

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

OCTOBER 6, 2025

VICE PRESIDENT JOHN ZYLA, CALLED THE MEETING TO ORDER AT 6:00 PM AND STARTED WITH THE PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA.

ROLL CALL:

THE FOLLOWING COMMISSIONERS ATTENDED MR. DAVE SARAKA, MR. MICHAEL ROKE, MR. JOHN VISHNEFSKI, AND MR. JOHN ZYLA. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER JOSEPH HILLAN, ATTORNEY CHRIS SLUSSER, AND FINANCIAL CONSULTANT JENNIFER POLITO. MR. PAUL CZAPRACKI WAS ABSENT.

CITIZENS COMMENTS: MS. MARCY RAIEWSKI ADDRESSED THE BOARD WITH NUMEROUS CONCERNS WITH THE WOODED AREA LOCATED BEHIND HER PROPERTY AT 30 WEST MAIN STREET IN GLEN LYON. MR. ZYLA REFERRED MS. RAIEWSKI 'S COMMENTS TO THE SOLICITOR.

MR. JOHN PETROS ADDRESSED THE BOARD CONCERNING THE DRIVEWAY CUT, CRACKED SIDEWALKS AND SUNKEN TREE LAWN IN FRONT OF HIS PROPERTY AT 36 WEST MAIN STREET IN GLEN LYON. MR. PETROS ALSO ASKED IF THERE WAS A GHOST POLE PROGRAM IN PLACE.

MS. PALMIRA MILLER STATED THAT THE MONTHLY FOOD DISTRIBUTION WOULD BE HELD THIS SATURDAY OCTOBER 11TH AT THE MUNICIPAL GARAGE.

APPROVAL OF MINUTES: MR. SARAKA MOVED THAT THE MINUTES OF THE COMMISSIONERS' MEETING FROM SEPTEMBER 2ND BE APPROVED. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

MR. SARAKA MOVED THAT THE MINUTES OF THE COMMISSIONERS' MEETING FROM SEPTEMBER 22ND SPECIAL MEETING BE APPROVED. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF SEPTEMBER 30, 2025 AS FOLLOWS:

GENERAL FUND	(PSBT)	\$316,055.76
CONTINGENCY FUND	(PLGIT)	\$666,271.08
CAPITAL PURCHASE FUND	(PLGIT)	\$2,539.39
RECYCLING FUND	(PLGIT)	\$34,947.98
REFUSE FUND	(PLGIT)	\$57,606.92
REFUSE FUND	(PSBT)	\$21,817.39
LIQUID FUELS	(PLGIT)	\$63,487.94
RECREATION USE FUND	(PSBT)	\$100.09

TOTAL CASH ON HAND AS OF SEPTEMBER 30, 2025 \$1,162,826.55

MR. SARAKA MOVED TO ACCEPT THE REPORT OF TOWNSHIP FUNDS. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

APPROVAL OF NON-RECURRING BILLS PAID DURING SEPTEMBER 2025:

MR. HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON-RECURRING BILLS PAID DURING THE MONTH OF SEPTEMBER TOTALING \$159,535.91. MR. SARAKA MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN OCTOBER 2025:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN OCTOBER TOTALING \$206,347.09. MR. SARAKA MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

DEPARTMENT REPORTS:

a. STREET DEPARTMENT	MR HILLAN
b. POLICE DEPARTMENT	MR ZYLA
c. CODE ENFORCEMENT	MR.SARAKA
d. FIRE DEPARTMENT	MR ROKE
e. PARKS & RECREATION	MR.VISHNEFSKI

SOLICITOR'S REPORT: ATTORNEY SLUSSER HAD NOTHING TO REPORT

FINANCIAL OVERSIGHT REPORT: JENNIFER POLITO PRESENTED THE COMMISSIONERS WITH THE NINE-MONTH REVENUES \$1,930,734.92 AND EXPENSES \$1,828,732.79. MS POLITO ALSO REPORTED THAT THE 2026 DRAFT BUDGET IS PROGRESSING AND WILL BE READY FOR PRESENTATION AT THE NOVEMBER MEETING.

