

**NEWPORT BOROUGH COUNCIL
REGULAR MEETING MINUTES
November 19, 2024**

President Greg Shope called the meeting to order at 7:00 pm with the following Borough Council Members present: Christian Fickes, Barbara Leach, Mary Bucher, Tami Halstead, Mayor Stephen Tice, and Billie Dudley.

ABSENT: Penny Frownfelter

OTHERS PRESENT: Newport Borough Secretary Shelly Damiano, Luke Roman, Perry County Times, Renee Leshar Waltman, Jeff Waltman,

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

President Shope announced that the meeting was being recorded.

AMENDMENTS TO THE AGENDA: None

GUESTS: None

PUBLIC COMMENT: Renee Leshar Waltman

Renee Leshar Waltman owns several tenant properties, including 34 N. 4th Street, which is attached to 32 N. 4th Street, owned by Frank and Dino Sindoni. Sewage is coming inside from the adjacent property. Discussions included violations to ordinances, if there are 1 or 2 laterals are in front of the property, the leaking from above, tenant permission for access, and Chris Burkholder from the Sewer Authority giving assistance.

Mayor Tice will meet with Renee Leshar Waltman on Monday, November 25, 2024 for possible violations of an ordinance. All legal notices will go to New York, as that is the official address on record even if Frank and Dino Sindoni have a residence in Pennsylvania.

OLD BUSINESS

Code Enforcement Officer/Zoning Officer Position

Discussion on updating the Indeed advertisement to state Part Time Code Enforcement Officer/Zoning Officer that may lead into Full Time Position. Possible options could include 2 Part-Time Positions. Currently, the Mayor has been taking care of addressing any issues.

MOTION: Cl'm Halstead moved, seconded by Cl'm Fickes to Approve to Advertise for Part-Time Code Enforcement Officer/Zoning Officer or Full-Time Position. Motion carried with 5 Yeas and 1 Nay from Cl'm Barbara Leach as she felt a Full Time Code Enforcement Officer is needed.

President Shope will contact existing candidates to find out if any are interested in starting in a Part-Time position.

Discussion on what is a Probationary Period. According to Cl'm Halstead the 90-day Probationary Period is for evaluation of performance and pay raise. All Full Time Employees receive Benefits from Day 1 at No Cost to the employee. The borough has always paid for family members at no cost to the employee.

Discussion on Part-Time status. Part Time positions do not receive benefits. The Part-Time position could be the Probationary Period.

Open Sidewalk Café Permit Application

The Open Sidewalk Café Permit Application had some minor wording revisions previously presented for consideration with the fees as follows: \$0.00 Without Alcohol; \$100.00 With Alcohol; \$50.00 Per Event with Alcohol.

MOTION: Cl'm Dudley moved, seconded by Cl'm Bucher to Approve the Open Sidewalk Café Permit Application with the following fees: \$0.00 Without Alcohol; \$100.00 With Alcohol; \$50.00 Per Event with Alcohol. Motion carried.

Code Enforcement Violation Fines

Fines are currently in the ordinance. Need to amend the ordinance incorporating the needed changes to state the fines are established by resolution. Cl'm Leach, Cl'm Halstead, Cl'm Fickes, and Mayor Tice will attend the Ordinance Committee meetings to help with the revisions.

Employee Policies: Isolved

Isolved, the borough's payroll company, requested any new Leave Accrual policies by December 13, 2024. No changes to the Leave Accrual policy for 2025. No action needed.

NEW BUSINESS

School Leaf Removal

The school has a contractor blowing leaves into the street and the borough streets crew then picks them up. The school has until the end of March to evaluate the contractor and weigh their options as to whether or not to renew the contract. The school is annexed and wants to be treated the same. The Newport Borough Council and the School Board should have a discussion on this issue. Cl'm Shope and Cl'm Fickes would like to be involved in the discussion with the school board.

Use of Borough Owned Patriotic Decorations

Cl'm Fickes requested if the fire company could use the borough owned patriotic decorations for their 100th Anniversary Celebration in 2025. The items used would be cleaned and returned to the borough.

MOTION: Cl'm Halstead moved, seconded by Cl'm Dudley to Approve the fire company to use the borough owned patriotic decorations for their 100th Anniversary Celebration in 2025. Motion carried.

Abstained: Cl'm Christian Fickes due to being a fire company member

Street Closure: N. 2nd Street, December 1, 2024; Raising Christmas Tree

MOTION: Cl'm Dudley moved, seconded by Cl'm Halstead to Approve the Street Closure on N. 2nd Street on the Square on December 1, 2024 for the Raising of the Christmas Tree by the fire company. Motion carried.

President Shope will sign off on the Street Closure Request Form.

