

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

DECEMBER 4, 2023

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 FOLLOWED BY A MOMENT OF SILENCE IN MEMORY OF RETIRED POLICE CHIEF CARL SMITH WHO RECENTLY PASSED AWAY.

ROLL CALL:

THE FOLLOWING COMMISSIONERS ATTENDED MR. JOHN ZYLA, MR JOHN VISHNEFSKI, MR. PAUL CZAPRACKI, AND MR. MICHAEL ROKE. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER JOSEPH HILLAN, ATTORNEY JEFF ROCKMAN .MS DEBRA FORGACH ZALESKI AND FINANCIAL CONSULTANT JENNIFER POLITO WERE ABSENT.

CITIZENS COMMENTS:

MR.PAUL DUDA QUESTIONED THE ENFORCEMENT OF THE BURNING ORDINANCE.

MS.TIFFANY HOFFMAN THANKED THE RESIDENTS OF NEWPORT TOWNSHIP FOR THEIR GENEROUS DONATIONS THAT MADE THEIR FARM STAND AND ITS RECENT THANKSGIVING FOOD DRIVE A SUCCESS.

MS.SHARON WHITEBREAD INFORMED THE BOARD THAT THE STREET LIGHT IN FRONT OF HER HOME IS NOT OPERATIONAL

APPROVAL OF MINUTES: MR.ZYLA MOVED THAT THE MINUTES OF THE COMMISSIONERS MEETING FROM NOVEMBER 6TH BE APPROVED. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ZYLA, ROKE, CZAPRACKI, "NAYS" NONE MR.VISHNEFSKI ABSTAINED.

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF DECEMBER 1, 2023 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$361,829.76
CONTINGENCY FUND	(PLGIT)	\$840,613.20
RECYCLING FUND	(PLGIT)	\$7,444.46
REFUSE FUND	(FNCB)	\$9,068.05
REFUSE FUND	(PLGIT)	\$25,516.79
LIQUID FUELS	(PLGIT)	\$53,565.35

RECREATION USE FUND (FNCB)	\$4,934.38
WVSA STORM WATER FUND	42,268.88
TOTAL CASH ON HAND AS OF DEC 1, 2023	\$1,381,916.46

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

APPROVAL OF NON RECURRING BILLS PAID DURING NOVEMBER 2023:

- MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF NOVEMBER TOTALING \$131,065.28. MR.ZYLA MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI "NAYS" NONE

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN DECEMBER 2023

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN DECEMBER TOTALING \$138,048.20. MR.ROKE MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR.ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS, VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

DEPARTMENT REPORTS:

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

SOLICITOR’S REPORT: ATTORNEY ROCKMAN REPORTED THAT HE HAD PREPARED RESOLUTION #19 (REGARDING THE DEDICATION OF PRIVATELY OWNED PROPERTY FOR USE AS A PUBLIC STREET) FOR ADOPTION BY THE BOARD

FINANCIAL OVERSIGHT REPORT: TOWNSHIP MANAGER JOSEPH HILLAN PRESENTED THE COMMISSIONERS WITH THE ELEVENTH MONTH REVENUES \$3,400,567.13 AND EXPENSES \$3,323,847.92.

TOWNSHIP MANAGER’S REPORT:

A. DEMOLITION UPDATES:

100 RAILROAD STREET WILL BE COMPLETED THIS WEEK. 48 NEWPORT STREET AND 28 LINE STREET WILL BE ADVERTISED FOR BID IN DECEMBER.

B. COMCAST UPDATE: CABLE IS BEING INSTALLED THROUGH OUT THE TOWNSHIP. INSTALLATION IS EXPECTED TO BE COMPLETED BY THE END OF DECEMBER. RESIDENTS OF RIDGVIEW AND SHEATOWN CAN NOW CONTACT COMCAST FOR SERVICE.

C. GLEN LYON CELL TOWER UPDATE: VERIZON HAS STATED THAT THEY ARE HAVING TROUBLE GETTING FIBER TO THE SITE AND THAT THE TOWER SHOULD BE OPERATIONAL IN LATE DECEMBER OR EARLY JANUARY.

