

# MINUTES

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## NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF JANUARY 4 ,2021

PRESIDENT PAUL CZAPRACKI, CALLED THE VIRTUAL MEETING TO ORDER AT 6:05 PM AND STARTED WITH THE PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA.

NOTE: DUE TO THE CURRENT COVID 19 PANDEMIC THIS MEETING AND ALL FUTURE MEETINGS WILL BE HELD VIRTUAL UNTIL FURTHER NOTICE

### ROLL CALL:

THE FOLLOWING COMMISSIONERS WERE IN ATTENDANCE: MR. JOHN ZYLA, MS. DEBORAH FORGACH - ZALESKI, MR. MICHAEL ROKE, MR JOHN VISHNEFSKI AND MR. PAUL CZAPRACKI. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER, JOSEPH HILLAN, ATTORNEY CHRISTOPHER SLUSSER, FINANCIAL CONSULTANT JENNIFER POLITO

**CITIZENS COMMENTS:** THERE WERE NO CITIZENS COMMENTS

**APPROVAL OF MINUTES:** MR. ROKE MOVED THAT THE MINUTES OF THE DECEMBER 7 ,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, CZAPRACKI "NAYS" NONE

### REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF DECEMBER 31, 2020 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$233,672.88
CONTINGENCY FUND	(PLGIT)	\$145,607.81
RECYCLING FUND	(PLGIT)	\$6,436.42
REFUSE FUND	(PLGIT)	\$13,867.88
REFUSE FUND	(FNCB)	\$13,833.84
LIQUID FUELS	(PLGIT)	\$63,977.61
VEHICLE LEASE FUND	(PLGIT)	\$13,531.34
RECREATION USE FUND	(FNCB)	\$6,754.56
WVSA STORM WATER FUND		\$10,934.67

POLICE HOLDING FUND (FNCB) \_\_\_\_\_ \$0

**TOTAL CASH ON HAND AS OF DECEMBER 31 ,2020 \$508,617.01**

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

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

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF NOVEMBER TOTALING \$123,147.08 MR. VISHNEFSKI MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI. MESSERS. VISHNEFSKI, ROKE, ZYLA, CZAPRACKI. "NAYS" NONE

**APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN JANUARY 2021:**

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN DECEMBER TOTALING \$8,229.88. 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, ROKE, CZAPRACKI. "NAYS" NONE

**DEPARTMENT REPORTS:**

- |                       |               |
|-----------------------|---------------|
| 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 |

**SOLICITOR'S REPORT:**

ATTORNEY SLUSSER HAD NOTHING TO REPORT

**FINANCIAL OVERSIGHT REPORT:**

JENNIFER POLITO REPORTED THAT THE TOWNSHIP FINISHED THE YEAR IN GOOD FINANCIAL CONDITION.

**TOWNSHIP MANAGER'S REPORT:**

- A. DUE TO THE INCREASE IN THE NUMBER OF CASES OF COVID-19 THE NEWPORT TOWNSHIP MUNICIPAL OFFICE WILL REMAIN CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE. RESIDENTS CAN OBTAIN BUILDING PERMIT AND OCCUPANCY INSPECTION FORMS ONLINE @ NEWPORTTOWNSHIP.ORG. FORMS CAN BE EITHER EMAILED, MAILED INTO THE OFFICE OR DROPPED IN THE MAILBOX LOCATED NEAR THE FRONT DOOR OF THE MUNICIPAL BUILDING

FOR PROCESSING. FOR FURTHER ASSISTANCE CALL 570-735-4735 OR EMAIL  
[JOE.HILLAN@NEWPORTTOWNSHIP.ORG](mailto:JOE.HILLAN@NEWPORTTOWNSHIP.ORG).

