

**NEWPORT BOROUGH COUNCIL**  
**REGULAR MEETING MINUTES**  
**December 3, 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, Penny Frownfelter, Tami Halstead, and Billie Dudley.

**OTHERS PRESENT:** Newport Borough Secretary Shelly Damiano, Mayor Stephen Tice  
Luke Roman, Perry County Times  
Randy Waggoner & Darla McNaughton, Perry County Assessment Office  
Brenda Watson & Frank Campbell, Perry County Commissioners  
Don Failor, owner of Blue Buffalo Tavern, and Rachel Flickinger  
Frank Sluzis, Esq., attorney for Don Failor; Stenographer to record Hearing  
Charlie Mallios, LCB – LIC  
Tom Schrieber

Court Reporter present, as requested by Frank Sluzis, Esq., for the record of the Hearing:  
Request for Transfer of a Restaurant Liquor License to 57 N. 2<sup>nd</sup> Street, Newport Borough, Perry County  
Aka: Blue Buffalo Tavern

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:** Randy Waggoner, Chief Assessor, and Darla McNaughton: Perry County Reassessment Update  
The Residential Assessment complete. Data Collectors will go back out, if needed.  
The Commercial Assessment has begun, including tax-exempt properties. Reassessment is on ALL properties.  
If there is a "No Trespassing" sign, information will be obtained using other means, such as GPS.  
If a Vision employee enters into a residence, that is cause for termination.

**Timeline**

November 4, 2024	Data Verification Form mailed to properties
February 10, 2025	Preliminary values: NE area of county
February 25, 2025	Preliminary values: West area of county
March 10, 2025	Preliminary values: Central area of county

If owner is not satisfied with reassessment, an appointment can be made with Vision for an informal review.

June 1, 2025	All informal reviews are completed
June 15, 2025	File a formal appeal
October 15, 2025	Appeals reviewed by Perry County Commissioners
October 31, 2025	Appeals reviews completed by Perry County Commissioners

All taxing authorities will be able to adjust the face value for a revenue neutral tax. Maximum increase can be no more than 10%.

**ENGINEER'S REPORT:** Phil Brath

1. Project SR4008, Market Street from 4<sup>th</sup> to 6<sup>th</sup> and 6<sup>th</sup> Street from Market Street to Walnut Street will be engineered, to match funding.
2. HATS, Sidewalks & Curb Ramps Improvements for 4<sup>th</sup> Street from Market to Fickes fully funded.
3. Engineering rates will be going up in 2025. The 2025 Rate sheet will be provided later this month.

**PUBLIC COMMENT:** Frank Campbell; Newport Revitalization Preservation Society (NRPS)

1. Ladies Night Out, November 8, 2024, was a success.
2. Black Friday/Small Business Saturday, November 29-30, 2024, has 50 gift baskets.
3. Tree Lighting this Saturday, December 7, 2024, at 4 pm. NRPS purchased new Christmas lights. Needed to reach 45' feet high. Sara Williams donated the Christmas tree. Citizens #1 Fire Company helped erect the tree.

**HEARING 7:15 PM: Transfer Restaurant Liquor License from Blue Buffalo Tavern, LLC, Duncannon, Perry County, to 57 N. 2<sup>nd</sup> Street, Newport Borough, Perry County**

Solicitor Dissinger asked for a person to identify themselves before speaking to help the stenographer record who was speaking.

Frank Sluzis, attorney for Don Failor, owner of the Doyle Hotel, Duncannon, a family-oriented restaurant with alcohol, presented to the Newport Borough Council, as per Pennsylvania Statutes Title 47 P.S. Liquor §4-461 of the Liquor Code, the process of an inter-municipal transfer of a liquor license from one municipality to another in the same county requires the receiving municipality to grant approval of said license. Restaurant Liquor License R-18161, Blue Buffalo Tavern, LLC, Duncannon, is requesting to be transferred to 57 N. 2<sup>nd</sup> Street, Newport, Perry County, PA. A Public Hearing Notice was advertised in a paper of general circulation, and, after the Hearing, if council approves, Newport Borough would approve the liquor license transfer by Resolution.

Points of Discussion concerning Liquor License Transfer

- 1) Parking: At least 9 in back of property and a lease with neighbors.
- 2) Days/Hours: Thursday – Sunday; 4 pm – 10 pm; Stop serving at 9 pm.
- 3) Rooms: (3) 1 Bedroom/1 Bath units; Chef will reside in 2<sup>nd</sup> floor unit; Other units To Be Determined (TBD)
- 4) Unit Parking: The (3) units would need at least 4 parking spaces.
- 5) Restaurant Opening Date: Restaurant is ready. Requires Department of Agriculture approval. Hope to be open by Christmas with BYOB. Average time the Liquor Control Borad (LCB) to approve is 8 – 12 weeks.
- 6) Building Layout: 1<sup>st</sup> Level = Restaurant; 2<sup>nd</sup> Level = Theme Rooms for Private Parties; 3<sup>rd</sup> Level = TBD
- 7) Menu: High-end steak and seafood, fish & chips, chicken fingers, etc.
- 8) Patio: Small patio in back will be open in Spring with tables & chairs.
- 9) Kitchen: Kitchen has central access to all dining locations within property.
- 10) Extended Space Application to Liquor Control Board (LCB): Will need to apply for alcohol consumption on patio.
- 11) Establishment Name: Blue Buffalo Tavern, LLC is the name for 57 N. 2<sup>nd</sup> Street, Newport
- 12) Council Tour of 57 N. 2<sup>nd</sup> Street: Council members are welcome to tour the establishment at any time.

