

# MINUTES

## NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF NOVEMBER 2,2020

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 WERE IN ATTENDANCE: MR. JOHN ZYLA, MS. DEBORAH FORGACH - ZALESKI, MR. MICHAEL ROKE AND MR JOHN VISHNEFSKI. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER, JOSEPH HILLAN, ATTORNEY CHRISTOPHER SLUSSER AND FINANCIAL CONSULTANT JENNIFER POLITO. MR PAUL CZAPRACKI WAS ABSENT DUE TO A MEDICAL ISSUE.

**CITIZENS COMMENTS:** MS. PALMIRA MILLER THANKED THE TOWNSHIP DPW FOR HAVING THEIR TRUCK AVAILABLE AT THE FOOD DISTRIBUTION THAT WAS HELD AT THE RECREATION PARK ON OCTOBER 24<sup>TH</sup>. MS. MILLER ALSO STATED THAT THERE WILL BE TWO MORE DSTRIBUTIONS HELD AT THE PARK THIS YEAR, NOVEMBER 7<sup>TH</sup> AND DECEMBER 5<sup>TH</sup>.

**APPROVAL OF MINUTES:** MR. ROKE MOVED THAT THE MINUTES OF THE OCTOBER 5 ,2020 COMMISSIONERS MEETING BE APPROVED. MS. ZALESKI SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA, "NAYS" NONE

**REPORT OF TOWNSHIP FUNDS:**

MR HILLAN REPORTED CASH ON HAND AS OF NOVEMBER 2, 2020 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$269,950.79
CONTINGENCY FUND	(PLGIT)	\$145,605.09
RECYCLING FUND	(PLGIT)	\$20,534.51
REFUSE FUND	(PLGIT)	\$37,425.71
REFUSE FUND	(FNCB)	\$37,425.71
LIQUID FUELS	(PLGIT)	\$80,451.05
VEHICLE LEASE FUND	(PLGIT)	\$13,531.09
RECREATION USE FUND	(FNCB)	\$6,754.56

WVSA STORM WATER FUND	\$25,610.08
POLICE HOLDING FUND (FNCB)	<u>    \$0</u>
<b>TOTAL CASH ON HAND AS OF NOVEMBER 2,2020</b>	<b>\$638,294.84</b>

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

**APPROVAL OF NON RECURRING BILLS PAID DURING OCTOBER 2020:**

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF OCTOBER TOTALING \$127,997.90 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. VISHNEFSKI, ZYLA, "NAYS" NONE

**APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN NOVEMBER 2020:**

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN NOVEMBER TOTALING \$83,730.29. MR. ROKE MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI. MESSERS, VISHNEFSKI, ZYLA, I "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:**

JENNIFER POLITO REPORTED THAT SHE IS CLOSELY MONITORING THE FINANCIAL CONDITION OF THE TOWNSHIP (EARNED INCOME TAX) DURING THE COVID -19 PANDEMIC. SHE ALSO REPORTED THAT 2019 AUDIT WILL BE COMPLETE BY THE END OF NOVEMBER.

**TOWNSHIP MANAGER'S REPORT:**

A DEMOLITION UPDATES:

1. 129-133 EAST MAIN STREET: (FORMER CHARLIE HAYES PROPERTY) DEMOLITION PROJECT IS COMPLETE

2. 161-162 BROWN ROW: DEMOLITION IS PROJECT COMPLETE
- B. 2021 PROPOSED BUDGET PRESENTATION: GENERAL FUND BUDGET TOTALS \$1,770,597. THE 2021 TAX RATE REMAINS THE SAME AS 2020, 3.7500 MILLS FOR GENERAL PURPOSES AND 0.1500 FOR FIRE PROTECTION. THE PROPOSED BUDGET WILL BE AVAILABLE FOR PUBLIC INSPECTION ONLINE ON THE TOWNSHIP WEBSITE AND AT THE TOWNSHIP MUNICIPAL BUILDING UNTIL THE DECEMBER 7 2020 COMMISSIONERS MEETING
- C. CENSUS UPDATE: AS OF OCTOBER 31<sup>ST</sup> NEWPORT TOWNSHIP'S RESPONSE RATE IS 60.7 %. WE ARE CURRENTLY LAGGING BEHIND THE FOLLOWING RATES:
- NATIONAL RESPONSE RATE-67%
- PENNSYLVANIA RESPONSE RATE-69.6 %
- LUZERNE COUNTY RESPONSE RATE-65.8%
- D. NEWPORT TOWNSHIP HAS RECEIVED WORD THAT THE ENGINEERING WORK WILL BEGIN IN THE NEAR FUTURE FOR THE DOLLAR GENERAL WHICH WILL BE LOCATED AT 357 WEST KIRMAR AVE NEXT TO THE MUNICIPAL GARAGE.

