

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF JULY 2, 2018

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

ROLL CALL:

THE FOLLOWING COMMISSIONERS WERE IN ATTENDANCE: MS ZALESKI, MR VISHNEFSKI, MR ZYLA, AND MR ROKE. ALSO IN ATTENDANCE WERE SOLICITOR ATTORNEY CHRISTOPHER SLUSSER, AND TOWNSHIP MANAGER, PETER WANCHISEN. MR CZAPRACKI WAS ABSENT.

CITIZENS' COMMENTS:

1. KRISSEY BLANK, EAST MAIN STREET COMPLIMENTED THE NEWPORT STREET DEPARTMENT FOR PAVING WORK THEY DID NEAR HER RESIDENCE. SHE WAS PARTICULARLY IMPRESSED WITH THE FAST RESPONSE FROM JOE HILLAN REGARDING HER REQUEST FOR ACTION.
2. PLYRA MILLER COMPLIMENTED THE VOLUNTEERS THAT HELPED AGAIN WITH THE FOOD DISTRIBUTION. SHE REPORTED A NEW CONVEYER SYSTEM THAT WAS USED TO MAKE THE PROCESS MORE EFFICIENT.
3. HEIDI JARECKI COMPLIMENTED THE POLICE, FIRE, AND STREET DEPARTMENT FOR THEIR ACTIONS DURING THE BURIAL CEREMONIES FOR FALLEN WORLD WAR II NAVY VETERAN AND NEWPORT TOWNSHIP RESIDENT, ED SLAPIKAS. PETTY OFFICER FIRST CLASS SLAPIKAS LOST HIS LIFE IN THE SERVICE OF OUR COUNTRY DURING THE SURPRISE JAPANESE ATTACK ON PEARL HARBOR ON DECEMBER 7, 1941. COMMISSIONER ZYLA ECHOED HIS APPRECIATION FOR THE OUTPOURING OF SUPPORT FROM MANY NEWPORT TOWNSHIP CITIZENS WHO SHOWED UP ALONG THE PROCESSION ROUTE TO HONOR PETTY OFFICER SLAPIKAS.

APPROVAL OF MINUTES:

A MOTION TO APPROVE THE MINUTES OF THE JUNE 4, 2018 COMMISSIONERS MEETING MINUTES WAS MADE BY MS ZALESKI AND SECONDED BY MR ROKE. VOTING YES WERE COMMISSIONERS ZALESKI, VISHNEFSKI, AND ZYLA. ABSTAINING WAS COMMISSIONER ROKE. BY MAJORITY THE MOTION PASSED.

REPORT OF TOWNSHIP FUNDS:

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH A REPORT OF CASH ON HAND AS OF JUNE 30, 2018:

a. GENERAL FUND	\$295,688.28
b. THEFT RESTITUTION FUND	\$105,753.26
c. RECYCLING FUND	\$32,168.24
d. REFUSE FUND	\$149,565.33
e. UDAG	\$9,714.59
f. PLGIT (liquid fuels)	\$89,882.32
g. FIRE DEPARTMENT CONTROLLED	<u>\$18,437.70</u>
TOTAL CASH ON HAND	\$691,495.13

MR VISHNEFSKI MADE A MOTION TO ACCEPT THE REPORT GIVEN BY MR WANCHISEN. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

APPROVAL OF RECURRING BILLS PAID DURING JUNE 2018:

MR WANCHISEN PRESENTED THE COMMISSIONERS WITH A LIST OF RECURRING BILLS PAID DURING JUNE 2018 TOTALLING \$71,082.12. MR ROKE MADE A MOTION TO APPROVE PAYMENT. WHAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

APPROVAL OF NON RECURRING BILLS DUE TO BE PAID DURING JULY, 2018 :

MR WANCHISEN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS TOTALLING \$44,556.20 DUE TO BE PAID DURING JULY, 2018. MR ROKE MADE A MOTION TO APPROVE PAYMENT OF THE BILLS. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

DEPARTMENT REPORTS:

