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# MINUTES

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## NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MAY 5, 2025

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

**MOMENT OF SILENCE:** MR. ZYLA ASKED EVERYONE IN ATTENDANCE TO STAND IN A MOMENT OF SILENCE IN MEMORY OF JOHN F ELMY WHO PASSED AWAY ON APRIL 20, 2025. JOHN HAD DEVOTED MANY YEARS OF HIS LIFE TO THE TOWNSHIP.

**CITIZENS RECOGNITION:** THE NEWPORT TOWNSHIP BOARD OF COMMISSIONERS PRESENTED PLAQUES RECOGNIZING SCOTT SHATLEY AND DAVE JUMPER FOR THEIR SERVICE AND DEDICATION TO THE COMMUNITY.

**CITIZENS COMMENTS:** DEBBIE PROKOP STATED THAT SHE HEARD RUMORS THAT VEGTABLES WILL NO LONGER BE ALLOWED TO BE PLANTED IN HER FRONT YARD.

STEPHEN PROKOP QUESTIONED THE BLOCKING OF THE TRAIL ON THE KIRMAR PARKWAY NEAR THE POWER LINES.

JOE HOLOCHEK PRESENTED THE BOARD A PICTURE FROM HIS SONS EAGLE SCOUT DINNER THAT WAS HELD ON SUNDAY MAY 4<sup>TH</sup>. HE QUESTIONED WHY THERE WAS NO REPRESENTATION FROM THE TOWNSHIP PRESENT. MR. ROKE APOLOGIZED AND WAS EXTREMELY SORRY FOR ENTERING THE WRONG DATE IN HIS PERSONAL CALENDAR.

DAVE FINOGLE ASKED ABOUT HAVING ANOTHER ACCESS AND EGRESS TO GLEN LYON. HE ALSO NOTED THAT THE CONDITION OF NEIGHORING PROPERTIES HAVING POTENTIAL CODE VIOLATIONS.

FRED UDING QUESTIONED THE MAXIMUM HEIGHT OF A FENCE ALLOWED IN THE FRONT YARD OF A PROPERTY.

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PALMIRA MILLER INFORMED THE BOARD THAT THE MONTHLY FOOD DRIVE IS STILL BEING HELD ON THE SECOND SATURDAY OF THE MONTH. STARTING TIME FOR FOOD DISTRIBUTION IS 11:00AM.

**APPROVAL OF MINUTES:** MR.VISHNEFSKI MOVED THAT THE MINUTES OF THE COMMISSIONERS MEETING FROM APRIL 1<sup>ST</sup> BE APPROVED. MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA, "NAYS" NONE

**REPORT OF TOWNSHIP FUNDS:**

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

GENERAL FUND	(PSBT)	\$374,315.76
CONTINGENCY FUND	(PLGIT)	\$507,400.97
CAPITAL PURCHASE FUND	(PLGIT)	\$2,495.97
RECYCLING FUND	( PLGIT)	\$7,098.93
REFUSE FUND	(PLGIT)	\$176,839.18
REFUSE FUND	(PSBT)	\$108,191.19
LIQUID FUELS	(PLGIT)	\$94,141.14
RECREATION USE FUND	(PSBT)	\$100.05
<b>TOTAL CASH ON HAND AS OF APRIL 30, 2025</b>		<b>\$1,270,583.01</b>

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

**APPROVAL OF NON-RECURRING BILLS PAID DURING APRIL 2025:**

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON-RECURRING BILLS PAID DURING THE MONTH OF APRIL TOTALING \$66,023.13. MS.ZALESKI MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR.ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI. MESSERS. VISHNEFSKI, ROKE, ZYLA. "NAYS" NONE

**APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN MAY 2025**

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN MAY TOTALING \$131,981.17. 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. "NAYS" NONE

**DEPARTMENT REPORTS:**

a. STREET DEPARTMENT

MR HILLAN

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MR. ROKE MOVED TO HIRE GREGORY STEEBER AS A PART TIME FIRE APPARATUS OPERATOR EFFECTIVE APRIL 2, 2025. MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA, "NAYS" NONE

