter, Gerald Robinson and Barbara Hart voted yes. Vote was (7) Yeas (0) Nays. Patricia Bowers will be the Treasurer for the Borough of Newport.

SOLICITOR – Cl'm Hart moved, seconded by Cl'm Prescott to retain Stanley Laskowski for right now. Roll Call vote taken to retain Stanley Laskowski for right now. Council Members Tami Halstead, Carl Roush, James Prescott, John McNaughton, Penny Frownfelter, Gerald Robinson and Barbara Hart voted yes. Vote was (7) yeas (0) Nays. Stanley Laskowski will be the Borough Solicitor for right now.

RIGHT TO KNOW OFFICER – Cl'm Hart moved, seconded by Cl'm Halstead to nominate Patricia Bowers as the Right to Know Officer for the Borough of Newport. Cl'm McNaughton moved, seconded by Cl'm Hart to close nominations. Roll Call vote taken for Patricia Bowers as the Right To Know Officer for the Borough of Newport. Council Members Tami Halstead, Carl Roush, James Prescott, John McNaughton, Penny Frownfelter, Gerald Robinson and Barbara Hart voted yes. Vote was (7) Yeas (0) Nays. Patricia Bowers will be the Right To Know Officer for the Borough of Newport.

ENGINEER – Cl'm McNaughton moved, seconded by Cl'm Roush to nominate Larson Design Group as the Borough Engineer. Cl'm Frownfelter moved, seconded by Cl'm Halstead to close nominations. Roll Call vote taken for Larson Design Group for Borough Engineer. Council Members Tami Halstead, Carl Roush, James Prescott, John McNaughton, Penny Frownfelter, Gerald Robinson and Barbara Hart voted yes. Vote was (7) Yeas (0) Nays. Larson Design Group will be the Engineer for the Borough of Newport.

AUDITOR – This matter was briefly discussed, Cl'm Prescott moved, seconded by Cl'm McNaughton to table the appointment of the Auditor. Motion carried unanimously.

ZONING SOLICITOR – Cl'm Hart moved, seconded by Cl'm Halstead to nominate James Turner as the Zoning Solicitor for Newport Borough Zoning Board. Cl'm Halstead moved, seconded by Cl'm Hart to close nominations. Roll Call vote taken for James Turner to be the Solicitor for the Zoning Hearing Board. Council Members Tami Halstead, Carl Roush, James Prescott, John McNaughton, Penny Frownfelter, Gerald Robinson and Barbara Hart voted yes. Vote was (7) Yeas (0) Nays. James Turner will be the Solicitor for the Newport Borough Zoning Board.

ASSISTANT SECRETARY - Tabled.

BANK RESOLUTION FOR AUHTORIZATION OF NEW COUNCIL MEMBERS – Cl'm Prescott moved, seconded by Cl'm Frownfelter to remove former Council Members from accounts at Orrstown Bank and add Gerald Robinson and John McNaughton as signers for the Borough of Newport. Cl'm Halstead, Cl'm Prescott and Cl'm Hart are already signers on the accounts. This Resolution allows all current Council Members access to information of the accounts of Newport Borough and the safety deposit box at Orrstown Bank. There must be (2) signers for checks. Secretary Bowers has authorization for deposits and transfers for payroll; she is not a signer of checks. Motion carried unanimously.

BOARD APPOINTMENTS

NEWPORT WATER AUTHORITY – The Borough received a letter of interest from Harry Fahnestock requesting reappointment for another (5) year term on the Newport Water Authority. Cl'm Hart moved, seconded by Cl'm Frownfelter to reappoint Harry Fahnestock to the Newport Water Authority for another (5) year term. Motion carried with Cl'm Halstead opposed.

NEWPORT BOROUGH MUNICIPAL AUTHORITY – The Borough received a letter from the Newport Borough Municipal Authority requesting that Timothy Seiber be reappointed to the Newport Borough Municipal Authority for another (5) year term. Cl'm Prescott moved, seconded by Cl'm Roush to reappoint Timothy Seiber to the Newport Borough Municipal Authority for another (5) year term. Motion carried unanimously.

PLANNING COMMISSION – The Borough received a letter of interest from Cody Harris to be reappointed to the Planning Commission. Cl'm Hart moved, seconded by Cl'm McNaughton to reappoint Cody Harris to the Planning Commission for a (4) year term. Motion carried unanimously.