THE FOLLOWING REPORTS WERE GIVEN BY THE COMMISSIONERS RESPONSIBLE FOR THEIR RESPECTIVE OVERSIGHT:

a. STREET DEPARTMENT	MR WANCHISEN (FOR COMMISSIONER CZAPRACKI)
b. POLICE DEPARTMENT	MR ZYLA
c. CODE ENFORCEMENT	MS ZALESKI
d. FIRE DEPARTMENT	MR ROKE
e. PARKS & RECREATION	MR VISHNEFSKI

ALL WRITTEN REPORTS SUBMITTED BY THE COMMISSIONERS ARE INCORPORATED IN THESE MINUTES AND WILL BECOME A PERMANENT PART THEREOF.

SOLICITOR’S REPORT:

ATTORNEY CHRISTOPHER SLUSSER REPORTED ON THE FOLLOWING:

- a. ALBERT VANDERMARK LITIGATION IS PROCEEDING. A HEARING BEFORE MAGISTRATE MATHEW C. CHRISTOPHER IS SCHEDULED FOR JULY 25, 2018.
- b. QUALITY OF LIFE ORDINANCE, 3-2018, WAS READ AND WILL BE POSTED IN ACCORDANCE WITH PRESCRIBED NOTIFICATION PROCESS / SCHEDULE. MR ROKE MADE A MOTION TO APPROVE THE ORDINANCE. THAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED. NOTIFICATION OF THE ORDINANCE PASSAGE WILL BE POSTED ON THE TOWNSHIP WEB SITE AND FULL SCALE ENFORCEMENT TO BEGIN DURING AUGUST 2018.
- c. ON THE ISSUE OF NANTICOKE LITTLE LEAGUE CONVERTING A PORTION OF A STORAGE SHED IN THE RECREATION PARK TO A CONCESSION STAND, ATTORNEY SLUSSER WILL PREPARE A LEASE DOCUMENT TO ENSURE A RECIPERICAL AND AMICABLE RELATIONSHIP IS PUT IN PLACE FOR THE OPERATION OF SUCH FACILITY.

FINANCIAL OVERSIGHT REPORT:

- a. JENNIFER POLITO REPORTED THAT THE TOWNSHIP AUDIT FOR 2017 IS UNDERWAY AND A 2 DAY SITE VISIT WILL OCCUR MID JULY.
- b. A REVIEW OF THE P&L INDICATES A FAVORABLE POSITION IN TERMS OF INCOME, EXPENSES, AND YEAR OVER YEAR CASH FLOW.
- c. JENNIFER SUBMITTED A REPORT LISTING THE ACCOUNT TRANSFERS TO BE APPROVED BY COMMISSIONER PRESIDENT PAUL CZAPRACKI AND COMMISSIONER JOHN ZYLA. A COPY OF THAT REPORT IS ATTACHED TO THESE MINUTES AND WILL BECOME A PERMANENT PART THEREOF.

TOWNSHIP MANAGER’S REPORT:

MR. WANCHISEN REPORTED ON THE FOLLOWING:

- a. FIRST READING OF ORDINANCE 3-2018 QUALITY OF LIFE.
- b. THERE ARE 28 PROPERTY OWNERS WHO HAVE YET TO PAY THEIR ANNUAL REFUSE FEE. THE LIST OF DELIQUENT PAYERS IS AS FOLLOWS:

Jamie Danielle	76 W. Main St., Glen Lyon
Raymond Brabant	100 Newport St., Glen Lyon
Roland Dhati	51 Newport St., Glen Lyon
Estate of Mary Ellen Domashinski	33 Orchard St., Glen Lyon
Dakota Eichorn	63 E. Kirmar Ave., Alden
Ronald & Maryann Garbett	409 Alden Mountain Rd., Alden
Patrick Hogan	34 Orchard St., Glen Lyon

Robert Hughes	15 Overlook Dr., Nanticoke
Clem Krzynefski	96/R96 Newport Ave., Alden
Joshua Lowe	403 Alden Mountain Rd., Alden
Joseph & Penny Madl	75 Coal St., Glen Lyon
Estate of Ted Mosier	127 W. Main St., Glen Lyon
Jim Mulhern	156 Sharpe St., Alden

