

# MINUTES

---

## NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

SEPTEMBER 7, 2021

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. JOHN ZYLA, MR JOHN VISHNEFSKI, MR. PAUL CZAPRACKI, MR. MICHAEL ROKE AND MS. DEBORAH FORGACH -ZALESKI. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER JOSEPH HILLAN, ATTORNEY JOHN SOLT, FINANCIAL CONSULTANT JENNIFER POLITO WAS ABSENT.

A. MR. ROKE MOVED TO HIRE, ON THE RECOMMENDATION OF THE NEWPORT TOWNSHIP CIVIL SERVICE COMMISSION, ANDREW HASHAGEN AS A POLICE OFFICER WITH THE NEWPORT TOWNSHIP POLICE DEPARTMENT.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

B. MS. ZALESKI MOVED TO PROMOTE, ON THE RECOMMENDATION OF THE NEWPORT TOWNSHIP CIVIL SERVICE COMMISSION, OFFICER THOMAS NALBONE TO SERGEANT OF THE NEWPORT TOWNSHIP POLICE DEPARTMENT.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

**CITIZENS COMMENTS:** MR. STEPHEN PHILLIPS COMMENTED ON THE RECENT PUBLIC MEETING THAT WAS HELD AT THE LUZERNE COUNTY COMMUNITY COLLEGE REGARDING THE STUDY OF THE PROPOSED OHV PARK BEING DONE BY EARTH CONSERVANCY. MR. PHILLIPS SUGGESTED THAT THE COMMISSIONERS HOLD A PUBLIC MEETING REGARDING THE PROPOSED PROJECT. MR. PHILLIPS ALSO COMMENTED ON THE AMOUNT OF TAXES THAT WERE OWED TO THE TOWNSHIP THAT WAS PUBLISHED IN THE RECENT TAX SALE.

MS. PALMIRA MILLER INFORMED THE BOARD THAT THE CEO FOOD DRIVE WOULD BE HELD THIS SATURDAY SEPTEMBER 11<sup>TH</sup> AT THE WANAMIE RECREATION PARK.

**APPROVAL OF MINUTES:** MR. ZYLA MOVED THAT THE MINUTES OF THE COMMISSIONERS MEETING FROM AUGUST 2<sup>ND</sup> BE APPROVED. MS. ZALESKI SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, ROKE, CZAPRACKI, "NAYS" NONE

**REPORT OF TOWNSHIP FUNDS:**

MR HILLAN REPORTED CASH ON HAND AS OF SEPTEMBER 1, 2021 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$478,012.41
CONTINGENCY FUND	(PLGIT)	\$145,618.92
CONTINGENCY FUND	(FNCB)	\$ 250,009.79
RECYCLING FUND	(PLGIT)	\$3,186.88
RECYCLING FUND	(FNCB)	\$28,855.21
REFUSE FUND	(PLGIT)	\$15.79
REFUSE FUND	(FNCB)	\$127,265.67
LIQUID FUELS	(PLGIT)	\$105,915.19
VEHICLE LEASE FUND	(PLGIT)	\$8,906.30
RECREATION USE FUND	(FNCB)	\$4,934.38
WVSA STORM WATER FUND		\$29,437.57
<b>TOTAL CASH ON HAND AS OF SEPT 1, 2021</b>		<b>\$1,182,157,.91</b>

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, VISHNEFSKI, ZYLA, AND CZAPRACKI "NAYS" NONE

**APPROVAL OF NON RECURRING BILLS PAID DURING AUGUST 2021:**

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF AUGUST TOTALING \$137,314.98. 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" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI "NAYS" NONE

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

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN SEPTEMBER TOTALING \$20,933.07. MS. ZALESKI 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, ROKE, ZYLA AND 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 SOLT HAD NOTHING TO REPORT

**FINANCIAL OVERSIGHT REPORT:** JENNIFER POLITO WAS ABSENT

**TOWNSHIP MANAGER'S REPORT:**

- A. THE 2022 MMO'S FOR THE THREE PENSION PLANS ARE COMPLETED AS REQUIRED UNDER THE PROVISIONS OF ACT 205 AND ARE AS FOLLOWS: POLICE-\$39,065.51, NON-UNIFORM \$16,526.43. FIREMANS \$00. A LETTER IS ATTACHED TO THE WORKSHEETS THAT IS INCLUDED IN EACH COMMISIONERS MEETING PACKET.
- B. BLIGHT REMEDIATION GRANT UPDATE: WE HAVE RECEIVED THE CONTRACT FROM DCED. IT HAS BEEN REVIEWED BY THE SOLICITOR AND WE ARE WAITING FOR CONFIRMATION FROM THE ANALYST ON A FEW QUESTIONS BEFORE WE BEGIN DEMOLITION PROCESS.
- C. THE LOWER SOUTH VALLEY COUNCIL OF GOVERNMENTS IS MOVING FORWARD WITH CREATING A LAND BANK STEERING COMMITTEE. A LAND BANK IS A BLIGHT REMEDIATION TOOL THAT CONVERTS VACANT, ABANDONED, TAX-DELINQUENT, AND FORECLOSED PROPERTIES INTO PRODUCTIVE USE. THIS ITEM WILL BE DISCUSSED UNDER NEW BUSINESS.
- D. NORTHPOINT DEVELOPMENT PROJECT IS MOVING FORWARD. ON AUGUST 12<sup>TH</sup> I ATTENDED A HEARING OF THE LUZERNE COUNTY PLANNING COMMISSION AND THE PROJECT WAS GRANTED CONDITIONAL FINAL PLAN APPROVAL.
- E. DOLLAR GENERAL UPDATE: THE BUILDING PERMIT WILL BE ISSUED THIS WEEK AND CONSTRUCTION SHOULD BEGIN SHORTLY.
- F. BIDS FOR THE MAIN STREET IN WANAMIE AND NORTHERN AVE IN SHEATOWN, PAVING PROJECT WERE OPENED THIS AFTERNOON AT 2:00PM. THE PROJECT WILL BE DISCUSSED UNDER NEW BUSINESS.
- G. THE 2022 F-550 DUMP TRUCK AND 2022 EXPLOXER POLICE CRUISER FROM THE RECENT LSA GRANTS HAVE BEEN ORDERED. DELIVERY IS NOT EXPECTED FOR SEVERAL MONTHS.
- H. COG PAVING SCHEDULE: PLYMOUTH TWP (COMPLETE), SUGAR NOTCH, NANTICOKE, HANOVER, NEWPORT.
- I. WORK ON THE 2021 BUDGET HAS BEGUN