ZONING HEARING BOARD – The Borough received a letter from Lorri McNaughton to be reappointed to the Newport Zoning Hearing Board for another (3) year term. Cl'm Hart moved, seconded by Cl'm Roush to reappoint Lorri McNaughton to the Newport Zoning Hearing Board for another (3) year term. Motion carried with Cl'm McNaughton abstaining; he is Lorri McNaughton's husband.

VACANCY BOARD – Cl'm Frownfelter moved, seconded by Cl'm McNaughton to appoint Frank Campbell as a member of the Newport Borough Vacancy Board. Motion carried unanimously.

NEXT MEETING: JANUARY 7, 2014 AT 7:00 P.M. – President Robinson commented the next meeting of the Borough Council is scheduled for tomorrow night at 7:00 P.M. This is not going to suit some of the Board Members schedules. They were not aware of the meeting scheduled. The normal Mid Month Meeting is the third Tuesday which would be the 21st of January. President Robinson advocated to change the January 7, 2014 Meeting to a Mid Month Meeting January 21, 2014 at 7:00 P.M. Secretary Bowers commented some of the bills might be late. Cl'm Prescott moved, seconded by Cl'm Roush to pay the WEX invoice for \$866.32, PP & L invoice for \$823.55 and Orrstown invoice for \$47.00. Motion carried unanimously. The January 7, 2014 meeting will be cancelled and the next meeting will be January 21, 2014 at 7:00 P.M.

President Robinson commented we have (4) new members on Council, we kind of ran as a team because they had some things they think needs to be changed. He thinks you will see a change in the way the Borough and this Council goes forward. Certain choices have to be made such as the engineering firm and as we discussed tonight Larson Design Group; to keep continuity we chose them at this point to be our engineers and also with our Solicitor Stan Laskowski. He asked all Council Members to pay close attention to the following; there will be no phone calls to the Solicitor other than from the Vice President of Council or himself. He will personally advise the attorney's office that we will not pay for just anybody calling in to him. Look at the legal fees for the last year, they were out of line, we have to start cutting back somewhere. This is one of them.

- The office has to be open regular hours 8:00 A.M. to 4:30 P.M. with the exceptions of being lunch time, breaks, or if the Secretary has to go to the bank etc. He noticed a lot in the past year, maybe more than the past year, the office is closed a good bit. He came over on a couple of occasions and the office was closed. This is a business; it's going to be run like a business from here on in. We have office hours 8:00 to 4:30, the office should be open 8:00 to 4:30 P.M. If the Secretary is out of the office, you need to put a note on the door saying when you will be back. Don't put a note on the door, gone for a half an hour, put a note on the door when you will be back. In case of the Secretary vacation, emergencies etc, we need to get a backup office person, not a Secretary; we need someone to take phone calls and notify anyone if there is a problem that needs addressed. We have an obligation to being a governing body to take care of our constituents.
- He would also like to implement a policy of a complaint log. He doesn't know what we are doing right now. If a resident calls in with a complaint, we need to log it. He would like to see this started by the 1st of February. He clarified, the Secretary is going to get stuck doing most of these because she is the one to answer the phone, no anonymous complaints. Somewhat calls in with a complaint, they need to give their name. If you have a legitimate complaint you leave your name and phone number. If you get them without, he would prefer you say our policy is we will not accept an anonymous complaint. He wants a date and time. The routing of the complaint will be noted. If it's a street complaint; give it to John or Cody. If it's an ordinance complaint; give it to Rick. If you have a question with it, come back to the board and talk with the council member who you think is in charge. An action should be initiated within (3) days so if the complainant calls back and asked where are we with this complaint, we should have a resolution or if it's being investigated or is being directed and is going to be investigated. The Secretary might have a form we can use; we have one for DEP. The Mayor asked if someone calls her with a complaint; is she to call Pat the Secretary and relay it to her or call the person who it pertains to. President Robinson replied that he prefers that the complaints come through the office.
- President Robinson stated this office is terrible with acoustics. He has terrible hearing. If the actions and discussions of Council cannot be heard by the public, you might as well have a closed meeting. He proposed, if he gets the approval of the board, to put in a speaker system so that Council can be heard. He has talked with several people and has heard that you cannot hear what is being said at the Council table, this will stop. You

might not like what you hear but you will hear. Here again, we will only have one speaker at a time. Not everyone will be speaking at the same time. If he hammers somebody down and tells them they do not have the floor, the person that has the floor will be speaking. Not this back and forth. If you persist you will be asked to leave. If you don't leave when asked, he will be more than happy to call the State Police. If he calls the State Police and they come, don't come looking for me tomorrow and say Jerry I'm sorry about that, you know. If he calls them you are going to be arrested. He doesn't know what will happen with it, but you will be arrested. Don't call his bluff on that and don't make it a shipwreck in here during the meetings.

