

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

JULY 7, 2025

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 ATTENDED MR. JOHN ZYLA AND, MR. PAUL CZAPRACKI MR. MICHAEL ROKE PARTICIPATED TELEPHONICALLY. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER, JOSEPH HILLAN, ATTORNEY CHRISTOPHER SLUSSER, AND FINANCIAL CONSULTANT JENNIFER POLITO. MR. JOHN VISHNEFSKI AND MS. DEBORAH FORGACH ZALESKI WERE ABSENT.

CITIZENS COMMENTS: MR. TOM GOW COMPLAINED ABOUT THE CONDITION OF THE PROPERTY AT 176 OLD NEWPORT STREET SHEATOWN.

APPROVAL OF MINUTES: MR. ZYLA MOVED THAT THE MINUTES OF THE COMMISSIONERS MEETING FROM JUNE 3RD BE APPROVED. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, ZYLA AND CZAPRACKI "NAYS" NONE

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF JUNE 30, 2025 AS FOLLOWS:

GENERAL FUND	(PSBT)	\$347,909.38
CONTINGENCY FUND	(PLGIT)	\$497,638.14
CAPITAL PURCHASE ACCT	(PLGIT)	\$2,513.17
RECYCLING FUND	(PLGIT)	\$49,497.83
REFUSE FUND	(PSBT)	\$11,047.26
REFUSE FUND	(PLGIT)	\$190,831.52
LIQUID FUELS	(PLGIT)	\$82,082.76
RECREATION USE FUND	(PSBT)	\$100.06

TOTAL CASH ON HAND AS OF JUNE 30, 2025 \$1,181,620.12

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

APPROVAL OF NON-RECURRING BILLS PAID DURING JUNE 2025:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON-RECURRING BILLS PAID DURING THE MONTH OF JUNE TOTALING \$175,186.06 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. ROKE, ZYLA AND CZAPRACKI "NAYS" NONE

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN JULY 2025:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN JULY TOTALING \$104,670.81. 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. ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

DEPARTMENT REPORTS:

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

SOLICITOR IS REPORT:

ATTORNEY SLUSSER HAD NOTHING TO REPORT

FINANCIAL OVERSIGHT REPORT:

MS. JENNIFER POLITO REPORTED THAT THE TOWNSHIP INCOME YEAR TO DATE IS \$1,270,190.11 AND THE EXPENSES ARE \$1223, 546.44. MS.POLITO ALSO REPORTED THAT THE AUDITOR HAS STARTED THE 2024 AUDIT.

TOWNSHIP MANAGER'S REPORT:

A. SEVENTY FIVE CERTIFIED LETTERS WERE MAILED ON THURSDAY JUNE 12th TO RESIDENTS WHO DID NOT PAY THE 2025 REFUSE AND RECYCLING FEE. IF PAYMENT IS NOT RECEIVED BY JULY 11th CITATIONS WILL BE FILED WITH MAGISTRATE WHITTAKER.

B. A BID OPENING WAS HELD TODAY AT 2:00 PM FOR THE DEMOLITION OF REAR 1048 EAST MAIN AVENUE IN WANAMIE. THIS WILL BE ADDRESSED UNDER NEW BUSINESS.

C. PENN EASTERN IS WORKING ON COST ESTIMATES FOR THE REBUILDING OF JAMES AND MARK STREETS AS WELL AS THE REPAVING OF VISTA, AND OVERLOOK DRIVE IN RIDGEVIEW TO SUBMIT FOR A DCED MULTI MODEL GRANT. THIS GRANT REQUIRES A 30% MATCH.

D.ALL TOWNSHIP EMPLOYEES HAVE BEEN TRAINED AT THE LSVCG FUELING STATION. ALL FUEL FOR TOWNSHIP VECHICLES IS BEING PURCHASED AT THE FUELING STATION AT THE COST OF \$2.60 A GALLON FOR GASOLINE AND \$2.70 A GALLON FOR DIESEL FUEL.