**NEW BUSINESS:**

MS. ZALESKI MOVED TO PASS ORDINANCE #7 OF 2020, AN ORDINANCE OF NEWPORT TOWNSHIP, LUZERNE COUNTY, COMMONWEALTH OF PENNSYLVANIA REGULATING THE STORAGE AND COLLECTION OF REFUSE. MR. ROKE SECONDED THE MOTION AND IT PASSED WITH THE FOLLOWING AYE AND VOTES: "AYES" MS. ZALESKI, MESSERS, VISHNEFSKI, ROKE, ZYLA "NAYS" NONE

MR. VISHNEFSKI MOVED TO PASS RESOLUTION #6 OF 2020 A RESOLUTION OF THE COMMISSIONERS OF NEWPORT TOWNSHIP AUTHORIZING TOWNSHIP MANAGER JOSEPH HILLAN TO PREPARE AND SUBMIT AN APPLICATION FOR SINGLE APPLICATION GRANT FUNDING (AKA GAMING SHARE FUNDING), LUZERNE COUNTY, IN THE AMOUNT OF \$50,050 FOR THE PURPOSE OF FUNDING THE UPGRADE TO THE BASKETBALL COURT PLAYING SURFACE AND ACCESSORIES IN THE WANAMIE RECREATION PARK. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI, MESSERS. VISHNEFSKI, ROKE, ZYLA "NAYS" NONE

MR. ROKE MOVED TO PASS RESOLUTION #7 OF 2020 A RESOLUTION OF THE COMMISSIONERS OF NEWPORT TOWNSHIP AUTHORIZING TOWNSHIP MANAGER, JOSEPH HILLAN TO PREPARE AND SUBMIT AN APPLICATION FOR SINGLE APPLICATION GRANT FUNDING (AKA GAMING SHARE FUNDING), LUZERNE COUNTY, IN THE AMOUNT OF \$73,463.09 FOR THE PURPOSE OF FUNDING THE PURCHASE OF A NEW POLICE RATED FORD EXPLORER AND POLICE OPERATIONS EQUIPMENT. MR. VISHNEFSKI SECONDED THE MOTION AND IT PASSED WITH THE

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FOLLOWING AYE AND NAY VOTES: "AYES" MS.ZALESKI,MESSERS,VISHNEFSKI,ROKE,ZYLA  
"NAYS"NONE

MR.ROKE MOVED TO PASS RESOLUTION #8 OF 2020 A RESOLUTION OF THE COMMISSIONERS OF NEWPORT TOWNSHIP AUTHORIZING TOWNSHIP MANAGER JOSEPH HILLAN TO PREPARE AND SUBMIT AN APPLICATION FOR SINGLE APPLICATION GRANT FUNDING (AKA GAMING SHARE FUNDING), LUZERNE COUNTY, IN THE AMOUNT OF APPROXIMATELY \$72,830 FOR THE PURPOSE OF FUNDING THE PURCHASE OF A FORD F550 DUMP TRUCK WITH A SNOW PLOW AND SPREADER.MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES:"AYES" MS.ZALESKI,MESSERS.VISHNEFSKI,ROKE,ZYLA.  
"NAYS" NONE

MS.ZALESKI MOVED TO PASS RESOLUTION # 9 OF 2020 A RESOLUTION OF THE COMMISSIONERS OF NEWPORT TOWNSHIP AUTHORIZING TOWNSHIP MANAGER JOSEPH HILLAN TO PREPARE AND SUBMIT AN APPLICATION FOR SINGLE APPLICATION GRANT FUNDING (AKA GAMING SHARE FUNDING), LUZERNE COUNTY, IN THE AMOUNT OF \$271,000 FOR THE PURPOSE OF FUNDING THE ACQUISITION AND DEMOLITION OF BLIGHTED PROPERTIES IN NEWPORT TOWNSHIP.MR.VISHNEFSKI SECONDED THE MOTION AND IT PASSED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS.ZALESKI MESSERS VISHNEFSKI,ROKE,ZYLA "NAYS" NONE

