

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF MARCH 4, 2019

PRESIDENT, PAUL CZAPRACKI, 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 CZAPRACKI, MR ZYLA, MR VISHNEFSKI, AND MS ZALESKI. ALSO IN ATTENDANCE WERE ATTORNEY JOHN SOLT (REPRESENTING SOLICITOR CHRISTOPHER SLUSSER, TOWNSHIP MANAGER PETER WANCHISEN, AND FINANCIAL OVERSIGHT ANALYST, JENNIFER POLITO. ABSENT WAS COMMISSIONER MICHAEL ROKE.

CITIZENS' COMMENTS:

1. RICK MILLER, 38 W. ENTERPRISE STREET ADRESSED THE COMMISSIONERS WITH CONCERNS ABOUT UNREGISTERED AND ABANDONED VEHICLES PARKED NEAR 38 W ENTERPRISE STREET. THEY HAVE BEEN THERE FOR SEVERAL YEARS AND HE CONSIDERS THEM AN EYESORE NEAR HIS RESIDENCE. CODE ENFORCEMENT OFFICER, JOE HILLAN WILL INSPECT THE AREA AND DETERMINE OF CODE VIOLATIONS EXIST.
2. TONY MOLSKI, GLEN LYON, HAD TWO ISSUES. 1. WATER QUALITY ISSUES BECAUSE THE FIRE DEPARTMENT DID NOT FLUSH THE HYDERANTS FOR A LONG PERIOD OF TIME. COMMISSIONER JOHN VISHNEFSKI INFORMED MR MOLSKI THAT FLUSHING OF HYDRANTS IS A PA WATER COMPANY TASK AND DIRECTED MR MOLSKI TO CONTACT THEM DIRECTLY. 2. THE SPEED LIMIT SIGN ALONG KIRMAR AVE ENTERING GLEN LYON WAS THE TARGET OF VANDALISM AND SHOULD BE REPLACED. PENNDOT WILL BE CONTACTED TO REPLACE THE SIGN.

APPROVAL OF MINUTES:

MR ZYLA MADE A MOTION TO APPROVED THE MINUTES OF THE FEBRUARY 4, 2019 COMMISSIONERS' MEETING. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. VOTING IN THE AFERMATIVE WERE COMMISSIONERS VISHNEFSKI, CZAPRACKI, AND ZYLA. ABSTAINING WAS COMMISSIONER ZALESKI. THE MOTION PASSED ON MAJORITY VOTE.

REPORT OF TOWNSHIP FUNDS:

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH THE FOLLOWING REPORT OF CASH ON HAND AS OF MARCH 1, 2019:

a. GENERAL FUND	\$80,536.73
b. CONTINGENCY FUND **	\$97,636.37
c. RECYCLING FUND	\$1,766.83
d. REFUSE FUND	\$220,697.48
e. UDAG	\$5,449.94
f. PLGIT (liquid fuels)	\$156,949.48
g. POLICE HOLDING FUND	\$815.99
h. FIRE DEPARTMENT CONTROLLED	<u>\$18,520.72</u>
TOTAL CASH ON HAND AS OF MARCH 1, 2019	\$582,373.54

** Reflects the February 26, 2019 transfer of \$30,000 from General Fund carried over from 2018

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

APPROVAL OF RECURRING BILLS PAID DURING FEBRUARY 2019

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH A LIST OF BILLS TOTALLING \$69,856.24 PAID DURING FEBRUARY 2019. MR ZYLA 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.

APPROVAL OF PAYMENT OF NON RECURRING BILLS DUE TO BE PAID DURING MARCH 2019

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH A LIST OF BILLS SCHEDULED FOR PAYMENT DURING MARCH OF 2019 TOTALLING \$46,689.40. MR VISHNEFSKI MADE A MOTION AUTHORIZING THE PAYMENTS. MS ZALESKI SECONDED THAT MOTION. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

DEPARTMENT REPORTS:

WRITTEN REPORTS WERE SUBMITTED BY RESPECTIVE DEPARTMENT HEADS AND READ BY THE COMMISSIONERS IN CHARGE AS FOLLOWS:

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 PROVIDED AN ORAL REPORT

SOLICITOR'S REPORT:

ATTORNEY SOLT REPORTED THAT HE RESEARCHED THE POSSIBILITY OF ENACTING AN ORDINANCE TO PROVIDE PENALTIES FOR EXCESSIVE FALSE FIRE AND OR POLICE ALARMS. DURING THE PRESENTATION POLICE CHIEF BLANK INTERJECTED AND STATED THAT THERE IS CURRENT STATE LAW (ORDINANCE 187511) ADDRESSING THIS ISSUE. IT PROVIDES FOR A \$300 FINE PAYABLE TO THE MUNICIPALITY THEREFORE NO FURTHER ORDINANCE DEVELOPMENT IS REQUIRED.

THERE WAS A QUESTION POSED LAST MONTH ABOUT THE POSSIBILITY OF IMPOSING AN EXTRACTION FEE ON MATERIALS HAULED OUT OF THE NEWPORT AGGRIGATE WORK SITE. THE DETERMINATION WAS MADE THAT THIS FEE IS NOT A POSSIBILITY.

FINANCIAL OVERSIGHT REPORT:

JENNIFER POLITO PROVIDED AN UPDATE REGARDING THE CASH FLOW AND BUDGET ANALYSIS. ALL INDICATION IS THAT REVENUES AND EXPENSES ARE IN LINE WITH EXPECTATIONS, AND THE TOWNSHIP IS ON SOUND FINANCIAL FOOTING.

