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# MINUTES

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## NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF MARCH 3, 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 WERE IN ATTENDANCE: MR. JOHN ZYLA, MS. DEBORAH FORGACH - ZALESKI, MR. PAUL CZAPRACKI AND MR. JOHN VISHNEFSKI. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER, JOSEPH HILLAN, ATTORNEY JEFFREY ROCKMAN, AND FINANCIAL CONSULTANT JENNIFER POLITO. MR. MICHAEL ROKE WAS ABSENT.

MR. ZYLA MOVED ON THE RECOMMENDATION OF THE NEWPORT TOWNSHIP CIVIL SERVICE COMMISSION TO HIRE MR. EARL JOHNSON AS A FULL TIME POLICE OFFICER WITH 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, ZYLA, CZAPRACKI "NAYS" NONE

POLICE COMMISSIONER JOHN ZYLA THEN SWORE IN MR EARL JOHNSON AS A FULL TIME POLICE OFFICER. MR. ZLYA WAS ECSTATIC IN WELCOMING MR. JOHNSON TO THE POLICE FORCE AS ITS SIX FULL TIME OFFICER. MR. JOHNSON THEN ADDRESSED THE CROWD STATING HIS PREVIOUS POLICE EXPERIENCE.

**CITIZENS COMMENTS:** MS. AMY SARAKA ANNOUNCED THAT THE CRIME WATCH ORGANIZATION IS SPONSORING AN ACTIVE SHOOTER SEMINAR. THE SEMINAR WILL BE HELD ON THURSDAY MARCH 13 IN THE ALDEN ROOM AT THE R BAR.

MS. CAROL JARECKI STATED THE PROPERTY AT 162-164 EAST MAIN STREET HAS POSSIBLE CODE VIOLATIONS AND FIRE HAZARDS.

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MS. PALMIRA MILLER STATED THT THE FOOD DRIVE WILL BE HELD ON SATURDAY MARCH 8<sup>TH</sup> AND VOLUNTEERS ARE ALWAYS NEEDED.

**APPROVAL OF MINUTES:** MS.ZALESKI MOVED THAT THE MINUTES OF THE FEBRUARY 3, 2025 COMMISSIONERS MEETING BE APPROVED. MR.ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, CZAPRACKI "NAYS" NONE

**REPORT OF TOWNSHIP FUNDS:**

MR HILLAN REPORTED CASH ON HAND AS OF FEBRUARY 28, 2025 AS FOLLOWS:

GENERAL FUND	(PSBT)	\$61,549.58
CONTINGENCY FUND	(PLGIT)	\$577,052.91
CAPITAL PURCHASE FUND	(PLGIT)	\$5,419.10
RECYCLING FUND	(PLGIT)	\$26,670.09
REFUSE FUND	(PSBT)	\$103,906.37
REFUSE FUND	(PLGIT)	\$101,036.81
LIQUID FUELS	(PLGIT)	\$17,498.64
RECREATION USE FUND	(FNCB)	\$100.03
<b>TOTAL CASH ON HAND AS OF FEBRUARY 28, 2025</b>		<b>\$893,233.53</b>

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, ZYLA, CZAPRACKI. "NAYS" NONE

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

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON-RECURRING BILLS PAID DURING THE MONTH OF FEBRUARY TOTALING \$168,585.19.MR.ZYLA MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS.VISHNEFSKI, ZYLA, CZAPRACKI "NAYS" NONE

**APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN MARCH 2025:**

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN MARCH TOTALING \$68,147.77. MS.ZALESKI 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, ZYLA, CZAPRACKI. "NAYS" NONE

**DEPARTMENT REPORTS:**

- A.STREET DEPARTMENT MR CZAPRACKI
- B.POLICE DEPARTMENT MR ZYLA

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C.CODE ENFORCEMENT` MS ZALESKI

D.FIRE DEPARTMENT MR HILLAN

MR CZAPRACKI THANKED ALL OF THE FIREFIGHTERS AND EVERYONE INVOLVED FOR THE EXCELLENT JOB DONE CONTAINING THE RECENT FIRE AT THE LYONS DEN IN GLEN LYON.

E.PARKS & RECREATION MR.VISHNEFSKI

**SOLICITOR'S REPORT:**

ATTORNEY ROCKMAN REPORTED THE HE WORKED WITH MR.HILLAN ON DRAFTING THE THREE ORDINANCES THAT ARE UP FOR ADOPTION UNDER NEW BUSINESS.

**FINANCIAL OVERSIGHT REPORT:**

JENNIFER POLITO REPORTED THAT THE INCOME YEAR TO DATE IS \$193,201.84 AND EXPENSES WERE \$306,649.20.