B. MAIN STREET GLEN LYON SIDEWALK REPLACEMENT /IMPROVEMENT PROJECT PLANS HAVE BEEN SUBMITTED BY PENNEASTERN ENGINEERS TO PENNDOT FOR APPROVAL. OUR GOAL IS TO OBTAIN APPROVAL AND PUT THE PROJECT OUT FOR BID IN THE JANUARY & FEBRUARY TIME FRAME AND WITH WORK STARTING IN THE LATE SPRING.

C. DOLLAR GENERAL UPDATE: THE LAND DEVELOPMENT PLAN HAS BEEN SUBMITTED TO THE LUZERNE COUNTY PLANNING COMMISSION FOR APPROVAL

D. 2021 REFUSE AND RECYLING BILLS HAVE BEEN MAILED OUT. RESIDENTS CAN EITHER MAIL IN THEIR PAYMENT OR DROP THEIR PAYMENT OFF IN THE MUNICIPAL BUILDING DROP BOX AND THEIR STICKER WILL BE MAILED BACK TO THEM.

**NEW BUSINESS:**

MR. ROKE MOVED TO APPOINT MARK BONCAL AS FIRE CHIEF FOR NEWPORT TOWNSHIP MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI, MESSERS.VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

MR. ZYLA MOVED TO APPOINT JEREMY BLANK AS POLICE CHIEF FOR NEWPORT TOWNSHIP MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI, MESSERS.VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

MR ZYLA TO PASS RESOLUTION #1 OF 2021 A RESOLUTION OF THE BOARD OF COMMISSIONERS FOR THE TOWNSHIP OF NEWPORT APPROVING UPDATES TO THE NEWPORT TOWNSHIP POLICE DEPARTMENT GENERAL ORDER 2021-1 COVERING USE OF FORCE AND SPECIAL ORDER 2021.1 COVERING TASER (ELECTRONIC CONTROL DEVICE) ECD- POLICY AND APPROVING SPECIAL ORDER 2021-1.2 GOVERNING OFFICERS DUTIES TO INTERVENE MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI, MESSERS.VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

MR. ZYLA MOVED TO ACCEPT THE LETTER OF RESIGNATION FROM THOMAS MERCADANTE AS A FULLTIME POLICE OFFICER EFFECTIVE DECEMBER 4<sup>TH</sup> 2020. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI, MESSERS.VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

MR. ROKE MOVED TO ACCEPT THE LETTER OF RESIGNATION FROM BLAKE BROWN AS A FULLTIME POLICE OFFICER EFFECTIVE DECEMBER 31<sup>ST</sup> 2020. MR. ZYLA SECONDED THE

MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI, MESSERS.VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

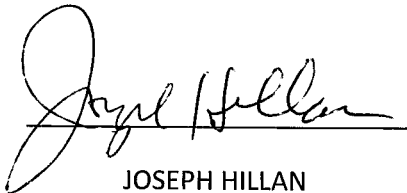
MR. ZYLA MOVED TO APPROVE THE TRANSFER OF \$7,293.75 FROM THE REFUSE ACCOUNT AND \$13,390.00 FROM THE RECYCLING ACCOUNT TO THE GENERAL ACCOUNT TO COVER EXPENSES FOR THE FOURTH QUARTER OF 2020. MS. ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI, MESSERS.VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

**COMMISSIONERS COMMENTS:**

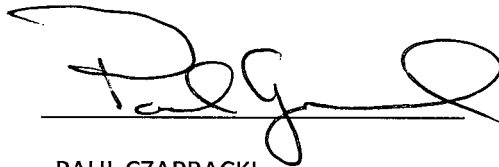
MR CZAPRACKI AND MS. ZALESKI COMPLEMENTED THE TOWNSHIP DPW WORKERS ON THE EXCELLENT JOB THEY DID DURING THE RECENT SNOW STORM ON JANUARY 3<sup>RD</sup>.

**ADJOURNMENT:**

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR CZAPRACKI ADJOURNED THE MEETING AT 6:40PM



JOSEPH HILLAN  
TOWNSHIP SECRETARY



PAUL CZAPRACKI  
PRESIDENT BOARD OF COMMISSIONERS