Commissioner Frank Campbell publicly thanked Don Failor for investing in Newport.

No Audience Testimony.

The Public Hearing was closed at 8:30 pm.

**Roll Call Vote to Accept or Reject the Liquor License Transfer of R-18161**

Yeas: (6) = Christian Fickes, Mary Bucher, Billie Dudley, Penny Frownfelter, Barbara Leach, Gregory Shope

Nays: (1) = Tami Halstead

Motion carried.

**Resolution #18-24 Liquor License Transfer of R-18161 Blue Buffalo Tavern, LLC to 57 N. 2<sup>nd</sup> Street, Newport**

**MOTION**: Cl'm Fickes moved, seconded by Cl'm Bucher to Approve Resolution #18-24 Liquor License Transfer of R-18161 Blue Buffalo Tavern, LLC to 57 N. 2<sup>nd</sup> Street, Newport. Motion carried

Yeas: (6) = Christian Fickes, Mary Bucher, Billie Dudley, Penny Frownfelter, Barbara Leach, Gregory Shope

Nays: (1) = Tami Halstead

Motion carried.

**SOLICITOR’S REPORT**: William Dissinger

None

**STREETS COMMITTEE REPORT**: Cl'm Fickes/Supervisor Harris

Streets Report

1. Snowflakes are up and needed bulbs replaced. A few do not turn on due to the streetlight fixture, not the snowflakes themselves. Kept the lift an extra day to diagnose the issue.

- 2. Council agreed that Friday, December 13, 2024 was the last day for leaf pickup and then the leaf box will be taken off.
- 3. Collapsed inlet at 5<sup>th</sup> & Oliver has been framed and concrete poured. Will need to finish with some cold patch.
- 4. Ford Ranger has 2 new tires installed, ball joint replaced, and inspected. Total cost, \$419.70, was less than the amount of \$487.70 approved at the November 5, 2024 Council Meeting. A savings of \$68.00

Cody Harris gave a personal written Thank You to council for the new health insurance policy and having his entire family on the health insurance plan.

No Streets Committee Meeting in November.

School leaf removal

Cl'm Shope and Cl'm Fickes will speak to the school.

**APPROVAL OF THE MINUTES:** November 5, 2024 Regular Meeting Minutes & November 19, 2024 Mid-Month Meeting Minutes

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Dudley to Approve the November 5, 2024 Regular Meeting Minutes and to Approve the November 19, 2024 Mid-Month Meeting Minutes. Motion carried.

**TREASURER'S REPORT FOR DECEMBER:** Treasurer Damiano

**Treasurer Damiano read the December Financial Report**

Newport Borough General Account balance December 1, 2024:	\$ 145,556.22
ACH: Realty Transfer Tax: December 2, 2024	\$ 4,106.20
ACH: State Police Fines: December 2, 2024	\$ 265.97
Outstanding bills presented for payment:	<b>\$ 7,835.42</b>
Estimated Income for balance of December: EIT: \$10,000.00	\$ 10,000.00
Estimated Expenses for Balance of December:	<b>\$ 26,846.12</b>
Estimated Balance December 31, 2024:	\$ 125,246.85
Liquid Fuels Account Balance December 1, 2024:	\$ 51,598.36
Outstanding Bills presented for payment:	<b>\$ 175.89</b>
Estimated Expenses for balance of November:	<b>\$ 1,500.00</b>
Estimated Balance November 30, 2024	\$ 49,922.47

**MOTION:** Cl'm Fickes moved, seconded by Cl'm Dudley to approve December's Financial Report. Motion carried.

**APPROVAL OF DECEMBER'S BILLS TO DATE:** Treasurer Damiano

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

**SECRETARY'S REPORT:** Secretary Damiano

- 1. Attended 7 webinars and 1 on-site events. Have 1 upcoming webinar and 2 on-site events at this time.
- 2. Cancellation Notice for previous insurance carrier, Selective, was signed by Cl'm Halstead, as the council representative, and submitted.

