

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF DECEMBER 2, 2019

PRESIDENT, PAUL CZAPRACKI, 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: MR CZAPRACKI, MR ZYLA, MR ROKE, MS ZALESKI, AND MR VISHNEFSKI. ALSO IN ATTENDANCE WERE ATTORNEY JOHN SOLT (REPRESENTING SOLICITOR, ATTORNEY CHRISTOPHER SLUSSER), TOWNSHIP MANAGER, PETER WANCHISEN, AND INCOMING TOWNSHIP MANAGER, JOSEPH HILLAN

CITIZENNS' COMMENTS:

THERE WERE NO COMMENTS FROM ANY NEWPORT TOWNSHIP RESIDENTS

APPROVAL OF MINUTES FROM THE NOVEMBER 4, 2019 COMMISSIONERS' MEETING:

MR ZYLA MADE A MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 4, 2019 COMMISSIONERS' MEETING. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

REPORT OF TOWNSHIP FUNDS AS OF NOVEMBER 30, 2019:

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH A REPORT OF CASH ON HAND AS OF NOVEMBER 30, 2019 AS FOLLOWS:

| | | |
|---|---------|---------------------|
| a. GENERAL FUND | (FNCB) | \$132,558.00 |
| b. CONTINGENCY FUND | (PLGIT) | \$219,306.29 |
| c. RECYCLING FUND | (PLGIT) | \$12,246.34 |
| d. REFUSE FUND | (PLGIT) | \$47,686.93 |
| e. REFUSE FUND | (FNCB) | \$173.36 |
| f. LIQUID FUELS | (PLGIT) | \$55,472.62 |
| g. VEHICLE LEASE FUND | (PLGIT) | \$10,551.23 |
| h. RECREATION USE FUND | (FNCB) | \$6,754.56 |
| i. WWSA STORM WATER FUND | | \$27,333.57 |
| j. POLICE HOLDING FUND | (FNCB) | <u>\$ 0</u> |
| TOTAL CASH ON HAND AS OF NOVEMBER 30, 2019 | | \$512,082.90 |

MR VISHNEFSKI MADE A MOTION TO ACCEPT THE REPORT OF TOWNSHIP FUNDS. THAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

APPROVAL OF RECURRING BILLS PAID DURING NOVEMBER 2019:

MR WANCHISEN PRESENTED THE COMMISSIONERS A LIST OF RECURRING BILLS PAID DURING THE MONTH OF NOVEMBER, 2019 TOTALLING \$88,934.21. MR ZYLA MADE A MOTION TO APPROVE THE PAYMENTS. THAT 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 NOVEMBER 2019:

MR WANCHISEN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE TO BE PAID DURING DECEMBER 2019 TOTALLING \$32,948.26. MR VISHNEFSKI MADE A MOTION TO APPROVE THE PAYMENTS. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

DEPARTMENT REPORTS:

WRITTEN DEPARTMENT REPORTS WERE SUBMITTED BY RESPECTIVE DEPARTMENT HEADS AND READ BY THE COMMISSIONER RESPONSIBLE FOR OVERSIGHT AS FOLLOWS:

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|-----------------------|---------------|
| a. STREET DEPARTMENT | MR CZAPRACKI |
| b. POLICE DEPARTMENT | MR ZYLA |
| c. CODE ENFORCEMENT | MS ZALESKI |
| d. FIRE DEPARTMENT | MR ROKE |
| e. PARKS & RECREATION | MR VISHNEFSKI |
1. PLANS ARE BEING MADE TO HOLD A SPECIAL HALLOWEEN EVENT DURING 2020 WHICH WILL INCLUDE A SPOOKY WALK IN THE WANAMIE RECREATION PARK.
 2. MR VISHNEFSKI INFORMED THE COMMISSIONERS THAT MONEY NOT SPENT FOR RECREATIONAL PURPOSES DURING 2019 (APPROXIMATELY \$1,440) WILL BE EARMARKED FOR ACTIVITIES ANTICIPATED FOR THE YEAR 2020 AND ADDED TO THE 2020 BUDGETED AMOUNT

ALL WRITTEN REPORTS WILL BE INCORPORATED IN THESE MINUTES AND WILL BECOME A PERMANENT PART THEREOF.