**TOWNSHIP MANAGER'S REPORT:**

- A. PRESENTATION OF THE REVISED 2025 MINIMUM MUNICIPAL OBLIGATION DUE TO THE RECENT PAY INCREASE FOR THE POLICE DEPARTMENT : REVISED AMOUNT \$79,154.14.(OLD AMOUNT \$70,674.50)
- B. 810 REFUSE STICKERS HAVE BEEN PURCHASED AS OF FEBRUARY 28<sup>TH</sup>
- C. ON FEBRUARY 14<sup>TH</sup> THE TOWNSHIP SUBMITTED AN APPLICATION WITH THE LOWE'S FOUNDATION FOR THE AMOUNT OF \$149,919.00 TO FUND THE PLAYGROUND ON RAILROAD STREET IN GLEN LYON
- D. ON FEBRUARY 26<sup>TH</sup> THE TOWNSHIP RECEIVED AND SIGNED THE DOCUMENTATION FOR THE 902 GRANT THAT WAS AWARDED (\$158,197.00) IN NOVEMBER FOR THE RECYCLING COMPACTOR TRUCK. FUNDS SHOULD BE RECEIVED IN THE NEXT THIRTY TO SIXTY DAYS.
- E. NEWPORT TOWNSHIP WILL BE HOLDING AN ELECTRONIC RECYCLING EVENT ON MAY 17<sup>TH</sup> FROM 9:00 AM UNTIL 11:00 AM AT THE MUNICIPAL GARAGE PARKING AREA.DETAILS ARE AVAILABLE ON OUR WEBSITE NEWPORTTOWNSHIP.ORG
- F. DUE TO A NUMBER OF DUMPSTERS BEING LEFT ON PROPERTIES THROUGH OUT THE TOWNSHIP FOR AN EXTENDED PERIOD, THE COMMISSIONERS HAVE DECIDED TO ADOPT A DUMPSTER ORDINANCE. THE DUMPSTER ORDINANCE ALONG WITH REVISIONS TO THE BURNING ORDINANCE AND A KNOX BOX ORDINACE WILL BE ACTED UPON UNDER NEW BUSINESS IN TONIGHT'S MEETING.
- G. BECAUSE OF THE RECENT FATAL ACCIDENT THAT OCCURRED, PENN DOT WAS NOTIFIED ABOUT DOING A STUDY OF THE INTERSECTION AT ALDEN ROAD AND MAIN STREET NEAR OUR BORDER WITH NANTICOKE CITY.

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**NEW BUSINESS:**

MS.ZALESKI MOVED TO ADOPT ORDINANCE #1 OF 2025 AN ORDINANCE OF NEWPORT TOWNSHIP REGULATING OUTDOOR BURNING WITHIN THE TOWNSHIP. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI , ZYLA, CZAPRACKI "NAYS" NONE

MR.ZYLA MOVED TO ADOPT ORDINANCE #2 OF 2025 AN ORDINANCE OF THE TOWNSHIP OF NEWPORT, LUZERNE COUNTY, PENNSYLVANIA REGULATING THE PLACEMENT OF WASTE DUMPSTERS AND THE STORAGE OF OTHER ITEMS ON PRIVATE PROPERTY AND WITHIN THE RIGHT-OF-WAY OF ANY PUBLIC STREET IN THE TOWNSHIP. MR.VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, CZAPRACKI "NAYS" NONE

MS.ZALESKI MOVED TO ADOPT ORDINANCE #3 OF 2025 AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF NEWPORT ADOPTING AN ORDINANCE REQUIRING CERTAIN STRUCTURES WITHIN THE TOWNSHIP OF NEWPORT TO HAVE A KNOX BOX INSTALLED ON THE EXTERIOR OF THE STRUCTURE FOR FIRE SAFETY PURPOSES.MR.ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, CZAPRACKI "NAYS" NONE

MR.ZYLA MOVED TO APPROVE THE EMERGENCY OPERATIONS PLAN FOR NEWPORT TOWNSHIP. MS.ZALESKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS.VISHNEFSKI, ZYLA, CZAPRACKI "NAYS" NONE

**COMMISSIONERS COMMENTS:**

MR.ZYLA STATED THAT NEWPORT UNITED WOULD MEET TOMORROW NIGHT AT 6:00 PM AT THE MUNICIPAL BUILDING

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR. CZAPRACKI ADJOURNED THE MEETING AT 6:32PM

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JOSEPH HILLAN  
TOWNSHIP SECRETARY

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PAUL CZAPRACKI  
PRESIDENT BOARD OF COMMISSIONERS

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