

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

DECEMBER 5, 2022

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 JEFF ROCKMAN . FINANCIAL CONSULTANT JENNIFER POLITO WAS ABSENT.

CITIZENS COMMENTS:

MS. CHARLOTTE SANTRY ASKED WHAT TYPE OF ANTI ICING PRODUCT COULD BE USED ON THE NEW SIDEWALKS ON MAIN STREET IN GLEN LYON.

MS. PALMIRA MILLER INFORMED THE BOARD THAT THE MONTHLY CEO FOOD DISTRIBUTION WILL BE ON SATURDAY DECEMBER 10TH AT THE NEWPORT TOWNSHIP RECREATION PARK BEGINNING AT 11:00AM. MS.MILLER ALSO REQUESTED THAT THE FOOD DISTRIBUTION FOR JANUARY, FEBRUARY AND MARCH BE HELD AT THE MUNICIPAL GARAGE.

MS.HEIDI JARECKI ASKED IF IT WOULD BE POSSIBLE TO HAVE THE LCTA BUS STOP AT THE DOLLAR GENERAL IN WANAMIE.

APPROVAL OF MINUTES: MS.ZALESKI MOVED THAT THE MINUTES OF THE COMMISSIONERS MEETING FROM NOVEMBER 7TH BE APPROVED. MR. ROKE SECONDED THE MOTION AND IT 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, 2022 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$508,483.27
CONTINGENCY FUND	(PLGIT)	\$1,036,200.71
RECYCLING FUND	(PLGIT)	\$13,842.46
REFUSE FUND	(FNCB)	\$47,506.02
LIQUID FUELS	(PLGIT)	\$43,562.53

VEHICLE LEASE FUND (PLGIT)	\$16,513.00
RECREATION USE FUND (FNCR)	\$4,934.38
WVSA STORM WATER FUND	\$39,668.37
TOTAL CASH ON HAND AS OF DEC 1, 2022	\$1,710,710.74

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 2022:

- MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF NOVEMBER TOTALING \$247,200.28. MR.ZYLA 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 2022:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN DECEMBER TOTALING \$307,589.70. 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:

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| 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 ROCKMAN HAD NOTHING TO REPORT

FINANCIAL OVERSIGHT REPORT: TOWNSHIP MANAGER JOSEPH HILLAN PRESENTED THE COMMISSIONERS WITH THE ELEVENTH MONTH REVENUES \$4,292,294.08. AND EXPENSES \$3,723,764.96.

TOWNSHIP MANAGER'S REPORT:

A.DEMOLITION UPDATES:

REAR 30 APPLE STREET WAS DEMOLISHED ON THURSDAY NOVEMBER 17TH REAR 61 COAL STREET WILL BE DEMOLISHED WITHIN THE NEXT FEW WEEKS. THE NEXT GROUP WILL CONSIST OF 101 NEWPORT STREET AND 77 RIDGE STREET IN GLEN LYON .THIS GROUP SHOULD BE OUT FOR BID IN EARLY JANUARY.

B.THE ROBERT STREET ALLEY DRAINAGE AND PAVING PROJECT IS COMPLETE. WE RECEIVED A THANK YOU NOTE FROM MARIELLEN SCOTT IN APPRECIATION FOR THE WORK THAT WAS DONE IN THAT AREA. DUE TO THE WEATHER CONDITIONS, THE BASKETBALL AND TENNIS COURTS ARE NOW SCHEDULED TO BE COMPLETED IN THE SPRING OF 2023.

C. THE WORK ON THE GLEN LYON SIDEWALK PROJECT HAS BEEN SUSPENDED UNTIL THE SPRING OF 2023.

D.WANAMIE VERIZON CELL TOWER UPDATE: PLANS FOR THE SUBDIVISION WERE SIGNED BY THE TOWNSHIP AND SUBMITTED TO VERIZON FOR THEIR SIGNATURE AND THEN THEY WILL BE FORWARDED TO THE COUNTY FOR APPROVAL.

E. ON WEDNESDAY NOVEMBER 16TH EILEEN ROSEN FROM THE AUDITOR GENERALS OFFICE CONDUCTED AN AUDIT OF THE 2021 LIQUID FUELS ACCOUNT WITH NO FINDINGS. THE EXIT LETTER IS INCLUDED IN YOUR MEETING FOLDER.