3. Submitted the Local Share Account-Statewide on November 11, 2024 in the amount of \$124,300.00 for installation of closed cell spray foam insulation and interior metal panels for the Maintenance Garage. There was a \$100.00 non-refundable application fee.
4. Signed up for Online Bank Statements at Orrstown Bank to save \$2 fee per account.
5. Capital Blue health insurance issued a Retroactive Adjustment due to incorrect codes to an employees family. A savings of \$294.78.
6. The Hartford policy will remain for Life, AD/D, ST & LT Disability provider.
7. A data collector from VISION for the Perry County Reassessment came on November 21, 2024 to reassess the borough office building.

**CODE ENFORCEMENT REPORT:** None

**CODE ENFORCEMENT COMMITTEE:** Cl'm Bucher  
No meeting. No report.

**ORDINANCE COMMITTEE:** Cl'm Leach  
No meeting. No report.

**PLAYGROUND COMMITTEE REPORT:** Cl'm Halstead  
No meeting. No report.

**FINANCE COMMITTEE REPORT:** Cl'm Frownfelter  
No meeting. No report.

**WEBSITE/IT COMMITTEE REPORT:** Cl'm Dudley  
No meeting. No report.

**MAYOR'S REPORT:** Mayor Tice

1. Attended Perry County Chamber of Commerce Event at Humble Stitch on November 7, 2024.
2. Met with Renee Leshner-Waltman concerning sewer problem from the adjoining property. The mayor was invited to see the sewage accumulating in basement. The borough does have an ordinance that addresses a public health problem. Renee Leshner-Waltman can obtain a lawyer and sue the neighboring property owner.
3. Walks the town, speaks with residents, and observes the businesses.

**OLD BUSINESS**

**Employee Policies**

Nothing to report.

**ARPA account**

Option #1: Close account. Move funds to Reserve account.

Option #2: Rename acronym: ARPA

Cl'm Halstead suggested opening a new account with Match Funds and Bridge Funds: HATS & CDBG

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Fickes to Approve closing the ARPA account and transferring the remaining funds to the Reserve account. Motion carried

**Agreement for SR849 with PennDOT**

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Dudley to Approve to move forward on the agreement for SR849 with PennDOT through the ECMS system. Motion carried

**NEW BUSINESS**

**Advertise for Letters of Interest for Planning, Sewer, Water, Vacancy Board, and Zoning Hearing Board**

**MOTION:** Cl'm Halstead moved, seconded by Cl'm Dudley to Advertise for Letters of Interest for Planning, Sewer, Water, Vacancy Board, and Zoning Hearing Board. Motion carried

**Advertise for 2025 Meeting Dates and Committee Meeting Dates**

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Fickes to Advertise the 2025 Meeting Dates and Committee Meeting Dates. Motion carried.

**Borough Christmas Party**

Borough Council agreed to have a Christmas Party at the Water Authority on Tuesday, December 24, 2024, beginning at 11 am so the Streets crew can have a half day.

**MOTION:** Cl'm Dudley moved, seconded by Cl'm Fickes to Approve up to \$200.00 Expenditures for Christmas Party food and supplies. Motion carried.

**Employee Christmas Bonus**

**MOTION:** Cl'm Dudley moved, seconded by Cl'm Frownfelter to Approve Christmas Bonuses to employees, the same as last year, as follows: \$500.00 Full Time Employees; \$250.00 Part Time Employees; \$100.00 Seasonal/On Call Employees; with the borough calculating the taxes in order for the employee to receive the full amount of the bonus. Motion carried.

**2025 PSAB Membership Dues/Plus Membership**

PSAB Membership = \$237.00; Borough Councils Association = \$30.00  
Plus Membership = \$450.00, which is extra but helps with discounted and free webinars/classes.

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Dudley to Approve the 2025 PSAB Membership Dues for \$237.00, the Borough Council Association for \$30.00 and the Plus Membership for \$450.00 for a total of \$717.00. Motion carried.

**2025 Mayor Association Dues**

**MOTION:** Cl'm Frownfelter moved, seconded by Cl'm Leach to Approve the 2025 Pennsylvania State Mayors' Association Dues for \$70.00 and the Association of Mayors of Boroughs of PA Dues for \$60.00 for a total of \$130.00 for 2025 Mayor Association Dues. Motion carried.

**Zoning Hearing Board**

**MOTION:** Cl'm Dudley moved, seconded by Cl'm Fickes to Approve \$125.00 to Paddi Sharar and \$125.00 to Eugene Alex for being on the Zoning Hearing Board. Motion carried.

**Communications**

1. Water Authority Minutes and Financial Reports: October 8, 2024
2. Newport Borough Municipal Authority Minutes: October 24, 2024
3. Comcast Price Adjustments Notification
4. Barton & Loguidice: Notice of PWS Permit Minor Modification
5. Bread of Life Outreach
6. Keep Pennsylvania Beautiful

**Next Meeting Date:** Tuesday, December 17, 2024, Mid-Month Budget Meeting at 7 pm

**ADJOURNMENT:** Cl'm Fickes moved, seconded by Cl'm Dudley to adjourn at 8:21 p.m. Motion carried.

Respectfully Submitted,

Shelly Damiano,  
Secretary/Treasurer