MR. ROKE MOVED TO PASS RESOLUTION #10 OF 2020 A RESOLUTION OF THE COMMISSIONERS OF NEWPORT TOWNSHIP AUTHORIZING TOWNSHIP MANAGER JOSEPH HILLAN TO PREPARE AND SUBMIT AN APPLICATION FOR SINGLE APPLICATION GRANT FUNDING (AKA GAMING SHARE FUNDING), LUZERNE COUNTY, IN THE AMOUNT OF \$240,400 FOR THE PURPOSE OF FUNDING THE REPAVING OF SIX STREETS IN NEWPORT TOWNSHIP.MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA." NAYS" NONE

MR.VISHNEFSKI MOVED TO PASS RESOLUTION #11 OF 2020 A RESOLUTION OF THE COMMISSIONERS OF NEWPORT TOWNSHIP AUTHORIZING TOWNSHIP MANAGER, JOSEPH HILLAN, TO PREPARE AND SUBMIT FOR SINGLE APPLICATION GRANT FUNDING, LUZERNE COUNTY IN THE AMOUNT OF \$175,000 FOR THE PURPOSE OF FUNDING THE UPGRADES AND REMODELING OF THE NEWPORT TOWNSHIP FIRE STATION AT 1002 CENTER STREET, WANAMIE, PA.MR.ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS.ZALESKI MESSERS.VISHNEFSKI,ROKE,ZYLA."NAYS" NONE.

MR. ROKE MOVED TO PASS RESOLUTION #12 OF 2020 A RESOLUTION OF THE TOWNSHIP OF NEWPORT BOARD OF COMMISSIONERS AUTHORIZING HANOVER TOWNSHIP TO ACT AS LEAD APPLICANT TO PREPARE AND SUBMIT A LOCAL SHARE GRANT APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT ON BEHALF OF THE LOWER SOUTH VALLEY COUNCIL OF GOVERNMENTS. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA "NAYS" NONE

MS.ZALESKI MOVED TO SEND A LETTER OF SUPPORT TO THE HANOVER TOWNSHIP BOARD OF COMMISSIONERS TO ACT AS LEAD APPLICANT TO PREPARE AND SUBMIT A LOCAL SHARE GRANT APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT ON BEHALF OF THE LOWER SOUTH VALLEY COUNCIL OF GOVERNMENTS FOR EARTH CONSERVANY TO PURCHASE A NEW TROMMEL SCREEN TO BE USED AT THEIR COMPOSITE FACILITY IN NEWPORT TOWNSHIP.MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES' MS.ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA. "NAYS" NONE

MS. ZALESKI MOVED TO APPROVE A 1.3% COLA INCREASE FOR 2021 FOR NORMAN BODEK FROM THE FIREMENS PENSION PLAN REQUESTED BY NORMAN BODEK AND AUTHORIZED BY THE PLANS ACTUARY BEYER BARBER. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI, MESSERS VISHNEFSKI, ROKE, ZYLA "NAYS" NONE

MR. VISHNEFSKI MOVED TO PASS THE CONTINUATION OF THE AGREEMENT WITH THE LUZERNE COUNTY TO COLLECT THE MUNICIPAL TAXES THRU THE CALENDER YEAR 2021. MS. ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI MESSERS, VISHNEFSKI, ROKE, ZYLA. "NAYS" NONE

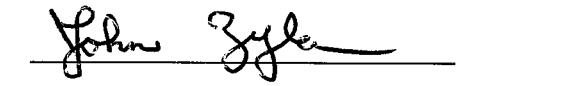
**COMMISSIONERS COMMENTS:**

MR ZYLA REQUESTED THAT MR. HILLAN SEND A LETTER ON BEHALF OF THE BOARD OF COMMISSIONERS COMMENDING DAMIAN CABAN FOR THE IMPROVEMENTS HE HAS MADE TO THE PROPETY (THE FORMER BENICK SERVICE STATION) WHICH HE RECENTLY PURCHASED ON MAIN STREET IN GLEN LYON. HE ALSO REQUESTED THAT A LETTER BE SENT TO CAROL WHITING RECOGNIZING HER REOPENING OF WHITINGS PET SUPPLYS ON WEST MAIN STREET IN GLEN LYON

**ADJOURNMENT:**

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR ZYLA ADJOURNED THE MEETING AT 6:24 PM

  
JOSEPH HILLAN  
TOWNSHIP SECRETARY

  
JOHN ZYLA  
VICE - PRESIDENT BOARD OF COMMISSIONERS

