

# MINUTES

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## NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

DECEMBER 6, 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, AND FINANCIAL CONSULTANT JENNIFER POLITO.

**CITIZENS COMMENTS:**

MS. PALMIRA MILLER INFORMED THE BOARD THAT THE MONTHLY CEO FOOD DISTRIBUTION WILL BE ON SATURDAY DECEMBER 11<sup>TH</sup> AT THE NEWPORT TOWNSHIP RECREATION PARK BEGINNING AT 11:00AM.

MS. CHARLOTTE SANTRY EXPRESSED HER OPPOSITION TO THE BOARD OF COMMISSIONERS ABOUT THE NACERO NATURAL GAS TO GASOLINE FACILITY THAT IS PROPOSED TO BE LOCATED IN NEWPORT TOWNSHIP. ATTORNEY SOLT INFORMED MS. SANTRY THAT NO PERMITS HAVE BEEN APPLIED FOR AT THE TOWNSHIP FOR THIS PROJECT AND IF THEY ARE THE PROPER PROCEDURES WILL BE FOLLOWED.

**APPROVAL OF MINUTES:** MR. ROKE MOVED THAT THE MINUTES OF THE COMMISSIONERS MEETING FROM NOVEMBER 1<sup>ST</sup> BE APPROVED. MR. ZYLA 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 DECEMBER 1, 2021 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$375,224.19
CONTINGENCY FUND	(PLGIT)	\$145,623.10
CONTINGENCY FUND	(FNCB)	\$ 250,069.18
RECYCLING FUND	(PLGIT)	\$593.35
RECYCLING FUND	(FNCB)	\$14,421.19
REFUSE FUND	(FNCB)	\$47,220.06

LIQUID FUELS	(PLGIT)	\$57,425.91
VEHICLE LEASE FUND	(PLGIT)	\$8,906.56
RECREATION USE FUND	(FNCB)	\$4,934.38
WVSA STORM WATER FUND		\$21,930.70
<b>TOTAL CASH ON HAND AS OF DEC 1, 2021</b>		<b>\$926,350.26</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 NOVEMBER 2021:**

- MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF NOVEMBER TOTALING \$186,004.43. 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

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

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN DECEMBER TOTALING \$9779.19. 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, 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 ADDRESSED THE COMMISSIONERS ABOUT ORDINANCE #4 OF 2021 ESTABLISHING GUIDELINES TO ADDRESS DETERIORATING PROPERTY/BUILDINGS WITHIN THE TOWNSHIP.

**FINANCIAL OVERSIGHT REPORT:** JENNIFER POLITO PRESENTED THE COMMISSIONERS WITH THE ELEVENTH MONTH REVENUES \$1,979,051.14. AND EXPENSES \$1,353,842.06.

**TOWNSHIP MANAGER'S REPORT:**

- A. ON SEPTEMBER 29<sup>TH</sup> THE AUDITOR GENERALS OFFICE CONDUCTED AN AUDIT OF THE TOWNSHIPS LIQUID FUELS TAX FUND FOR THE PERIOD JANUARY 1, 2020 TO DECEMBER 31, 2020. ON NOVEMBER 8<sup>TH</sup> WE RECEIVED A REPORT STATING THAT NO ERRORS OR DEFICIENCIES WERE FOUND. THE REPORT IS IN YOUR PACKET.
- B. DEMOLITION UPDATES:  
26-28 ROCK STREET HAS BEEN DEMOLISHED, THE ASBESTOS INSPECTION IS SCHEDULED FOR 36-38 ROCK STREET AND THEN 36-38-40 ROCK STREET WILL BE PUT OUT FOR BID FOR DEMOLITION.
- B. DOLLAR GENERAL UPDATE: SITE PREPARATION WORK HAS BEGUN. DEADLINE FOR COMPLETION OF THE PROJECT IS TENTATIVELY SET FOR JANUARY 23<sup>RD</sup>
- C. THE PAVING OF MAIN STREET WANAMIE, NORTHERN AVENUE SHEATOWN HAS BEEN COMPLETED BY PENNSY SUPPLY.WE ARE STILL WAITING FOR APPROVAL FROM THE STATE TO USE THE REMAINDER OF THE PRISON CLOSURE GRANT TO PAVE MORE STREETS.
- D. THE LOWER SOUTH VALLEY COUNCIL OF GOVERNMENTS HAS COMPLETED THE PAVING OF GRUVER AND RAILROAD STREETS IN ALDEN AND THE AREA AROUND THE WANAMIE HOSE HOUSE AND THE ADJACENT ALLEYWAY.
- E. THE LUZERNE COUNTY COMMUNITY DEVELOPMENT GRANT PROJECT WHICH INCLUDES THE PAVING OF FRANKLIN STREET, BURNETT STREET, DEPOT STREET, STRALKA LANE AND 600 FEET OF WATER STREET WAS DELAYED THIS YEAR. THIS PROJECT WILL BE ADVERTISED FOR BIDS IN THE SPRING OF 2022.
- F. THE MAIN STREET GLEN LYON SIDEWALK PROJECT WILL BE ADVERTISED FOR BID IN EARLY 2022