- President Robinson commented he brought up a few years ago about a grant writer; he firmly believes we need a professional grant writer for Council matters, for the Sewer Authority and for the Water Authority. Presently he is looking at (3) proposals for professional grant writers. He would be more than happy if any one has any suggestions or knows of anybody who is a grant writer to give them their due justice for being a grant writer for the future. Grant writers generally work on a fee; it is not a function of what you get. Generally they give you a price. Everybody here at this table has other things to do then on Council. These people are the ones that are out there knocking on the doors and in many instances they are lobbyist or they have lobbyist's connections, have political connections that perhaps that we don't have. This is their job. Certainly with the restraints that this Borough has on it financially we need to secure grants that are out there. This will be discussed with Council in the future to have a grant writer. Any public input would be appreciated.
- President Robinson commented about health costs which basically comes back to the employees. There has been a lot of scuttlebutt about this health cost with the Obamacare, the affordable Healthcare etc. There are a lot of horror stories; some of them true and some of them false. Health costs for this Borough is a primary expense; a considerable expense and is an unknown in the immediate future. We don't know if the rates are going up, level off or if they will go down. A discussion is necessary; we are not at this point making any changes but we plan to discuss it. We plan to discuss it with the employees individually; we also are going to try to find out what our costs are going to look like for this coming year. The anniversary date is November 1, 2014. The Water Authority happens to be March 1, 2014. We have to discuss renewing it. We have to see what is out there. Right now to a large part, the Borough and the Water Authority are using basically the same insurance carrier with no problem with that but insurance is a very expensive thing and from a business aspect it should be shopped every year. You can love your insurance agent, that's wonderful but this is a business decision and should be shopped. He plans for us, the Borough Council to look very critically at that so we can get the best available and at the most reasonable price. We were told it looks like the Water premium is going to drop apparently. We'll find out when we get the premium. They said by \$8,000 our premium will drop.
- President Robinson commented under budget considerations we have cost reductions that will have to be imposed. He doesn't know where they are going to be, he hasn't had sufficient time to look at, and he doesn't understand all the items on the budget. He may need some clarification on that. He has been working with Cl'm Frownfelter on the budget. He thinks they are getting things in line. We are going to try to see what we can look at for cost reductions.
- Another thing that President Robinson thinks is important for this small town, because Newport is not going to grow, is look for ways to increase revenues. For instance a couple of months ago in his neighborhood, (2) houses burnt down on Mulberry Street between Fourth and Fifth Streets. Those (2) houses are down. Allen Campbell's house up on N 2nd Street was also torn down. The Krebs house up on 6th Street that house was torn down. There is (4) vacant lots. We are losing tax revenues on those. Four is not a large number but if they are not going to be rebuilt, then we have declining revenues. We need to look at those and see what can be done with them. I don't have any answers to that but we should look at it and see what we can do about making it better. President Robinson would also like to see what we can do about getting natural gas in Newport. The other thing is industrial and commercial zoned or change of land use.
- President Robinson commented we have had a parking problem in Newport for quite some time. He would like to work something out on the abatement of those parking problems. Cody is aware of this particular problem. There are certain streets in town that are marked off for parking. Particularly the (2) half blocks on North and South Fourth Street that abut Market Street, pretty much in the square and some on Second Street. Up where he lives the parking spaces are not utilized the way they should be. You have (9) spaces and you have (6) cars parking in those (9) spaces. Some people don't use common sense when they park or they don't care if they pull

in and they take (2) spots. This continues to be a problem. He would like to see if we can line the streets off again to maximize parking. This is important to maximize what we can get doing so. Some streets may need to be discussed for time restraints. Maybe in some of those we may need to look at parking permits for the residents.

