

Newport Borough Council
March 4, 2014 – Regular Meeting
Newport, Pennsylvania

President Gerald Robinson called the meeting to order at 7:00 P.M. with Council Members John McNaughton, Carl Roush, Penny Frownfelter, Barbara Hart, James Prescott and Tami Halstead present.

OTHERS PRESENT - Mayor Mary Hetrick, Secretary/Treasurer Patricia Bowers.

GUESTS – Douglas Beatty, Caty Achenbach, Connie Redding, Doug Redding, Barry Keller, Dennis Wilson and Luke Roman.

APPROVAL OF MINUTES – Cl'm Frownfelter moved, seconded by Cl'm Roush to approve the January 21, 2014 Mid Month and February 4, 2014 Regular Meeting Minutes as drafted. Motion carried unanimously.

FINANCIAL REPORT – Newport General Fund Account balance March 1, 2014 was \$54,592.46. February Interest of \$3.00. Deposits of \$42,192.61. Outstanding bills presented for payment of \$4,942.74. Estimated income for the balance of March of \$5,423.40. Estimated expenses for the balance of March of \$26,084.68 will leave an estimated balance March 31, 2014 of \$71,185.04. Liquid Fuels Account balance March 1, 2014 was \$39,764.45. February Interest of \$3.17. State Aid 2014 Allocation received of \$35,012.86. Outstanding bills presented for payment of \$6,105.57. Truck payment to Juniata Valley Bank of \$1,235.78. Sewer Revenue Account balance March 1, 2014 was \$85,668.62. February 2014 Interest \$1.17. Outstanding bills presented for payment of \$10,738.09 will leave a balance of \$74,931.70. Note: The Sewer Revenue Account received Sewer User fees 2/26 of \$76,936.97 and Oliver Township Reimbursement for O & M for the 4th Qtr 2013 of \$27,387.80 on 2/28. Transferred monies for Payroll #1 through #5 to General Fund in the amount of \$12,734.00 on 2/28. Cl'm Halstead moved, seconded by Cl'm McNaughton to accept the Financial Report as drafted. Motion carried unanimously.

APPROVAL OF BILLS - Secretary Bowers reported the following are additional bills for Borough Council Approval; H F Fahnestock for snow removal in the amount of \$700.00, Gerald Robinson for purchases from Tenergy Corp \$78.34 and B& H \$293.23 for Microphones and batteries for Borough Meetings in the amount of \$371.57, Barry Keller \$2,447.00 for Social Security reimbursement per Act # 218 for a total of \$3,518.57. Cl'm Frownfelter moved, seconded by Cl'm Hart to pay the outstanding bills presented for payment in the amount of \$4,942.74 from the General Fund Account, pay the additional bills presented for payment in the amount of \$3,518.57 from General Fund Account, pay the outstanding bills in the amount of \$6,105.57 from the Liquid Fuels Account and pay the outstanding bills in the amount of \$10,738.09 from the Sewer Revenue Account. Motion carried unanimously. Cl'm Halstead questioned why H F Fahnestock was hired for snow removal without approval from Borough Council. Who authorized it? President Robinson commented we needed the snow removed in anticipation of another storm coming. Cl'm Frownfelter moved, seconded by Cl'm Prescott to add H F Fahnestock to the list of contractors for snow removal. Cl'm Hart commented should he be limited to only snow removal because there is a lot he can do for the Borough to save us money. President Robinson commented for the time being just leave it as snow removal. Motion carried unanimously.

