

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF AUGUST 7, 2017

PRESIDENT, PAUL CZAPRACKI, CALLED THE MEETING TO ORDER AT 6:00 PM AND STARTED WITH THE PLEDGE OF ALLEGIANCE TO THE FLAG.

ROLL CALL:

THE FOLLOWING COMMISSIONERS WERE IN ATTENDANCE: MR ZYLA, MR CZAPRACKI, MR VISHNEFSKI, AND MS ZALESKI. ALSO IN ATTENGANCE WERE SOLICITOR, CHRISTOPHER SLUSSER, TOWNSHIP MANAGER, PETER WANCHISEN, AND FINANCIAL OVERSIGHT EMPLOYEE, JENNIFER POLITO.

ABSENT WAS COMMISSIONER, MICHAEL ROKE

CITIZENS COMMENTS:

1. LEON BONCZEWSKI ADDRESSED THE COMMISSIONERS COMPLAINING ABOUT RESIDENTS OF NEWPORT ALLOWING THEIR ANIMALS TO DEPOSIT WASTE THROUGHOUT THE RESIDENTIAL AREAS AND NOT CLEANING UP AFTER THEM. HE WAS INSTRUCTED TO CONTACT THE POLICE DEPARTMENT WITH THE VIDEO EVIDENCE HE HAS FOR FOLLOW UP ACTION. MR BONCZEWSKI RECOMMEDED THAT A NOTIFICATION BE PLACED IN THE NEWPORT TOWNSHIP COMMUNITY GROUP PUBLICATION AND ALSO ON THE TOWNSHIP WEB PAGE. MR WANCHISEN AGREED TO ENSURE THAT THAT HAPPENED. HE ALSO RECOMMENDED THAT CODE ENFORCEMENT BE DIRECTED TO A PROPERTY ON ENTERPRISE STREET BELONGING TO THE DERONDE FAMILY. RACOONS AND OTHER ANIMALS HAVE BEEN OBSERVED ENTERING THE PROPERTY THAT IS CONSIDERED NEGLECTED AND IN NEED HAVE REPAIR. MR BONCZESKI WAS TOLD THAT ACTION IS CURRENTLY UNDERWAY TO ELIMINATE THESE ISSUES. ON A POSITIVE NOTE, HE COMPLIMENTED THE STREET DEPARTMENT FOR ROAD REPAIRS DONE ON ENTERPRISE STREET.
2. PALMIRA MILLER ADDRESSED THE COMMISSIONERS AND UPDATED THEM ON THE INCREASING SUCCESSES OF THE FOOD BANK PROGRAM. 93 FAMILIES BENEFITED FROM THE GIVE AWAY PROGRAM. SHE COMPLAINED ABOUT HIGH GRASS AND WEEDS AT 72/74 RIDGE STREET. ALSO REMINDED THE COMMISSIONERS THAT WATER IS ENTERING HER PROPERTY DUE TO A COLLAPSED DRAIN PIPE ALONG SIDE OF HER RESIDENCE. SHE WAS ASSURED THAT WORK TO IDENTIFY THE PROBLEM WILL BEGIN AS SOON AS FUNDS BECOME AVAILABLE. MR HILLAN WILL CAMERA THE LINE TO IDENTIFY ANY PROBLEM AREA.

3. HEIDI JARECKI ADDRESSED THE COMMISSIONERS AND EXPRESSED GRATITUDE FOR THE SUPPORT GIVEN TO THE RECENT NIGHT OUT EVENT. A TOTAL OF \$1,200 WAS GIVEN TO THE POLICE DEPARTMENT TO BE USED FOR EQUIPMENT PURCHASES. MONEY WAS DEPOSITED IN AN ACCOUNT CONTROLLED BY THE POLICE DEPARTMENT.

APPROVAL OF MINUTES:

MS ZALESKI MADE A MOTION TO APPROVE THE MINUTES OF THE JULY 3, 2017 COMMISSIONERS MEETING. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

REPORT OF TOWNSHIP FUNDS

MR WANCHISEN REPORTED THE FOLLOWING FUNDS ON HAND AS OF JULY 31, 2017:

GENERAL FUND	\$198,703.31
THEFT RESTITUTION	\$109,223.36
RECYCLING FUND	\$20,294.36
REFUSE FUND	\$163,943.03
UDAG	\$24,079.62
PLGIT (liquid fuels)	\$18,346.24
FIRE DEPARTMENT CONTROLLED	\$18,346.24
TOTAL	\$620,593.34