TOWNSHIP MANAGER'S REPORT:

MR WANCHISEN PROVIDED THE FOLLOWING UPDATE:

- a. OPEN AND READ BIDS FOR THE 144 / 146 WEST MAIN STREET, GLEN LYON DEMOLITION PROJECT. A MOTION TO APPROVE LOW BIDDER, STELL ENTERPRISES, INC, CONTINGENT ON ENGINEER'S FAVORABLE REVIEW WAS MADE BY MS ZALESKI. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS VOTED YES, AND THE MOTION PASSED.
- b. A MOTION TO APPROVE THE APPOINTMENT OF JASON POREMBA TO THE POSITION OF DEPUTY EMERGENCY MANAGEMENT COORDINATOR. WAS MADE BY MS ZALESKI. THAT MOTION WAS SECONDED BY MR VISNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
- c. A MOTION TO APPROVE THE EXPENDITURE OF \$1,500 TO FUND THE PURCHASE OF OFFICE EQUIPMENT FOR THE EMERGENCY MANAGEMENT GROUP WAS MADE BY MR ZYLA. THAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED. THE AMOUNT IS FULLY REEMBURSED BY LUZERNE COUNTY.
- d. RAILROAD STREET DRAINAGE PROJECT UPDATE – PROJECT SPECS BEING REFINED TO LOWER THE COST AND PROJECT WILL BE REBID.

- e. GRANT APPLICATION UPDATES:
 APPLICATIONS SUBMITTED FOR REVIEW AND APPROVAL FOR THE FOLLOWING:
 - 1. BACKHOE
 - 2. FIRE STATION UPGRADE
 - 3. MUNICIPAL BUILDING EXPANSION
 - 4. GREATER NANTICOKE AREA SCHOOL DISTRICT FOOTBALL & TRACK FIELD UPGRADE
 - 5. MULTIMODAL STREET REPAVING – DECISION ORIGINALLY EXPECTED DURING NOVEMBER 2018
- f. REFUSE STICKER SALES:
 1,405 STICKERS SOLD YEAR TO DATE VS 1,393 SAME TIME 2018
- g. ATTENDED AN EMERGENCY MANAGEMENT MEETING WITH COMMISSIONER ZYLA ON FEBRUARY 27, 2019. THE ALL DAY TRAINING COVERED ALL ASPECTS OF SETTING UP AND OPERATING AN EMERGENCY COMMAND SYSTEM IN THE EVENT OF A DISASTER.
- h. REQUESTED APPROVAL OF RESOLUTION #1-2019 AUTHORIZING PETER F. WANCHISEN TO PREPARE & SUBMIT A GRANT APPLICATION FOR \$100,000 UNDER THE FLOOD MITIGATION PROGRAM ADMINISTERED BY THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, COMMONWEALTH OF PENNSYLVANIA. MR VISHNEFSKI MADE A MOTION TO APPROVE RESOLUTION 1-2019. MS ZALESKI SECONDED THAT MOTION. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
- i. MR WANCHISEN REQUESTED A MOTION TO APPROVE THE TRANSFER OF CERTAIN LOW ACTIVITY ACCOUNTS CURRENTLY ON DEPOSIT WITH FNCB BANK TO PLGIT (PENNSYLVANIA LOCAL GOVERNMENT INVESTMENT TRUST) CURRENTLY YIELDING 2.23% APY. ACCOUNTS INCLUDE THE FOLLOWING:
 - ii. CONTINGENCY FUND
 - iii. RECYCLING FUND
 - iv. REFUSE FUND

MR VISHNEFSKI MADE A MOTION TO APPROVE THE TRANSFER. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

- j. PETER WANCHISEN WILL BE ATTENDING THE MONTHLY MEETING OF LUZERNE COUNTY BOROUGHES & TOWNSHIPS ON MARCH 27. THE MEETING PROVIDES AN OPPORTUNITY TO INTERACT WITH OFFICIALS OF NEARBY COMMUNITIES AND STAY ABREAST OF ECONOMIC ACTIVITIES THROUGHOUT THE COUNTY AND STATE.

NEW BUSINESS / COMMISSIONERS' COMMENTS

- i. MR WANCHISEN PROVIDED THE COMMISSIONERS A WYOMING VALLEY SEWER AUTHORITY SAMPLE LETTER REQUESTING LEGISLATIVE HELP FROM AREA POLITICIANS IN GETTING REDUCTIONS IN THE FEES CHARGED UNDER THE MS4 STORM WATER REDUCTION INITIATIVE.
- j. MR WANCHISEN READ A LETTER FROM LORRIE MATEREWICZ, PUBLIC RELATIONS CHAIR & EVENT CO ORDINATOR, AMERICAN LEGION POST 539 REQUESTING A DONATION TO HELP FUND A MEMORIAL DAY EVENT HONORING LOCAL SERVICE MEN AND WOMEN. MR ZYLA COMMENTED THAT THIS DONATION WAS COMMON PRACTICE IN THE PAST, BUT WAS SUSPENDED WHILE THE TOWNSHIP WAS IN FINANCIAL DISTRESS. NOW THAT WE ARE ON BETTER FINANCIAL FOOTING HE MADE A MOTION TO RESUME THE FUNDING IN THE AMOUNT OF \$75.00. THAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS MR CZAPRACKI ADJOURNED THE MEETING AT 6:42 PM.



PETER F. WANCHISEN

TOWNSHIP MANAGER