MUNI-LINK – SEWER BILLING – President Robinson commented they discussed Muni-Link billing at the Water Authority Meeting and the consensus was they are going to come and talk with the Water Authority and show us what they have. Cl'm Halstead commented the Borough has a contract with Muni-Link and was actually ready to download the information for billing, but since we were so close to a new Council, we thought we should just wait since we were that close to see what the Water Authority wanted to do with it. We haven't done anything yet. It is a really good program. Cl'm Frownfelter commented she was impressed by the product she saw last year. It gives a lot of options to the customers that we currently don't have and would be very helpful. She would like to talk about price with them. Cl'm Halstead reported we paid them like \$2,000.00 last year. Secretary Bowers commented we haven't paid Muni-Link anything yet. She would double check on that though. Cl'm Frownfelter does not want to see separate billing for sewer and water. It works well doing it together. It will increase the cost of billing. We would be sending out 12 bills instead of 4 bills. The amount of time it takes to do billing quarterly, you would have to do that monthly. She doesn't see a benefit to doing that. Cl'm Halstead commented a lot of the program took care of a lot things and cut

down some of the time that it took to do things. If you go through the program training you will see that it does a lot of the things for you to save you time. Part of the reason for initiating this was because we were applying to USDA for a loan. They wanted us to be in total control of our funds and have separate billing, this is where it started. Cl'm Frownfelter commented you have separate billing. Cl'm Halstead, USDA required total control of the funds, not receiving a check from the Water. Lately we have been looking at Penn Vest for funding, they don't require that. President Robinson commented I would have to hear that from them, that is totally foreign to our dealings with them. I would have to have that direct from them. Cl'm Halstead commented we might stand a better chance with Penn Vest with getting more grant money than what we would get from USDA. We just put everything on hold until the new Council came on for a decision. Cl'm Frownfelter commented then moving forward the Water is going to look at Muni-Link, we may or may not choose to use their program but as far as she is concerned she does not support any change in the way we do sewer billing. Cl'm McNaughton commented he doesn't know why a contract was signed. Cl'm Halstead answered because we did agree to go with it as a Borough. Doug Beatty commented he has said it before when he was on Council and he is going to say it again; he doesn't understand why Council continues to try to fix something that is not broke. You didn't have problems for fifty some years so why try to change it now. Cl'm Halstead commented we did have a lot of problems. Mr. Beatty replied that is because you guys made your own problems that we didn't have. Cl'm Halstead replied no, it was because that is why we changed to just getting (1) check every quarter. Mr. Beatty asked why would you put (2) separate bills out when you don't have to. You are paying a minimum for the Water Authority to do it for you. Now you're just costing the taxpayers more money because you want to send out (2) bills. Why do you guys continue to keep trying to fix shit that is not broke? Cl'm Halstead commented because if you remember being on the Sewer Authority Tim Seiber gave us the projection that the sewer bills were going to have to be tripled. So, we felt it was really going to be hard for people to pay a quarterly sewer bill when the rates were going to be tripled; in fact right now we are past time to do the next increase. The Council here needs to do another sewer rate increase. We knew it was going to be difficult for people to pay a huge bill every quarter and that was part of the reason for going to a separate billing as well. The Sewer Authority was telling us we had to raise our rates. Doug Beatty commented if you send a separate sewer bill and a separate water bill adding that together it is still going to be the same whether it is on one bill or (2) bills. Cl'm Halstead asked what is easier for you to pay; \$75.00 in a month or combine it with water and pay \$400.00 a quarter. Mr. Beatty replied you are paying it anyhow. President Robinson commented you can pay monthly if you want to the Water Authority. We are trying to keep a line on costs. If you really are considering the cost, he'd say, looking internally at the Sewer situation right now, there are a lot of costs that could be saved. He doesn't see the need for (2) operators and he is still going to look into the sludge hauling; it better be sludge. Cl'm Roush and Cl'm Hart commented it's mostly water. Cl'm Halstead replied its sludge. Have you looked at it? Cl'm Hart replied she saw some of the reports; 98% water. President Robinson commented there is certainly a lot of room for improvement there; Sewer Revenue was over several thousand dollars over in the estimate last year for the operations. Cl'm Halstead commented there were a lot of things that were taken care of and we haven't near the expenses as we did in at the end of 2012 beginning of 2013. Things are running very well now. The Water Authority will follow up with a meeting with Muni-Link.