NOTE: YEAR TO DATE INTEREST EARNED ON THE DEPOSIT ACCOUNTS AT FNCB TOTALED \$1,047.11

APPROVAL OF RECURRING BILLS PAID DURING JULY, 2017:

MR WANCHISEN SUBMITTED A LIST OF RECIURRING BILLS PAID DURING JULY TOTALLING \$161,543.59. A MOTION TO APPROVED PAYMENT WAS MADE BY MR VISHNEFSKI AND SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

APPROVAL OF NON RECURRING BILLS TO BE PAID DURING AUGUST, 2017:

MR WANCHISEN SUBMITTED A LIST OF NON RECURRING BILLS TOTALLING \$31,623.91 FOR APPROVAL. A MOTION TO APPROVE PAYMENT WAS MADE BY MR VISHNEFSKI AND SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

DEPARTMENT REPORTS:

THE FOLLOWING REPORTS WERE PROVIDED BY THE COMMISSIONERS RESPONSIBLE FOR OVERSIGHT:

STREET DEPARTMENT	MR CZAPRACKI
POLICE DEPARTMENT	MR ZYLA
CODE ENFORCEMENT	MS ZALESKI
FIRE DEPARTMENT	MR CZAPRACKI (FOR MR ROKE)
PARKS & RECREATION	MR VISHNEFSKI

ALL WRITTEN REPORTS ARE ATTACHED TO THESE MINUTES AND WILL BE A PERMANENT PART THEREOF.

SOLICITOR'S REPORT:

ATTORNEY CHRISTOPHER SLUSSER PROVIDED THE COMMISSIONERS WITH THE FOLLOWING UPDATES:

1. THE COMPLAINT FILED BY FORMER NEWPORT TOWNSHIP EMPLOYEE, KELLI VALAITIS, WAS REJECTED BY THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION.
2. THE COMPLAINT FILED BY NEWPORT RESIDENT, FRANK CHEST, WAS REJECTED BY LUZERNE COUNTY JUDGE LUPUS.
3. THE ABANDON VEHICLE ORDINANCE #2017-7 MODIFICATIONS HAS BEEN MADE AND IT IS NOW READY FOR APPROVAL BY THE COMMISSIONERS. MR ZYLA MADE A MOTION TO APPROVE AND ENACT THE ORDINANCE. MR VISHNEFSKI SECONDED THE MOTION. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
4. ATTORNEY SLUSSER EXPLAINED THE COOPERATION AGREEMENT BETWEEN NEWPORT TOWNSHIP AND LUZERNE COUNTY REGARDING THE RELEASE OF \$150,000 FOR VARIOUS STREET IMPROVEMENT PROJECTS THROUGHOUT THE TOWNSHIP. A MOTION TO APPROVE RESOLUTION 2017-4 AUTHORIZING MR CZAPRACKI TO RATIFY THE RESOLUTION WAS MADE BY MS ZALESKI AND SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED. MR CZAPRACKI IMMEDIATELY SIGNED THE RESOLUTION. A COPY OF THE AGREEMENT IS ATTACHED AND WILL BE A PERMANENT PART OF THESE MINUTES.

FINANCIAL OVERSIGHT REPORT:

JENNIFER POLITO REPORTED ON THE FOLLOWING:

1. DISTRIBUTED A YEAR TO DATE PROFIT & LOSS STATEMENT AND A GRAPH SHOWING CASH FLOWS DURING THAT SAME PERIOD. HER CONCLUSION IS THAT NEWPORT TOWNSHIP IS IN A SOLID FINANCIAL POSITION SINCE REVENUES OUTPACE 2016 NUMBERS AND EXPENSES ARE CONSISTANTLY UNDER THAT OF LAST YEAR.
2. THE 2018 BUDGETING PROCESS HAS BEGUN.
3. JENNIFER PRESENTED THE COMMISSIONERS WITH A LIST OF FUND TRANSFERS TO ALLIGN ENTRIES TO THEIR APPROPRIATE BUDGET ACCOUNTS. MR ZYLA MADE A MOTION TO APPROVE ALL OF THE TRANSFERS. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES AND THE MOTION PASSED. A COPY OF THE LIST OF TRANSFERS IS ATTACHED TO THESE MINUTES AND WILL BECOME A PERMANENT PART THEREOF.