SOLICITOR'S REPORT:

ATTORNEY JOHN SOLT REPRESENTED ATTORNEY CHRISTOPHER SLUSSER AND PROVIDED A FULL EXPLANATION OF ORDINANCE 4-2019 WHICH AMENDS THE INTERNATIONAL PROPERTY MAINTENANCE CODE (IPMC) AS ADOPTED BY NEWPORT TOWNSHIP. A MOTION TO APPROVE AND ENACT ORDINANCE 4-2019 WAS MADE BY MS ZALESKI. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE ORDINANCE WAS ENACTED.

FINANCIAL OVERSIGHT REPORT:

DUE TO THE ABSENCE OF FINANCIAL OVERSIGHT ANALYST, JENNIFER POLITO, MR WANCHISEN PRESENTED AN OVERVIEW OF THE CURRENT FINANCIAL CONDITION OF NEWPORT TOWNSHIP INDICATING THE REVENUES FOR THE MONTH OF NOVEMBER HAVE REBOUNDED FROM SEPTEMBER AND OCTOBER YEAR OVER YEAR COMPARISONS AND EXPENSES ARE IN LINE WITH BUDGET EXPECTATIONS. WANCHISEN REPORTED THAT THE TOWNSHIP IS WELL POSITIONED AS WE ENTER THE LAST MONTH OF 2019. THE 2020 BUDGET IS EXPECTED TO BE APPROVED AT A SPECIAL MEETING SCHEDULED FOR DECEMBER 17, 2019 AT 6:00pm IN THE NEWPORT TOWNSHIP MUNICIPAL BUILDING, 351 W. KIRMAR AVE, WANAMIE, PA

TOWNSHIP MANAGER'S REPORT:

- a. MR WANCHISEN INFORMED THE COMMISSIONERS OF THE IMPACT OF A COST OF LIVING INCREASE REQUESTED BY MR NORMAN BODECK, A RETIRED NEWPORT TOWNSHIP FIREMAN, WOULD AMOUNT TO \$32.45 PER MONTH. MR ROKE MADE A MOTION TO APPROVE THE INCREASE WHICH WILL BECOME EFFECTIVE JANUARY OF 2020. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
- b. A MOTION TO REAPPOINT MR DAWSON JENKINS FOR A FIVE-YEAR TERM TO THE BOARD OF THE NEWPORT TOWNSHIP SEWER AUTHORITY EFFECTIVE JANUARY 1, 2020 WAS MADE BY MR VISHNEFSKI. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS VOTED YES, AND THE MOTION PASSED.
- c. A MOTION TO APPOINT MR JOSEPH HILLAN TO BE THE SECRETARY FOR NEWPORT TOWNSHIP, AND GRANT ALL ASSOCIATED AUTHORITIES, WAS MADE BY MR VISHNEFSKI. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED. EFFECTIVE DATE TO BE JANUARY 1, 2020.
- d. A MOTION TO APPROVE RESOLUTION 12-2019 WHICH GRANTS BERKHEIMER SYSTEM ACCESS TO JOSEPH HILLAN WAS MADE BY MS ZALESKI. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS VOTED YES, AND THE MOTION PASSED.
- e. A MOTION TO APPROVE RESOLUTION 13-2019 WHICH AUTHORIZES PETER WANCHISEN AND/OR JOSEPH HILLAN TO APPLY FOR AND EXECUTE ALL DOCUMENTS ASSOCIATED WITH AN LSA (GAMING MONEY GRANT) IN THE AMOUNT OF \$431,300 FOR THE PURPOSE OF MAJOR RENOVATIONS TO THE NEWPORT TOWNSHIP FIRE STATION WAS MADE BY MR VISHNEFSKI. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
- f. A MOTION TO APPROVE RESOLUTION 8-2019 WHICH IS IN SUPPORT OF SENATE BILL 906 AND HOUSE BILL 1918 SPONSORED BY SENATOR JOHN YUDICHAK AND REPRESENTATIVE GERALD MULLERY RESPECTIVELY WAS MADE BY MR ROKE. THAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED. BOTH BILLS PROPOSE, IN PART, A MORATORIUM ON THE CLOSURE OF THE STATE CORRECTIONAL FACILITY RETREAT.
- g. A MOTION TO APPROVE RESOLUTION 9-2019 WHICH AUTHORIZES PETER WANCHISEN AND/OR JOSEPH HILLAN TO APPLY FOR AND EXECUTE ALL DOCUMENTS ASSOCIATED WITH AN LSA GRANT TO FUND THE PURCHASE OF A NEW POLICE RATED PICK UP TRUCK IN THE