TREE GRANT - It was discussed at an earlier meeting about submitting to DCNR for a tree grant. Frank Campbell reported that NRPS would give the financial backing. Cody Harris went to the tree tendering class which is a requirement and Ron McNaughton will still have to take it. Trying to get that lined up. The question is who will submit for the grant, the Borough or NRPS. Cl'm Hart moved, seconded by Cl'm Roush to approve the submittal to DCNR for a tree Grant by NRPS. Motion carried unanimously.

COMCAST CONNECTION LOCATION – Per the Comcast Franchise Agreement the Borough is entitled to (2) free internet connections. Comcast also offers the phone service that is needed to connect to the internet. The cost for phones at each site would be \$74.80. A savings of almost \$125.00 for each location. Cl'm McNaughton moved, seconded by Cl'm Prescott to authorize the connection of the internet with phone service through Comcast at a cost of \$74.80 per location which will be the Borough Office and the Sewer Plant after the Secretary verifies that long distance is included. Motion carried unanimously. Contract is good for (3) years.

INTER MUNICIPAL AGREEMENT WITH OLIVER TOWNSHIP AUTHORITY – Cl'm Halstead asked approval from Borough Council to have the Solicitor review the Inter-Municipal Agreement so Borough Council can review it before approval. This is a 32 page document. All of the entities have to review it. President Robinson stated the Borough Council needs to review it for comments before it goes to the Solicitor. Cl'm Halstead will make a copy for each Borough Council Member and there will be a Mid Month Meeting to discuss the Agreement.

PUBLIC COMMENT – Barry Keller commented that he has had a lot of contact from Borough residents via phone and Social Media; in light of the new Council, he just wanted an update on the anticipation of forming the Newport Police Department again. People are concerned with crime rates. They are worried when the police are coming back. Is it something down the road, is it something it is going to be thought of, discussed etc. He has been getting a lot of contact from Borough residents, he met with the Mayor and expressed the same to her. She said to come here and ask. President Robinson replied at this point we are just getting our feet wet here. We have some serious issues, not to say that this is not a serious issue, we have serious issues that we want to undertake first. In our financial situation we are not in any position to start a police department in short term; six months or the rest of the year. He doesn't see that happening. He sees no financial relief coming in that period of time that would allow us even entertain that thought. Some of the people here at this table have heard similar comments and concerns. This is a genuine concern of some of the people here at this table. We are looking at that, it is just a little bit further down the road. We have a terrible situation with the streets; we've had a financially rough winter etc. We are definitely thinking about it, short term he doesn't see it happening. Mr. Keller commented he can't answer their questions, he told them to come to a meeting as well. He knows the hole that this Council has been put in; he knows this Council has a lot of work to do. He relayed basically the same thing. People were just concerned whether or not it is forgotten for good or are you going to work on it down the road. President Robinson commented it is not forgotten; we have other baggage here to work on first. He didn't want to speak and fire up any imagination that this is going to be happening even (6) months from now, he doesn't know. He doesn't see anything happening now in the short term. We will continue to talk about it and see where it goes. **Constance Redding** and her son Doug of 112 Market Street was back to Council with the same complaints as before. She made a list of things that were wrong with their apartment. Corey Fleisher is her landlord. Borough Council asked her to put her complaint in writing with any pictures she might have; they will review it and will schedule an inspection of the property; probably in the next (2) weeks.

LIGHTING UPGRADE PROPOSAL – PP & L contracted with Lenape Energy to offer upgrade lighting with PP & L giving rebates to do so. Lenape came in and put together a proposal to upgrade the lighting at the Borough Building, the Sewer Plant and the Borough Garage. Complete Project cost was \$7,633.41. PP & L would give a rebate of \$4,485.08. Balance of \$3,148.33 would be what it would cost the Borough to do the upgrade lighting at these (3) locations. The Borough could finance the balance at 3% for 48 months at a cost of \$73.23 per month through UNIVEST. After a brief discussion, Cl'm McNaughton moved, seconded by Cl'm Prescott to authorize the upgrade of the lighting at the Borough Building, Sewer Plant and Borough Garage at a cost after the PP & L rebate of \$3,148.33 and to finance the balance at \$73.23 per month for 48 months through UNIVEST. Motion carried unanimously.