- President Robinson commented the (4) new people here at this table are quite aware of the deplorable condition of several of the streets in Newport. Primarily 5th Street, Walnut Street, portions of Market Street etc. We are going to see what we can do about making improvements to them. You aren't going to have paved highways here come the end of the summer. We don't work miracles; we work on what we can do. We are going to see what we can do about improving those streets as we can. We are going to have to have some expert outside advice. We are going to try to get Cody and Cl'm McNaughton to score our streets as to say which ones are the highest priority of being repaired. In the past he has complained for example on Third Street; Third Street is generally in pretty good shape, but it is alligatoring now; this is where it starts to split and it looks like the back of an alligator. If you don't address that and take care of it; all it does is continue to get worse. Water gets down in the cracks and freezes in the winter, our freeze thaw cycles kill us and then you have a street in bad repair. He doesn't think the Borough has done a good job of that in the past of taking care of that. That is not condemnation towards the street guys. If you're not allowed to do it or you're not instructed to do it, it's maybe not their fault. Some of these streets like Front Street, Third Street, and a portion of 6th Street are at the point where they need some TLC, which is basically sealing the cracks to keep them from degrading further. We are aware of the streets, we are going to try to do something with them but it isn't going to be done overnight.
- The (4) new people on the Council have future visions for this town. Marcellus Shale is the leading producer of gas in the United States. Maybe we can get gas in town. It is more cost effective.
- We may look at changing the tax base. One of the greatest assets in this town is the area from behind Weis Market from Peach Alley the whole way up to Fickes. Focus on industrial development there. He proposed putting together a blue ribbon panel; outside the people from the Newport Area that he feels would have expertise that would be committed to trying to get some development in that area; some good homegrown jobs so we don't have to boot all of our kids out of town once they graduate. This goes back to the grant writer who could be very beneficial, influential and helpful in that area.
- President Robinson commented the (4) new Council Members ran for Council because they didn't like what was going on. He makes no bones about that. He has seen changes in personnel that were not perhaps necessary. The situation with the police; the residents of Newport should have had more input. There should have been an option there. They ran not because they wanted to; he is 70 years old, you don't start a political career when you're seventy, he'll be the first to tell you that. They are here because they want to change things and change things for the better. What we have seen in the past several years, he doesn't like. I think some of the former Council things was nodding heads, one person leading and everyone following and so forth. I think that's going to change dramatically.
- President Robinson commented Mrs. Halstead said that some years back that he couldn't manage the Water Authority because he wasn't licensed and he is not licensed anymore, his license expired and supposedly told the Council that and it got back to him, and he said that is not right. Mrs. Halstead told him she was told by somebody in DEP that you couldn't manage without being licensed and that is not true. Cl'm Halstead commented not managing, you aren't allowed to make any operational decisions, only financial. No operational decisions because you don't have an operator's license. Cody asked if a Council member has a complaint, does that get written down also. The Council Chairman should be notified of a complaint, be it by another Councilman or by the Secretary taking an incoming call. We aren't going to have (1) Indian and (7) Chiefs, that he assures. That is no good. We will have somebody at this table that is responsible for the area that is in question and the employees or the direction of the board will be funneled through that person. He couldn't answer Cody because there may be some specific times when it would be appropriate to respond. President Robinson will think on that; for now.

Don Hetrick commented the Council Meetings are the first Tuesday of the month advertised but if you need another meeting you hold it on the third Tuesday of the month. The way it's written and the people that he has talked to, its b-s;

because you decide if it's needed. How are the constituents of this town supposed to know that there is going to be a meeting? President Robinson answered this time they aren't going to know that until they come to the door. Don was talking about the Mid Month Meetings. How are the people going to know when we are going to have a Mid Month Meeting? So tonight you decide to have a Mid Month Meeting, so how are the people supposed to know that. President Robinson answered it is advertised. Any meeting can be cancelled. Cl'm Frownfelter commented it is also on the website. Cl'm Prescott commented also Luke Roman is here and he puts that in the paper. Also it is advertised at the beginning of the year. Cl'm McNaughton commented the Secretary will know around the date whether there is going to be a meeting or not. You can call into the Borough Office and find out. The cost to put in the Patriot News is \$50.00 plus. Mr. Hetrick remarked Cody asked you about if the Council has a complaint, is that going to be written down. You more or less changed the whole question around. He feels if a Council Member has a complaint; it should be written just as well as his complaint. President Robinson answered that may but he on specifics it may be appropriate and maybe not. He hasn't given it any thought but he will give an answer very shortly. Cl'm McNaughton commented if he has a complaint it will probably come up at a Borough Meeting. President Robinson agreed it should be up front and right here.