D. GLEN LYON SIDEWALK PROJECT IS NOW COMPLETE. MULTISCAPE WAS ABLE TO COMPLETE THE WORK THAT WAS REQUIRED BY PENN DOT IN ORDER TO CLOSE OUT THE PERMIT.

E. WE HAVE RECEIVED THE ENGAGEMENT LETTER FROM KOHANSKI COMPANY INC THEY HAVE STARTED THE AUDIT FOR 2022.

F. ON WEDNESDAY NOVEMBER 29TH NEWPORT TOWNSHIP SUBMITTED FIVE APPLICATIONS FOR STATEWIDE LSA GRANTS. 1) ACQUISITION AND DEMOLITION OF BLIGHTED PROPERTIES 2) GLEN LYON PARK PROJECT 3) GLEN LYON SIDEWALK PROJECT 4) WHITNEY POINT PAVING PROJECT 5) NEWPORT TOWNSHIP STREET PAVING PROJECT

NEW BUSINESS

MR. ROKE MOVED TO APPROVE THE KILMER GROUP AS THE INSURANCE AGENT FOR NEWPORT TOWNSHIP FOR 2024 FOR RISK MANAGEMENT AND AUTO INSURANCE. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS, VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

MR. ROKE MOVED TO APPROVE THE 2024 EMPLOYMENT AGREEMENT BETWEEN JOSEPH HILLAN AND NEWPORT TOWNSHIP AS TOWNSHIP MANAGER/BUILDING CODE OFFICIAL FROM JANUARY 1, 2024 TO DECEMBER 31, 2024. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS, VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

MR. ROKE MOVED TO PASS ORDINANCE #5 OF 2023 APPROVING THE BUDGET AND SETTING THE TAX RATES FOR 2024. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS, VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

MR. ZYLA MOVED TO PASS RESOLUTION # 18 OF 2023 ENACTING A REFUSE FEE \$345.00 AND A RECYCLING FEE OF \$40.00 FOR THE YEAR 2024. . MR. ROKE SECONDED THE MOTION AND IT

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

MR.ROKE MOVED TO PASS RESOLUTION #19 OF 2023 ACCEPTING THE DEDICATION OF PRIVATELY OWNED REAL PROPERTY FOR USE AS PUBLIC ROADS (JUDITH CREEK DRIVE AND MARIE DRIVE FROM THE INTERSECTION OF MARCELLA DRIVE TO JUDITH CREEK DRIVE. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS, VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

MR.ZYLA MOVED TO APPOINT SEAN FARRELL TO A FIVE-YEAR TERM ON THE NEWPORT TOWNSHIP SEWER AUTHORITY. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI "NAYS" NONE

MR.ROKE MOVED TO ACCEPT A LETTER FROM JASON KOWALSKI RESIGNING HIS POSITION AS FIRE CHIEF OF NEWPORT TOWNSHIP EFFECTIVE JANUARY 2, 2024. MR.ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS, VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

COMMISSIONERS COMMENTS:

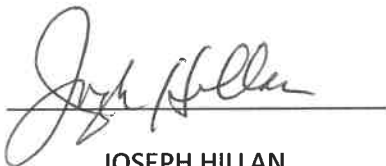
MR.ROKE THANKED MR. JASON KOWALSKI FOR ALL OF THE FULL TIME HOURS THAT HE HAS PUT INTO THE PART TIME FIRE CHIEF POSITION OVER THE PAST FEW YEARS.

MR. ZYLA ASKED MR.HILLAN TO SEND CONDOLENCES TO THE SMITH FAMILY.

MR.CZAPRACKI WISHED ALL IN ATTENDANCE A SAFE, HEALTHY AND HAPPY HOLIDAY SEASON.

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR CZAPRACKI ADJOURNED THE MEETING AT 6:27 PM



JOSEPH HILLAN
TOWNSHIP SECRETARY



PAUL CZAPRCKI
PRESIDENT BOARD OF COMMISSIONERS