MACROBAC LAB PROPOSAL – The Borough received a proposal from MACROBAC Labs to do our Sewer Plant lab testing to include a pick up fee of \$10.00. In comparison with our current Lab we could save up to \$20 plus and we would not have to pay for mileage to drop off the lab samples. Cl'm Halstead moved, seconded by Cl'm Frownfelter to approve the use of the company MACROBAC Lab for the Sewer Plant lab testing service. Motion carried unanimously.

UPDATE FEDERAL SURPLUS LIST – Cl'm Frownfelter moved, seconded by Cl'm Hart to remove Jason Ehrhart and add Mayor Mary Hetrick, Cl'm McNaughton and President Robinson to the Federal Surplus list for purchasing. Motion carried unanimously.

SEWER ANNUAL POLLUTANT LETTER – Every March the Borough is required to mail the DEP Pollutant Letter to all Borough residents. Cost is approximately \$300.00 which is for the printing and the mailing of the letter. Cl'm Hart moved, seconded by Cl'm Halstead to approve the printing and mailing of the DEP Pollutant Letter. Motion carried unanimously. Everyone will think about what else we can put on the mailing until the Mid Month Meeting.

ANNUAL SALT CONTRACT (2014-2015) - Cl'm Hart moved, seconded by Cl'm Frownfelter to approve the 2014-2015 Salt Contract with Costars. No vendor or salt price was given at this time; bidding is done in August of each year. Motion carried unanimously.

PLANNING RECOMMENDATION FOR SMITH PROPERTY - Cl'm Halstead reported Robert and Doris Smith own both the properties at the corner of 5th and Walnut Streets. They submitted a proposed land use of Lot 464-269, Addition/Subdivision. They would like to join the carport portion of the property to the existing house and separate the carport area from the duplex lot. The Planning Commission recommendation was to request the Borough Council to Waive (3) items. (1) Preliminary Land Use, (2) The Contour and (3) Improvement and Construction requirements as noted in the Planning Commission Minutes of February 10, 2014. President Robinson commented as long as it is not creating a hardship on neighbors and it is improving what is there he is no problem with it. Cl'm Halstead moved, seconded by Cl'm Frownfelter to waive the (3) items recommended by the Planning Commission for the Robert and Doris Smith properties addition/subdivision. Motion carried unanimously.

MAYOR'S REPORT - Mayor Hetrick reported there were (2) combat armor jackets that the DA did not take when he cleaned out the evidence locker. In talking with Barry Keller he said there is an expiration date on them and they probably were expired. She did not think it would be a good idea to donate them to anyone because of liability. We will look to see if they have expired and if they have then dispose of them.

- Mayor Hetrick will be occupying the back room of the old police department. It has a lock.
- Mayor Hetrick reported she received an application for permit parking from Arlene Linn of 204 N 6th Street with her \$25.00 application fee. She reviewed the documents and her recommendation to Borough Council was to approve the parking permit. Cl'm Halstead moved, seconded by Cl'm Hart to approve the recommendation of Mayor Hetrick for the parking permit for Arlene Linn. Motion carried unanimously.
- Mayor Hetrick reported she approved a dumpster for Susan Jones of 5th Street.

FINANCE – Cl'm Frownfelter reported the Committee had a meeting with Secretary Bowers and it was very informative.

PERSONNEL – There will be a Personnel Meeting on March 14th at 2:00 P.M. All employees informed to attend.

STREETS – Cl'm McNaughton commented we know we have problems with the streets; our budget is virtually shot with the snow removal. Cl'm Prescott commented we need to hire the street part-timers early this year. Cl'm McNaughton said he already had a meeting scheduled with Cody to review applications received.