Cl'm Halstead commented that one of the rules ; since you are all on the Water Authority, you can be together on the Water Authority but you can only discuss Water Authority matters, but no (4) people that are sitting right here at this table can be in the room together at any time. So if I'm here and Jim is here, in walks (2) of you, one of us has to go. You can't have a quorum. You can meet at the Water Authority but only for Water Authority business. It has to be an advertised meeting also just like here. Just letting you know when you have your committees, which is (3) people, but you can't discuss Borough business at any Water Authority Meeting. Cl'm Hart commented the same is you can't discuss Water business at any Borough Meeting. President Robinson commented you will find that this board right now is going to be a lot more transparency and openness than what went on in the past where people went stringing into a house for meetings and so forth. You'll find this is a heck of a sight more transparent. If we are members of the Water Authority sitting on this Board right now and he is most definitely opposed to Council people and the Authority people being the same. There is a difference and maybe it is only in his eyes, but in the past (2) years; Tami, Jim and Tom Fitzpatrick are on the Sewer Authority, all appointed from within. He thinks Jim Sharar was short changed last year but that is neither here nor there what he thinks, but you appointed yourselves to the Sewer Authority and you appointed Lorrie Nulton to the Water Authority. Is there any difference in the (4) of us and Sarge being on the Sewer Authority saying here, the difference is you people voted us to be here, we didn't vote us onto those boards. If you can't see that very not so subtle difference, you better clean your glasses or you better look at things a little differently. You put us here. Cl'm Halstead commented she voted to put (3) of them on the Water Authority as part of Council. President Robinson commented there are (3) members of the Borough Council on the Sewer Authority. He had (3) Borough Council Members on the Water Authority at one time and it was contentious, it was done with intent and it wasn't done with the intent of serving the people and that's his position, he is trying to serve the people instead of these personal agendas. He stated that emphatically. Cl'm Halstead commented she doesn't think the Sewer Authority has a personal agenda, except doing the plant. We fixed the current plant. Cl'm Roush commented you spend money though don't you. Cl'm Halstead answered, we didn't have a choice.

PUBLIC COMMENT – Frank Campbell reported on the tree revitalization project. To help Borough Council NRPS is willing to take over the cost for the trees. Part of the NRPS is to revitalize and he believes the Borough needs to revitalize, natural gas would be awesome. We are here for you. Cody took a tree tender class and Ron has been approved to take the tree tendering class. You have to have (2) people take that. NRPS will take over the responsibility of the grant process. They can apply because they are a 501 C3. The Borough would not have to worry about the financial part of it. What they would need from Borough Council is the Borough's backing plus they can use Cody and Ron's efforts in the project as an in kind contribution. No money from Borough Council just the backing. Think about until the meeting on the 21st. President Robinson commented we appreciate your efforts and probably will look favorably towards that project. Hope we can support that. Secretary will put on the agenda for the January 21st Mid Month Meeting. The next grant cycle will be July. Mr. Campbell asked Borough Council to appoint another Council Member to replace Jason Ehrhart on the Park Committee for the Playground Project. Tami Halstead is on the Committee and we need another member. This will be put on the agenda also for the 21st. Frank reported the White

Property on Front Street is going up for Sheriff Sale. The Borough previously purchased the backyard of this property for the playground project. He asked Council to think about purchasing this property if Brian White doesn't end up getting the property. NRPS is willing to work with the Borough but the property needs to be in the Borough's name. President Robinson commented as far as the premise of buying this property that might be a wise decision for the Borough to purchase but it is way too soon to make a radical decision like that without getting further advice. Frank commented the Sheriff Sale is January 24, 2014. Frank talked about getting a grant to purchase the property, but the Borough would probably have to purchase first and then submit for the grant. He is not sure what kind of money would be involved with purchasing the property either. The bank could end up with the property also. Frank will try to get more specific info on a grant for the property.

Cl'm Halstead commented with DEP and the Nine Minimum Control Plan with Sewer Authority, in there they would like to see us sweep the streets every month and to do that we need a street sweeper which costs about \$170,000.00. President Robinson commented, this is just his feeling, he doesn't think the municipalities cooperate enough. You take a street sweeper, a big ticket item, Newport could use, Duncannon could use it, Liverpool could use it, Millerstown could use it etc. You see what he is saying. Sometimes we need to kick our County Commissioners or at least talk to those people and say we have some things that are mutually beneficial. We need to get that word out and every municipality would have a responsibility and each municipality would have to divvy up something. Need to look for grants.

There being no further business to come before Borough Council, Cl'm Frownfelter moved, seconded by Cl'm Roush to adjourn the meeting at 8:33 P.M. Motion carried unanimously.

Respectfully Submitted,
Patricia Bowers
Secretary