TOWNSHIP MANAGER'S REPORT:

1. MR WANCHISEN RECOGNIZED THE FOLOWING INDIVIDUALS FOR VOLUNTEERING THEIR TIME AND MACHINERY TO RESEARCH THE POSSIBILITY OF A SECONDARY ROAD TO S.C.I. RETREAT, A MAJOR REASON THAT FACILITY WAS LISTED FOR POSSIBLE CLOSURE:
 - a. SENATOR JOHN YUDICHAK AND MARK GROCHOSKI
 - b. REPRESENTATIVE GERALD MULLERY AND CODY FORGACH
 - c. COMMISSIONERS PAUL CZAPRACKI, JOHN ZYLA,
 - d. POLICE CHIEF JEREMY BLANK
 - e. JOSEPH WILKES
 - f. JAMES SEDORCHAK
 - g. KEITH & VALERIE BARTEL
 - h. RICHARD RINUS
 - i. JOE HOOVER
 - j. RON PAPCHAK
2. MR WANCHISEN REQUESTED APPROVAL FROM THE COMMISSIONERS TO AUTHORIZE THE RELEASE OF LUZERNE COUNTY FUNDS FOR THE COST OF DEMOLITION LISTED BELOW:
 - a. \$8,000 DEMOLITION AND SITE CONTOURING AT 1 DEPOT STREET, GLEN LYON, IMMEDIATE DISBURSEMENT.
 - b. \$14,000 DEMOLITION AND SITE CONTOURING AT 68 W. MAIN ST., GLEN LYON, IMMEDIATE DISBURSEMENT.
 - c. \$7,000 SAFETY FENCE AT 68 W. MAIN ST., GLEN LYON TO BE DISBURSED AFTER TOWNSHIP ENGINEERS CERTIFIES COMPLETION ACCORDING TO SPECIFICATIONS.

MS ZALESKI MADE A MOTION TO AUTHORIZE PAYMENT AS STATED ABOVE. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS IN ATTENDANCE VOTED YES, AND THE MOTION PASSED.
3. THE LONG AWAITED WALKING TRAIL PROJECT HAS BEGUN. WINFIELD PETERS IS CURRENTLY EXCAVATING THE SITE AND GRAVEL WILL BE DELIVERED AND SPREAD TO COMPLETE THE JOB. COST WILL BE REEMBURSED AT 85% FROM THE COMMONWEALTH OF

- PENNSYLVANIA IN ACCORDANCE WITH A GRANT DELIVERED BY REPRESENTATIVE GERALD MULLERY.
4. A RESOLUTION AUTHORIZING LUZERNE COUNTY TO ACT AS TAX COLLECTOR FOR NEWPORT TOWNSHIP DURING 2018 WAS REQUESTED. THE PROCESSING FEE CHARGED BY LUZERNE COUNTY WILL IS THE SAME AS THOSE CHARGED FOR SERVICES PROVIDED DURING 2017. MR ZYLA MADE THAT MOTION. IT WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
 5. MR WANCHISEN REPORTED THAT THE PAVING PROJECT AT THE END OF CHESTNUT STREET IN THE ALDEN SECTION WAS COMPLETED. THE DRAINAGE PROBLEM THAT CAUSES FLOODING OF RESIDENCES DURING PERIODS OF HEAVY RAIN IS NOW ELIMINATED.
 6. MR WANCHISEN ANNOUNCED THAT HE IS IN THE EARLY STAGE OF INVESTIGATING A NEWLY ANNOUNCED GRANT PROGRAM THAT WOULD PAY FOR WALKING TRAILS.
 7. MR WANCHISEN REPORTED A NOTICABLE REDUCTION IN VEHICLES PARKING ALONG THE ROADWAY LEADING TO RIDGEVIEW. THIS HAS RESULTED IN A DRAMATIC DECREASE IN LITTERING AND ILLEGAL GUNFIRE. POLICE CHIEF BLANK ALSO COMMENTED THAT THE SURVAILANCE CAMERAS HAVE DETECTED NO ILLEGAL DUMPING IN WHAT WAS AT ONE TIME A PROBLEM AREA. MANY RESIDENTS IN ATTENDANCE COMPLIMENTED TOWNSHIP WORKERS AND THE POLICE DEPARTMENT FOR THEIR INTESE FOCUS IN THIS AREA.

ADJOURNMENT

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD OF COMMISSIONERS, PRESIDENT PAUL CZAPRACKI ADJOURNED THE MEETING AT 7:19 PM.

A handwritten signature in black ink, appearing to read "Pete F. Wanchisen", written over a horizontal line.

Pete F. Wanchisen

Township Manager