MS. ZALESKI MOVED TO ACCEPT THE RESIGNATION OF DAVID VNUK FROM THE NEWPORT AUTHORITY EFFECTIVE APRIL 14, 2025. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI. MESSERS, VISHNEFSKI, ZYLA, ROKE. "NAYS" NONE

MS. ZALESKI MOVED TO APPOINT DON REESE TO THE NEWPORT TOWNSHIP AUTHORITY. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI. MESSERS, VISHNEFSKI, ZYLA, ROKE. "NAYS" NONE

MR. ROKE MOVED TO APPROVE RESOLUTION #3 OF 2025 A RESOLUTION AUTHORIZING NEWPORT TOWNSHIP TO APPLY FOR A HIGHWAY OCCUPANCY PERMIT FOR PHASE II OF THE MAIN STREET GLEN LYON SIDEWALK PROJECT. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI. MESSERS, VISHNEFSKI, ZYLA, ROKE. "NAYS" NONE

**COMMISSIONERS COMMENTS:** THERE WERE NO COMMISSIONER COMMENTS

**ADJOURNMENT:**

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR ZYLA ADJOURNED THE MEETING AT 6:35 PM

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JOSEPH HILLAN  
TOWNSHIP SECRETARY

  
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JOHN ZYLA  
VICE- PRESIDENT BOARD OF COMMISSIONERS

- b. POLICE DEPARTMENT
- c. CODE ENFORCEMENT
- d. FIRE DEPARTMENT
- e. PARKS & RECREATION

MR ZYLA  
MS ZALESKI  
MR ROKE  
MR.VISHNEFSKI

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**SOLICITOR'S REPORT:**

ATTORNEY ROCKMAN HAD NOTHING TO REPORT

**FINANCIAL OVERSIGHT REPORT:**

JENNIFER POLITO REPORTED THAT THE INCOME FOR THE FIRST FOUR MONTHS OF THE YEAR WAS \$767,249.28 AND THE EXPENSES WERE \$704,338.94. JENNIFER ALSO REPORTED THAT THE AUDITOR WILL BE STARTING THE 2024 AUDIT IN JUNE.

**TOWNSHIP MANAGER'S REPORT:**

- A. 1,512 REFUSE STICKERS HAVE BEEN SOLD AS OF APRIL 30<sup>TH</sup>. THE FEE INCREASED TO \$420.00 ON MAY 1<sup>ST</sup>.
- B. ON APRIL 30<sup>TH</sup> THE TOWNSHIP RECEIVED THE AUDITOR GENERALS FINAL REPORT ON THE 2023 LIQUID FUELS FUND.
- C. NEWPORT TOWNSHIP WILL BE HOLDING AN ELECTRONIC RECYCLING EVENT ON SATURDAY MAY 17<sup>TH</sup> FROM 9AM UNTIL 11 AM AT THE MUNICIPAL GARAGE.
- D. NEWPORT TOWNSHIP IS ADVERTISING FOR PROFESSIONAL SERVICE AND ADVICE FOR THE SURVEY, DESIGN, BIDDING DOCUMENTS AND CONSTRUCTION MANAGEMENT AND INSPECTION FOR 14 ADA RAMPS ON ORCHARD AND APPLE STREETS IN GLEN LYON AND THE MILLING AND PAVING OF SPRING, LINE AND FAIRFIELD STREET.
- E. THE LOWER SOUTH VALEY COUNCIL OF GOVERNMENT FUELING STATION IS NOW OPEN. THIS WILL RESULT IN A SIGNIFIGANT COST SAVINGS FOR THE TOWNSHIP.

**NEW BUSINESS:**

MS. ZALSEKI MOVED TO TRANSFER \$100,000.00 FROM THE GENERAL FUND AT PSBT TO THE CONTINGINCEY FUND AT PLGIT TO RECEIVE A BETTER INTEREST RATE. MR.ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI. MESSERS. VISHNEFSKI, ROKE, ZYLA. "NAYS" NONE

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