NEW BUSINESS

MR.VISHNEFSKI MOVED TO TABLE BOTH BUDGET RELATED ITEMS (ORDINANCE #3 OF 2022 AND RESOLUTION #10 OF 2022) THAT ARE ON THE AGENDA. 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

MR.ROKE MOVED TO ADD A MOTION TO THE AGENDA TO RESCIND NOVEMBER 7TH AWARD OF THE REFUSE CONTRACT TO ANTHRACITE WASTE. 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

MS.ZALESKI MOVED TO RESCIND THE NOVEMBER 7TH CONTRACT THAT THAT WAS AWARDED TO ANTHRACITE WASTE FOR THE COLLECTION REFUSE. MR.ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI MESSERS, VISHNEFSKI, ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

MR.ROKE MOVED TO ADD TO THE AGENDA A MOTION TO RE-ADVERTISE FOR BIDS FOR REFUSE COLLECTION .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

MS.ZALESKI MOVED TO RE-ADVERTISE FOR BIDS FOR REFUSE COLLECTION . 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

MR.ROKE MOVED TO APPROVE THE KILMER GROUP AS THE INSURANCE AGENT FOR NEWPORT TOWNSHIP FOR 2023 FOR RISK MANAGEMENT AND AUTO INSURANCE.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

MR.ZYLA MOVED TO APPROVE THE WAGES FOR THE FOLLOWING FULLTIME DPW WORKERS JORDAN SAGER \$22.00 PER HOUR, RICHARD GUZIAK \$20.00 PER HOUR AND JEREMY YOKOVONIS 19.00 PER HOUR. 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

MS.ZALESKI MOVED TO APPROVE THE 2023 EMPLOYMENT AGREEMENT BETWEEN JOSEPH HILLAN AND NEWPORT TOWNSHIP AS TOWNSHIP MANAGER/BUILDING CODE OFFICIAL FROM JANUARY 1,2023 TO DECEMBER 31, 2023. 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

MS.ZALESKI MOVED TO PASS ORDINANCE #4 OF 2022 AN ORDINANCE OF NEWPORT TOWNSHIP, LUZERNE COUNTY, and COMMONWEALTH OF PENNSYLVANIA, ESTABLISHING GUIDELINES FOR THE CARE AND MAINTENANCE OF THE TREE LAWN ALONG EAST MAIN STREET AND WEST MAIN STREET IN GLEN LYON AND FURTHER ESTABLISHING PENALTIES FOR THE VIOLATION THEREOF. 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

MR.ROKE MOVED TO APPROVE ORDINANCE #5 OF 2022 AN ORDINANCE OF NEWPORT TOWNSHIP, LUZERNE COUNTY, COMMONWEALTH OF PENNSYLVANIA, WHICH WILL BE KNOWN AS THE MOTOR VEHICLE SIZE, WEIGHT AND LOAD LIMITATIONS ORDINANCE. 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

MR ROKE MOVED TO APPROVE ORDINANCE #6 OF 2022 AN ORDINANCE REQUIRING PERSONS WHO OPERATE CABLE TELEVISION SYSTEMS TO OBTAIN A FRANCHISE TO OPERATE AND MAINTAIN A CABLE TELEVISION SYSTEM IN NEWPORT TOWNSHIP, LUZERNE COUNTY, PENNSYLVANIA, SETTING FORTH THE TERMS AND PROVIDING FOR THE REGULATIONS OF THE CABLE TELEVISION SYSTEM WITH A FRANCHISE AGREEMENT WITH COMCA 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

MR.VISHNEFSKI MOVED TO APPROVE THE USE OF THE TOWNSHIP FIRE TRUCK AND THE MUNICIPAL GARAGE ON SATURDAY DECEMBER 10TH FROM 1 TO 3 PM FOR THE NEWPORT TOWNSHIP WOMEN'S ACTIVITY GROUPS ANNUAL VISIT FROM SANTA CLAUS. 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

MS.ZALESKI MOVED TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE NEWPORT TOWNSHIP BOARD OF COMMISSIONERS, THE NEWPORT TOWNSHIP FIRE ENGINE DRIVERS ASSOCIATION AND DAVID HOFFMAN. 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

MR.ROKE MOVED TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE NEWPORT TOWNSHIP BOARD OF COMMISSIONERS ,THE NEWPORT TOWNSHIP POLICE DEPARTMENT,FRATERNAL ORDER OF POLICE,WYOMING VALLEY LODGE NO.36, THE NEWPORT TOWNSHIP FIRE ENGINE DRIVERS ASSOCIATION AND ANDREW HASHAGEN. 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

MR.ROKE MOVED TO APPROVE THE SALE OF THE 2002 GMC JCMOORE FIRE ENGINE TO ARFF SALES CORP TY HUBBARD FOR \$19,800.00. ARFF WAS THE SUCCESFUL BIDDER ON MUNICIBID. 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

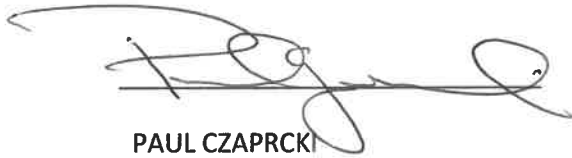
COMMISSIONERS COMMENTS:

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 6:42 PM

JOSEPH HILLAN
TOWNSHIP SECRETARY



PAUL CZAPRCKI
PRESIDENT BOARD OF COMMISSIONERS