John Olszyk	37 E. Main St., Glen Lyon
Gary Powell	96 W. Enterprise St., Glen Lyon
Brian & Susan Smatko	279 Bellas Rd., Wanamie
Richard Townsend	598 Old Newport St., Wanamie
JAD Unlimited	47 / 49 E. Main St., Glen Lyon
Mark Wassell	81 Newport St., Glen Lyon
Lindsay Yetter	76 / 78 Coal St., Glen Lyon
Home Owner	146 / 148 E. Main St., Glen Lyon

c. GRANT INITIATIVES:

- i. EXTENSIVE ENGINEERING WORK CONTINUES ON THE RAILROAD STREET PROJECT. AFTER SUREVEY WORK IS COMPLETED BID SPECIFICATIONS WILL BE DEVELOPED AND PUBLISHED. TARGET DATE FOR BID SOLICITATION IS MID TO LATE JULY.
- ii. NO WORD YET ON WHAT PORTION OF THE \$15 MILLION LUZERNE COUNTY INFRASTRUCTURE GRANT THAT NEWPORT TOWNSHIP WILL BE AWARDED. MARK HURST, LUZERNE COUNTY O.C.D., STATED THAT HE RECEIVED 91 APPLICATIONS FOR CONSIDERATION. NO ESTIMATE AS TO WHEN AWARDS WILL BE ANNOUNCED.
- iii. MULTIMODAL APPLICATION IS 25% COMPLETE. STREET PAVING PRIORITIES WILL BE DEVELOPED AND PROJECT NARRATIVES WILL BE INCOPRORATED IN THE APPLICATION BY MID JULY.
- iv. O.C.D. PROJECTS WERE ADVERTIZED FOR BID AND THE SUCCESSFUL BIDDER APPEARS TO BE DON E. BOWER INC AT \$169,933.40. TOTAL NUMBER OF PROJECTS WILL NEED TO BE TRIMMED BACK SINCE THE TOTAL O.C.D. GRANT TOTALED \$150,000, \$20,000 OF WHICH IS EARMARKED FOR DEMOLITION WORK LEAVING \$130,000 FOR STREET DRAINAGE AND REPAVING. MR WANCHISEN REQUESTED A MOTION TO APPROVE THE MODIFIED PROJECT CONTRACT PROVIDED BY PENNEASTERN ENGINEERS. MR VISHNEFSKI MADE A MOTION TO APPROVE THE BID THAT WAS SUBMITTED BY DON E. BOWER, INC IN THE AMOUNT OF \$169,933.40 WITH THE UNDERSTANDING THAT THE SCOPE OF THE PROJECTS WOULD NEED TO BE MODIFIED TO COME IN UNDER THE \$130,000 AMOUNT. CONTRACT LANGUAGE ALLOWS FOR SUCH MODIFICATION. MR VISHNEFSKI'S MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED

- d. EMERGENCY GENERATOR IS INSTALLED AND FUNCTIONAL AS OF 6/30/2018
COMMISSIONER ZYLA COMPLIMENTED TOWNSHIP EMPLOYEES, AND
COMMISSIONER JOHN VISHNEFSKI FOR THEIR TENACITY IN PURSUING THIS EFFORT.
HE ALSO DIRECTED TOWNSHIP MANAGER TO SEND A THANK YOU LETTER TO
EMERGENCY MANAGER, JASON KOWALSKI, FOR THE \$1,500 GRANT HE PROCURED
FOR THE PROJECT.
- e. ATLANTIC BROADBAND REPLACED VERIZON WIRELESS PHONE SYSTEM DUE TO
NUMEROUS PROBLEMS WITH PHONE CONNECTIVITY.

NEW BUSINESS / COMMISSIONERS COMMENTS:

THERE WAS NO NEW BUSINESS ITEMS TO DISCUSS AND THERE WERE NO ADDITIONAL
COMMENTS FROM THE COMMISSIONERS.

ADJOURNMENT:

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR ZYLA
ADJOURNED THE MEETING AT 6:38 PM



PETER F. WANCHISEN

TOWNSHIP MANAGER