AMOUNT OF \$81,431.70 WAS MADE BY MR ROKE. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

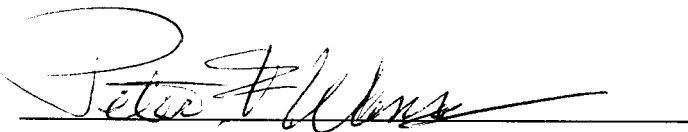
- h. A MOTION TO APPROVE RESOLUTION 10-2019 WHICH AUTHORIZES PETER WANCHISEN AND/OR JOSEPH HILLAN TO APPLY FOR, AND EXECUTE ANY DOCUMENTS ASSOCIATED WITH AN LSA GRANT IN THE AMOUNT OF \$50,050 WAS MADE BY MR VISHNEFSKI. THAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
- i. MS ZALESKI MADE A MOTION TO APPROVE RESOLUTION 11-2019 WHICH AUTHORIZES MR WANCHISE AND/OR JOSEPH HILLAN TO APPLY FOR, AND EXECUTE ANY DOCUMENTS ASSOCIATED WITH AN LSA GRANT IN THE AMOUNT OF \$500,000 FOR THE PURPOSE OF ACQUIRING AND DEMOLISHING SELECTED BLIGHTED PROPERTIES IN NEWPORT TOWNSHIP. THERE ARE CURRENTLY 20 PROPERTIES TARGETED FOR THIS INITIATIVE. THAT MOTION WAS SECONDED BYMR VISHNEFSKI. ALL COMMISSIONERS VOTED YES, AND THE MOTION PASSED.
- j. THE COMMISSIONERS WERE INFORMED OF A DECISION TO ASSIGN A PRIORITY STRUCTURE FOR TOWING OF VEHICLES ILLEGALLY PARKED ALONG THE ROAD LEADING TO THE RIDGEVIEW SECTION OF NEWPORT TOWNSHIP. KEN POLLOCK AUTO GROUP WOULD BE ASSIGNED THE JOB OF TOWING AND STORING OF THE VEHICLE. IN THE EVENT THEIR SERVICE WAS UNAVAILABLE, BINKS GARAGE, ROBERT STREET WOULD BE ASSIGNED THE JOB.
- k. A MOTION TO APPROVE RESOLUTION 14-2019 WHICH AUTHORIZES HANOVER TOWNSHIP TO ACT AS LEAD APPLICANT FOR A GRANT APPLICATION TOTALLING \$150,000 SUBMITTED BY THE LOWER SOUTH VALLEY COUNCIL OF GOVERNMENTS WAS MADE BY MS ZALESKI. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

NEW BUSINESS / COMMISSIONERS' COMMENTS:

PRESIDENT, MR CZAPRACKI, PRESENTED RETIRING TOWNSHIP MANAGER, PETER F. WANCHISEN, A PLACK AND WORDS OF APPRECIATION FOR HIS SERVICE TO NEWPORT TOWNSHIP OVER THE LAST THREE YEARS. WANCHISEN WILL BE RETIRING ON JANUARY 1, 2020. HE ADDRESSED THE COMMISSIONERS AND RESIDENTS IN ATTENDANCE WITH WORDS OF GRATITUDE FOR THE OPPORTUNITY TO SERVE NEWPORT TOWNSHIP AND OPTIMIISM FOR THE FUTURE OF NEWPORT. HE ALSO EXPRESSED APPRECIATION FOR ALL OF THE SUPPORT AFFORDED HIM DURING HIS TENURE AS TOWNSHIP MANAGER.

ADJOURNMENT:

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, PRESIDENT CZAPRACKI ADJOURNED THE MEETING AT 6:45 PM AND IMMEDIATELY WENT INTO EXECUTIVE SESSION.



PETER F. WANCHISEN
TOWNSHIP MANAGER