## **NEW BUSINESS**

MR. ROKE MOVED TO PASS ORDINANCE #3 OF 2021, AN ORDINANCE OF NEWPORT TOWNSHIP, LUZERNE COUNTY, COMMONWEALTH OF PENNSYLVANIA APPROVING THE BUDGET AND SETTING THE TAX RATES FOR THE YEAR 2022. 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

MS. ZALESKI MOVED TO PASS ORDINANCE #4 OF 2021 AN ORDINANCE OF NEWPORT TOWNSHIP, LUZERNE COUNTY, COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING GUIDELINES TO ADDRESS DETERIORATING PROPERTY/BUILDINGS WITHIN THE TOWNSHIP AND FURTHER ESTABLISHING PENALTIES FOR THE VIOLATION THEREOF. MR. VISHNEFSKI SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, ROKE, CZAPRACKI, "NAYS" NONE

MR. ROKE MOVED TO APPROVE THE KILMER GROUP AS THE INSURANCE AGENT FOR NEWPORT TOWNSHIP FOR 2022 FOR RISK MANAGEMENT AND AUTOINSURANCE. MR. ZYLA SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, ROKE, CZAPRACKI, "NAYS" NONE

MR. ROKE MOVED TO PASS RESOLUTION NO.6 OF 2021, A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF NEWPORT AUTHORIZING APPLICATION FOR THE FIREFIGHTERS GRANT (AFG) PROGRAM AND AUTHORIZING THE CHAIRMAN OF THE BOARD TO EXECUTE ALL DOCUMENTS NECESSARY FOR THE SAME. 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

MS. ZALESKI MOVED TO PASS RESOLUTION NO.7 OF 2021, A RESOLUTION BETWEEN THE TOWNSHIP OF NEWPORT, THE TOWNSHIP OF HANOVER AND THE CITY OF NANTICOKE WHEREAS THE MUNICIPALITIES INTEND TO CONFIRM AND ACKNOWLEDGE THEIR RESPECTIVE UNDERSTANDING REGARDING THE EXISTANCE OF SEWER GENERATING FACILITIES AND THE CONVEYANCE OF WASTEWATER TO THE PUBLIC WASTEWATER COLLECTION SYSTEM. MR. ZYLA SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, ROKE, CZAPRACKI, "NAYS" NONE

MR. ZYLA MOVED TO REAPPOINT MR. MEL DUDECK TO A FIVE YEAR TERM ON THE NEWPORT TOWNSHIP SEWER AUTHORITY MR. VISHNEFSKI SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, ROKE, CZAPRACKI, "NAYS" NONE

MR. ZYLA MOVED TO APPROVE THE WAGES FOR THE FOLLOWING FULLTIME DPW EMPLOYEES FOR 2022 JORDAN SAGER \$21.00 PER HOUR, RICHARD GUZIAK \$19.00 PER HOUR AND PARTIME EMPLOYEES \$13.00 PER HOUR. MR. VISHNEFSKI SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ZYLA, ROKE, CZAPRACKI, "NAYS" NONE

MR. VISHNEFSKI MOVED TO HIRE BRIAN STASHIK AS A FULL TIME EMPLOYEE WITH THE DEPARTMENT OF PUBLIC WORKS AT THE RATE OF \$18.00 PER HOUR EFFECTIVE JANUARY 1, 2022. 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

MR. ROKE MOVED TO APPROVE THE 2022 EMPLOYMENT AGREEMENT BETWEEN JOSEPH HILLAN AND NEWPORT TOWNSHIP AS TOWNSHIP MANAGER/BUILDING CODE OFFICIAL FROM JANUARY 1,2022 TO DECEMBER 31, 2022. 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

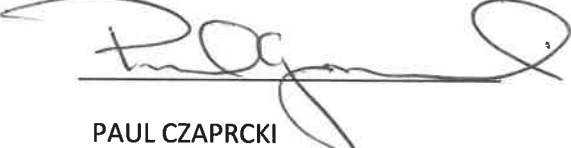
**COMMISSIONERS COMMENTS:**

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 6:26 PM

  
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JOSEPH HILLAN  
TOWNSHIP SECRETARY

  
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PAUL CZAPRCKI  
PRESIDENT BOARD OF COMMISSIONERS

