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MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF FEBRUARY 3, 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. JOHN ZYLA, MR. JOHN VISHNEFSKI, MR. MICHAEL ROKE, AND MS DEBORAH ZALESKI. ALSO IN ATTENDANCE WERE FINANCIAL CONSULTANT, JENNIFER POLITO, TOWNSHIP MANAGER, JOSEPH HILLAN AND ATTORNEY CHRIS SLUSSER. MR.PAUL CZAPRACKI WAS ABSENT.

CITIZENS COMMENTS:

THERE WERE NO CITIZENS COMMENTS

APPROVAL OF MINUTES: MR.ROKE MOVED THAT THE MINUTES OF THE JANUARY 6, 2025 COMMISSIONERS MEETING BE APPROVED. MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES"MS.ZALESKI MESSERS. ROKE, ZYLA, VISHNEFSKI, "NAYS" NONE

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF JANUARY 31, 2025 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$44,887.49
CONTINGENCY FUND	(PLGIT)	\$641,728.27
CAPITAL PURCHASE FUND	(PLGIT)	\$25,880.28
RECYCLING FUND	(PLGIT)	\$10,651.86
REFUSE FUND	(PLGIT)	\$126,022.50
REFUSE FUND	(FNCB)	\$110,076.36
LIQUID FUELS	(PLGIT)	\$31,676.33
RECREATION USE FUND	(FNCB)	\$100.02

TOTAL CASH ON HAND AS OF JANUARY 31, 2025 \$964,023.11

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

APPROVAL OF NON-RECURRING BILLS PAID DURING JANUARY 2025:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON-RECURRING BILLS PAID DURING THE MONTH OF JANUARY TOTALING \$125,771.40. MS.ZALESKI MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR.ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS.ZALESKI MESSERS. ROKE, ZYLA, VISHNEFSKI, "NAYS" NONE

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN FEBRUARY 2025:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN FEBRUARY TOTALING \$68,610.39. MR. VISHNEFSKI MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI MESSERS. ROKE, ZYLA, VISHNEFSKI, "NAYS" NONE

DEPARTMENT REPORTS:

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

SOLICITOR'S REPORT:

ATTORNEY SLUSSER HAD NOTHING TO REPORT

FINANCIAL OVERSIGHT REPORT:

MS. POLITO REPORTED THAT ALL OF THE DCED REPORTS HAVE BEEN FILED AND THAT THE TOWNSHIP WILL BE RECEIVING THE LIQUID FUELS FUNDS IN THE FIRST WEEK OF MARCH. MS POLITO ALSO STATED THAT THE YEAR TO DATE INCOME WAS \$58,220.05 AND THE EXPENSES WERE \$123,886.46.

TOWNSHIP MANAGER'S REPORT:

- A. ON TUESDAY JANUARY 14TH CHRIS GOETZ FROM THE DEPARTMENT OF MUNICIPAL SERVICES RECONCILED THE TOWNSHIP'S MS-965 LIQUID FUELS REPORT FOR 2024. NEWPORT TOWNSHIP WILL BE RECEIVING THEIR 2025 LIQUID FUELS FUNDS DURING THE FIRST WEEK OF MARCH.
- B. ON WEDNESDAY JANUARY 15TH EILEEN ROSEN FROM THE PENNSYLVANIA AUDITOR GENERALS OFFICE CONDUCTED AN AUDIT OF THE 2023 LIQUID FUELS FUND ACCOUNT. RESULTS OF THE AUDIT HAD NO FINDINGS.

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- C. AS OF JANUARY 31ST 580, REFUSE STICKERS HAVE BEEN SOLD THAT IS AN INCREASE OF TEN FROM THE SAME TIME PERIOD LAST YEAR.
- D. I AM WORKING WITH ATTORNEY ROCKMAN ON REVISIONS TO THE BURNING ORDINANCE AND WE ARE ALSO WORKING ON A DUMPSTER ORDINANCE. THESE ORDINANCES WILL BE PREPARED IN TIME FOR THE FEBRUARY WORK SESSION.

NEW BUSINESS:

MR ROKE MOVED TO APPROVE A MEMORADUM OF UNDERSTANDING AND AGREEMENT REGARDING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN NEWPORT TOWNSHIP AND THE FRATERNAL ORDER OF POLICE, WYOMING VALLEY LODGE NO.36. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES"MS.ZALESKI MESSERS. ROKE, ZYLA, VISHNEFSKI, "NAYS" NONE

MR .ROKE MOVED TO ACCEPT A LETTER OF RESIGNATION FROM DAVID HOFFMAN AS A FULL TIME FIRE APPARATUS DRIVER EFFECTIVE JANUARY 24, 2025 AND RETURN HIM TO A PARTME APPARATUS DIRIVER. MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES"MS.ZALESKI MESSERS. ROKE, ZYLA, VISHNEFSKI, "NAYS" NONE

MS.ZALESKI MOVED TO HIRE JASON POREMBA AS A PART TIME FIRE APPARATUS DRIVER. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES"MS.ZALESKI MESSERS. ROKE, ZYLA, VISHNEFSKI, "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 6:13 PM

JOSEPH HILLAN
TOWNSHIP SECRETARY

JOHN ZYLA
VICE PRESIDENT BOARD OF COMMISSIONERS

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