## NEW BUSINESS

- C. MR ROKE MOVED TO APPROVE THE BID THAT WAS ACCEPTED ON SEPTEMBER 7<sup>TH</sup> 2021 AT 2:00 PM FOR THE MAIN STREET IN WANAMIE AND NORTHERN AVENUE IN SHEATOWN PAVING PROJECT PENDING APPROVAL OF THE TOWNSHIPS ENGINEER AND SOLICITOR.THE LOW BID WAS FROM PENNSY SUPPLY FOR THE AMOUNT OF \$328,276.50. 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
- D. MR ROKE MOVED TO APPROVE RESOLUTION NO.5 OF 2021 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF NEWPORT AUTHORIZING APPLICATION FOR A LOCAL SHARE ACCOUNT GRANT FROM THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT FOR THE AMOUNT OF \$617,589.00 FOR THE PURCHASE OF A NEW PIERCE FIRE ENGINE AND EQUIPMENT AND AUTHORIZING THE CHAIRMAN OF THE BOARD AND TOWNSHIP MANAGER TO EXECUTE ALL DOCUMENTS NECESSARY FOR THE SAME. 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
- E. MR ZYLA 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 CONSERVANCY TO PURCHASE A NEW TROMMEL SCREENER TO BE USED AT THEIR COMPOST 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, CZAPRACKI." NAYS" NONE
- F. 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 A SHARED MUNICIPAL FUELING STATION.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
- G. MR. ROKE MOVED TO APPROVE ORDINANCE NO.2 OF 2021 AN ORDINANCE OF NEWPORT TOWNSHIP, LUZERNE COUNTY, COMMONWEALTH OF PENNSYLVANIA AMMENDING ORDINANCE NOS.2019-2,2018-4,2017-6 CONSOLIDATING ALL PRIOR PARKING REGULATIOES ON STREETS AND ROADWAYS IN THE TOWNSHIP AND PROVIDING PENALITES FOR VIOLATIONS.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

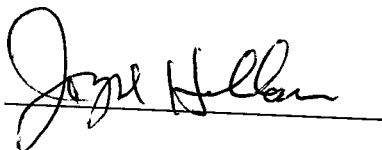
- H. MR. ZYLA MOVED TO APPOINT TOWNSHIP MANAGER JOSEPH HILLAN TO THE LOWER SOUTH VALLEY LAND BANK STEERING COMMITTEE. THE COST FOR PARTICIPATING ON THE COMMITTEE IS \$3000.00. PARTICIPATION ON THE STEERING COMMITTEE DOES NOT OBLIGATE OUR MUNICIPALITY TO BECOME A MEMBER. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES "AYES" MS. ZALESKI. MESSERS. VISHNEFSKI, ROKE, ZYLA, CZAPRACKI." NAYS" NONE
- I. MS. ZALESKI MOVED TO ADOPT A TOWNSHIP POLICY NOT TO ACCEPT OR INVESTIGATE ANONYMOUS COMPLAINTS REGARDING NUISANCE/QUALITY OF LIFE COMPLAINTS. 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
- J. MR. ROKE MOVED TO ADOPT A TOWNSHIP POLICY TO MAINTAIN THE CONFIDENTIALITY/PRIVACY OF A PERSON(S) MAKING COMPLAINTS REGARDING NUISANCE/QUALITY OF LIFE ISSUES, PURSUANT TO SECTION 708(b)17(I) OF PENNSYLVANIA'S RIGHT TO KNOW LAW, WHICH EXEMPTS FROM PUBLIC DISCLOSURE A "RECORD OF AGENCY RELATING TO A NONCRIMINAL INVESTIGATION, INCLUDING COMPLAINTS SUBMITTED TO AN AGENCY." 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

**COMMISSIONERS COMMENTS:**

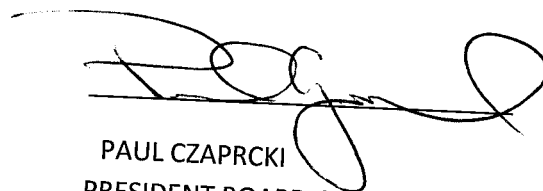
MR. ROKE COMMENTED THAT HE AND A FIRE APPARTUS DRIVER RECENTLY REPAIRED THE ELECTRICAL ISSUES THAT WERE OCCURING WITH ENGINE 1. FELLOW BOARD MEMBERS THANKED MR. ROKE FOR VOLUNTERING HIS TIME TO CORRECT THE ISSUE.

**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