NEW BUSINESS:

MR.ZYLA MOVED TO APPROVE THE TRANSFER OF \$7,848.75 FROM THE REFUSE ACCOUNT AND \$14,687.25 FROM THE RECYCLING ACCOUNT TO THE GENERAL ACCOUNT TO COVER EXPENSES FOR THE SECOND QUARTER OF 2025. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

MR.ZYLA MOVED TO APPROVE ORDINANCE # 4 OF 2025 AN ORDINANCE INTENDED TO PROVIDE NEWPORT TOWNSHIP WITH REGULATIONS FOR CONTRACTED FIRE PROTECTION SERVICES AND NAMING THE NEWPORT TOWNSHIP FIRE DEPARTMENT THE SOLE PROVIDER OF FIRE AND EMERGENCY SERVICES TO THE TOWNSHIP OF NEWPORT. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

MR.ZYLA MOVED TO APPROVE RESOLUTION # 4 OF 2025 NAMING THE NEWPORT TOWNSHIP FIRE DEPARTMENT AS DOING BUSINESS UNDER THE NEWPORT TOWNSHIP TAX ID NUMBER. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

MR.ZYLA MOVED TO ENACT ORDINANCE # 5 ESTABLISHING THE NEWPORT TOWNSHIP PLANNING COMMITTEE AND TO PROVIDE POST ADOPTION NOTICE AND DELIVERY TO THE LUZERNE COUNTY PLANNING COMMISSION AND THE LUZERNE COUNTY LAW LIBRARY. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

MR.ZYLA MOVED TO APPOINT PAUL CZAPRACKI, JOHN ZYLA AND MICHAEL ROKE TO THE PLANNING COMMITTEE. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

MR ZYLA MOVED TO ADVERTISE AND HOLD A PUBLIC HEARING FORTY-FIVE DAYS FROM THE DATE OF THIS MEETING TO DISCUSS THE ADOPTION AND ENACTMENT OF A ZONING ORDINANCE AND SUBDIVISION AND LAND USE ORDINANCE AND TO PROVIDE THE SAME FOR REVIEW AND COMMENT BY THE LUZERNE COUNTY PLANNING COMMISSION. MR. ROKE

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

MR.ZYLA MOVED TO AWARD THE CONTRACT TO BRDARIC EXCAVATING FOR THE DEMOLITION OF REAR 1048 EAST MAIN AVE IN WANAMIE PENDING APPROVAL OF THE TOWNSHIP SOLICITOR AND THE TOWNSHIP ENGINEER. (THESE BIDS WERE OPENED ON MONDAY). MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

MR.ZYLA MOVED TO APPROVE RESOLUTION # 5 OF 2025 A RESOLUTION OF THE COMMISSIONERS OF NEWPORT TOWNSHIP, LUZERNE COUNTY, AUTHORIZING TOWNSHIP MANAGER JOSEPH HILLAN TO PREPARE AND SUBMIT FOR GRANT MONEY IN THE AMOUNT OF \$766,678.99 FOR THE PAVING OF JAMES AND MARK STREET, VISTA DRIVE AND OVERLOOK DRIVE UNDER THE DCED MULTI MODEL TRANSPORTATION FUND. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

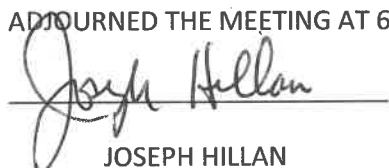
MR.ZYLA MOVED TO APPROVE A LEGAL SERVICE PROPOSAL WITH THE SLUSSER LAW FIRM FOR NEGOTIATION OF LOCAL HOST FEES AND/OR COMMUNITY BENEFIT AGREEMENT WITH COMMERCIAL ENTITES AND/OR INDUSTRIES INTENDING TO LOCATE IN NEWPORT TOWNSHIP. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, ZYLA, AND CZAPRACKI. "NAYS" NONE

COMMISSIONERS COMMENTS:

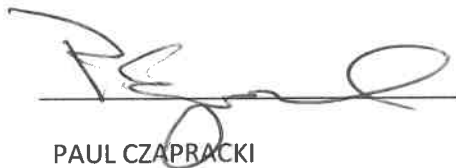
MR.ZYLA ASKED MR HILLAN TO EXPLAIN THE LOWER SOUTH VALLEY COUNCIL OF GOVERNMENT TO THE RESIDENTS IN ATTENDANCE. MR. HILLAN EXPLAINED THAT SINCE THE COG WAS FORMED THAT IT IS NOT ONLY BENEFITING THE TOWNSHIP FINANCIALLY IT HAS ALSO DEVELOPED A GREAT PARTNERSHIP BETWEEN THE DPW 'S OF EACH PARTICIPATING COMMUNITY.

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR CZAPRACKI ADJOURNED THE MEETING AT 6:25 PM



JOSEPH HILLAN
TOWNSHIP SECRETARY



PAUL CZAPRACKI
PRESIDENT BOARD OF COMMISSIONERS