President Robinson reported he was in contact via email with Norfolk Southern to discuss doing something with the siding behind Weis Market. A Representative contacted him and he would like to talk with us. Cl'm McNaughton and himself will be meeting with him. We have (2) people listening that way and John has a good business sense also. We may be able to work into the conversation about the jungle on Front Street. We need to enforce the property maintenance ordinance on Front Street. He is very sincere about doing something up there behind the Weis that would create income, tax revenues etc for the Borough. President Robinson has some people in mind to put together a panel and not all residents of Newport to pursue funding and who are involved in industry that could possibly be a magnet for bringing something to Newport that would be beneficial for our people. Trying to get these things together to see if we can get something working up there and get some information. He will continue to pursue that. He is equally sincere when he was talking about doing whatever we can do to introduce natural gas to Newport. There is a potential for great savings and also a way for the Borough to make money. He talked with Mark Bruning of Barton and Loguidice who has done work for the Water Authority. They are very interested in this and have found some grant funding that may take care of some of the preliminary work. Mark Bruning already contacted an engineering outfit who does natural gas work. They gave him a bid proposal for \$15,000 for designing a gas system for the entire town including bringing the gas in by pipeline. You've got to know what some of this stuff cost so you can make decisions. If he can track down \$15,000 it could happen. We've got to look at these possibilities. We already have (7) miles of pipe you can

use in town. He will pursue anything that would be good for the borough and the people of this Borough. It's conceptual at this point and is not costing us any money.

COMMUNICATIONS – Received an estimate from General Code for the cost to codify Ordinance # 350 and 351 to include revisions to the Deposition List, Index and shipping and handling. The cost will be between \$1,600 and \$2,070. We just paid a maintenance fee of \$1,195 to General Code. No action was taken.

- Cl'm Frownfelter reported she received information for the PSAB Conference. The conference is held in State College April 6 through the 9th. Think about whether you want to attend until the Mid Month Meeting.
- Cl'm Frownfelter received information regarding the Transportation Alternatives Program (TAP). The approved categories were listed. Should we pursue. There is \$900,000 available for this round of funding. The deadline is April 4, 2014.

PLAYGROUND – Cl'm McNaughton will be meeting with the Girls Softball and Boys Baseball Leagues to get the Playground Agreements signed.

SEWER – There was a discussion of whether we needed George Krichten as a consultant anymore at a cost of \$1,000 per week. Cl'm Halstead commented George is the Chief Operator, the lead operator and works with Dennis in getting things done. He is helping with getting the flow study done. Cl'm Halstead commented she thought it was time to cut George back. She does want Dennis to have some help and have someone to rely on that knows his stuff and George knows that plant. She thought George would be agreeable to less hours and less time. Everyone had concerns about this. Cl'm Frownfelter commented she thought the Sewer Authority should discuss this matter and determine what the needs are and come back to Borough Council with their recommendation for the Mid Month Meeting. Cl'm Halstead commented the fact that George was there at the plant did get us (2) more years of time to build a plant but it is time to re-evaluate the situation. She has been thinking about it for awhile now.

COMMENTS AROUND THE TABLE - Secretary Bowers thanked Mayor Hetrick for volunteering to cover when she is off a day. It is working out good. It is appreciated.

- Doug Beatty commented maybe when you guys are doing your inspections of these properties you need to get throw away suits and bring a clean set of clothes with you. Just for your safety etc. Doug also commented on the Tax Collectors hours. He didn't think the Tax Collector's hours were enough for people to have the opportunity to pay their taxes because of the times she is open. She is only open 24 hours during (4) months. Cl'm Prescott commented you can also make an appointment.

There being no further business to come before Borough Council, Cl'm Halstead moved, seconded by Cl'm Roush to adjourn the meeting at 9:08 P.M. Motion carried unanimously.

Respectfully Submitted
Patricia Bowers
Secretary