Public Hearing Request for Inter-municipal transfer of R Liquor License to 57 N. 2nd Street

A public hearing request letter was received for the Inter-municipal transfer of R Liquor License No. R-18161 from Duncannon to 57 North 2nd Street in the Borough of Newport from Donald Failor, sole member of Blue Buffalo Tavern, LLC.

MOTION: Cl'm Fickes moved, seconded by Cl'm Dudley to Approve the Public Hearing on the Inter-municipal transfer of restaurant liquor license No. R-18161 from Duncannon to 57 Nort 2nd Street in the Borough of Newport from Donald Failor, sole member of Blue Buffalo Tavern, LLC and the Advertising of said Public Hearing. Motion carried.

Budget

Workers Comp Policy for Volunteer Ambulance

All volunteers are covered at a flat rate, even if there are more volunteers, as per emailed received from HUB International Three Rivers, the agent of the Ambulance Coverage in the borough's workers comp policy. Originally there was confusion over the number "1" in the policy in the meaning of how many volunteers are covered. Paid ambulance employees are not covered in this policy.

Orrstown Bank Accounts

Orrstown Bank has updated its policies and charges along with changing the borough's accounts to municipal accounts with a tiered interest rate, depending on balance in account. Will receive bank statements electronically in order to avoid a \$2 per statement fee per account.

2025 State Aid Liquid Fuels Budget

Estimated 2025 Allocation is \$43,967.72.

20% of the Estimated Allocation, \$8,793.55, is designated for Streets Equipment, which gives a total 2025 Streets Equipment Budget of \$32,123.83.

Cl'm Fickes expressed a thank you in that he liked the layout of the Liquid Fuels Budget Worksheet.

MOTION: Cl'm Halstead moved, seconded by Cl'm Fickes to Approve and Tentatively Adopt and Advertise the 2025 Liquid Fuels Budget. Motion carried.

Medical

Highmark Traditional Plan by Municipal Benefits Services gave a per month quote of Employee Only = \$823.20; Employee & Child = \$1,316.70; Employee & Children = \$1,811.25; Employee & Spouse = \$2,139.90; Family = \$2,634.45. Not Age Rated, as the current 2024 CapitalBlue plan.

MOTION: Cl'm Fickes moved, seconded by Cl'm Dudley to Approve the Highmark Traditional Plan by Municipal Benefits Services as the 2025 Medical Coverage Plan. Motion carried.

Abstained: Mary Bucher due to being a Highmark employee

Dental

United Concordia by Municipal Benefits Services offered 4 Dental Options: Value, Basic, Premium, Platinum.

MOTION: Cl'm Dudley moved, seconded by Cl'm Halstead to Approve the United Concordia Premium Plan; Per month: Employee Only = \$26.33 and Family = \$77.99; as the 2025 Dental Coverage Plan. Motion carried.

Abstained: Mary Bucher due to being a Highmark employee

Vision

Vision Benefits of America (VBA) by Municipal Benefits Services offered 3 Vision Options: Basic, Premium, Platinum.

MOTION: Cl'm Fickes moved, seconded by Cl'm Halstead to Approve the Vision Benefits of America Platinum Plan; Per month: Employee Only = \$8.66 and Family = \$18.47; as the 2025 Vision Coverage Plan. Motion carried.

Abstained: Mary Bucher due to being a Highmark employee

Short Term/Long Term Disability; Life; Accidental Death/Dismemberment

The Hartford, the current carrier of Short Term/Long Term Disability; Life; and Accidental Death/Dismemberment by Assured Partners (acquired Don Jacobs Insurance) has reasonable rates and the secretary recommended keeping the current coverage.

MOTION: Cl'm Dudley moved, seconded by Cl'm Halstead to Approve The Hartford as the 2025 Short Term/Long Term Disability; Life; and Accidental Death/Dismemberment Coverage Plan. Motion carried.

Employee Wages

Wage increases of 2% for all employees were proposed.

Discussion on the Assistant Secretary position. Discussion on the Elected Officials role for the betterment of the Borough of Newport.

MOTION: Cl'm Dudley moved, seconded by Cl'm Bucher to Approve a 2% Increase of the Hourly Wage of all Employees. Motion carried.

Abstained: Cl'm Tami Halstead due to being the current Assistant Secretary.

2025 General Fund Budget

Each line item was reviewed and discussed by council, page by page until all categories were completed.

MOTION: Cl'm Dudley moved, seconded by Cl'm Halstead to Approve with Edits and Tentatively Adopt and Advertise the 2025 General Fund Budget. Motion carried.

Opposed: Cl'm Christian Fickes due to he felt the council could have done more in the budget.

Next Meeting Date: Tuesday, December 3, 2024 Regular Meeting at 7 pm

ADJOURNMENT: Cl'm Dudley moved, seconded by Cl'm Halstead to adjourn at 9:34 p.m. Motion carried.

Respectfully Submitted,

Shelly Damiano,
Secretary/Treasurer