TOWNSHIP MANAGER'S REPORT:

- A. THE 2025 LUZERNE COUNTY COMMUNITY DEVELOPMENT GLEN LYON PAVING PROJECT STARTED ON SEPTEMBER 13TH AND WILL BE COMPLETED BY THE END OF OCTOBER.
- B. THE 2025 LSA GRANT APPLICATIONS FOR IMPROVEMENTS AT THE RECREATION PARK AND THE ALDEN PLAYGROUND, STREET PAVING AND THE MONUMENT PROJECT AT THE MUNICIPAL BUILDING WERE SUBMITTED ON SEPTEMBER 30TH.
- C. ON SEPTEMBER 24TH NEWPORT TOWNSHIP RECEIVED \$102,608.28 IN STATE AID FOR THE POLICE AND NONUNIFORM PENSION PLANS. THE FUNDS WERE DISTRIBUTED BETWEEN THE TWO PLANS LAST WEEK.
- D. THE LOWER SOUTH VALLEY COUNCIL OF GOVERNMENTS WILL BE HOLDING A RIBBON CUTTING CELEBRATION AT THE FUELING STATION ON WEDNESDAY OCTOBER 15TH AT 11:00.
- E. NEWPORT TOWNSHIP EMA AND TALEN WILL HOLD A PRACTICE EMERGENCY MANAGEMENT DRILL ON WEDNESDAY OCTOBER 15TH BEGINNING AT 6:00 PM AT THE MUNICIPAL BUILDING.
- F. ON SEPTEMBER 26TH KOHANSKI COMPANY COMPLETED THE 2024 AUDIT WITH NO FINDINGS. A COPY OF THE AUDIT IS IN YOUR MEETING PACKET.

NEW BUSINESS:

MR. SARAKA MOVED TO APPROVE THE TRANSFER OF \$7,848.75 FROM THE REFUSE ACCOUNT AND \$14,687.25 FROM THE RECYCLING ACCOUNT TO THE GENERAL ACCOUNT TO COVER EXPENSES FOR THE THIRD QUARTER OF 2025. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

MR. ROKE MOVED TO PASS A CONTINUATION OF THE AGREEMENT WITH LUZERNE COUNTY TO COLLECT THE MUNICIPAL TAXES THROUGH THE CALENDAR YEAR 2026. MR. SARAKA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

MR. SARAKA MOVED TO APPROVE RESOLUTION #9 OF 2024 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF NEWPORT TOWNSHIP, LUZERNE COUNTY, PENNSYLVANIA TO APPROVE THE LUZERNE COUNTY 2025 HAZARD MITIGATION PLAN UPDATE. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

MR. ROKE MOVED TO HIRE JOHN MCNEAL AS A PART TIME FIRE APPARATUS OPERATOR. MR. SARAKA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

MR. ROKE MOVED TO HIRE KYLE JONES AS A PART-TIME FIRE APPARATUS OPERATOR. MR. SARAKA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

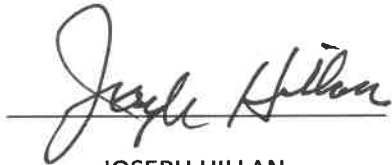
MR. VISHNEFSKI MOVED TO GRANT THE USE OF THE MUNICIPAL GARAGE TO THE NEWPORT TOWNSHIP WOMEN'S ACTIVITY GROUP FOR THEIR TRUNK OR TREAT ON SATURDAY OCTOBER 25, 2025, AND THE MUNICIPAL BUILDING FOR SANTA'S VISIT ON DECEMBER 6, 2025. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, VISHNEFSKI, AND ZYLA "NAYS" NONE

COMMISSIONERS COMMENTS:

THERE WERE NO COMMENTS FROM THE COMMISSIONERS

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR. ZYLA ADJOURNED THE MEETING AT 6:31 PM



JOSEPH HILLAN
TOWNSHIP SECRETARY



JOHN ZYLA
VICE- PRESIDENT BOARD OF COMMISSIONERS