

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF JANUARY 5, 2026

PRESIDENT PAUL CZAPRACKI, CALLED THE MEETING TO ORDER AT 6:40 PM

ROLL CALL:

THE FOLLOWING COMMISSIONERS ATTENDED MR. JOHN ZYLA, MR. DAVID SARAKA, MR. RONALD JONES, MR. MICHAEL ROKE, AND MR. PAUL CZAPRACKI. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER, JOSEPH HILLAN, AND ATTORNEY CHRISTOPHER SLUSSER.

CITIZENS COMMENTS:

MS. PALMYRA MILLER THANKED THE BOARD FOR THE USE OF THE MUNICIPAL GARAGE FOR THE MONTHLY FOOD DRIVE. MS. MILLER ALSO EXPRESSED CONCERNS ABOUT RESIDENTS ON RIDGE STREET CONSTANTLY LEAVING THEIR GARBAGE CANS AT THE CURB AND ON THE STREET.

APPROVAL OF MINUTES: MR. SARAKA MOVED THAT THE MINUTES OF THE DECEMBER 1, 2025 COMMISSIONERS MEETING BE APPROVED. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, JONES, ZYLA AND CZAPRACKI "NAYS" NONE

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF DECEMBER 31, 2025, AS FOLLOWS:

GENERAL FUND	(PSBT)	\$181,031.97
CONTINGENCY FUND	(PLGIT)	\$523,267.05
RECYCLING FUND	(PLGIT)	\$18,458.98
REFUSE FUND	(PLGIT)	\$4,280.10
LIQUID FUELS	(PLGIT)	\$48,407.67
REFUSE FUND	(PSBT)	\$212.69
RECREATION USE FUND	(PSBT)	\$100.11

TOTAL CASH ON HAND AS OF DECEMBER 31, 2025 \$775,758.57

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

APPROVAL OF NON-RECURRING BILLS PAID DURING DECEMBER 2025:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON-RECURRING BILLS PAID DURING THE MONTH OF DECEMBER TOTALING \$135,089.62. MR. SARAKA MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. JONES SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, JONES, ZYLA AND CZAPRACKI "NAYS" NONE

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN JANUARY 2026:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN JANUARY TOTALING \$78,514.28. MR. SARAKA MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. JONES SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS. ROKE, SARAKA, JONES, ZYLA AND CZAPRACKI "NAYS" NONE

DEPARTMENT REPORTS:

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| a. STREET DEPARTMENT | MR. CZAPRACKI |
| b. POLICE DEPARTMENT | MR. ZYLA |
| c. CODE ENFORCEMENT | MR. SARAKA |
| d. FIRE DEPARTMENT | MR. ROKE |
| e. PARKS & RECREATION | MR. JONES |

SOLICITORS REPORT:

ATTORNEY SLUSSER HAD NOTHING TO REPORT

FINANCIAL OVERSIGHT REPORT:

MR. HILLAN REPORTED THAT THE TOWNSHIP INCOME FOR 2025 WAS \$2,453,829.18. AND THE EXPENSES WERE \$2,505,198.98

TOWNSHIP MANAGER'S REPORT:

- A. THE 2026 REFUSE AND RECYCLING BILLS HAVE BEEN MAILED. THE FEE FOR 2026 IS \$385.00 PER UNIT IF PAID BEFORE APRIL 30TH. PAYMENTS CAN BE MADE AT THE MUNICIPAL BUILDING, BY MAIL OR THIS YEAR THERE IS A NEW PAYMENT OPTION AVAILABLE ON OUR WEBSITE NEWPORTTOWNSHIP.ORG. PAYMENT CAN BE MADE ON THE WEBSITE EITHER BY CARD OR ACH.
- B. ON MONDAY DECEMBER 22ND NEWPORT TOWNSHIP RECEIVED PERSONAL NOTIFICATION FROM SENATOR LISA BAKER INFORMING US THAT WE WERE AWARDED A \$105,000.00 STATEWIDE LSA GRANT FOR THE PLAYGROUND ON RAILROAD STREET IN GLEN LYON. THIS

GRANT COMBINED WITH THE \$125,00.00 LOCAL LSA GRANT AWARDED IN JUNE OF 2024 WILL ALLOW THE TOWNSHIP TO COMPLETE THIS PROJECT

NEW BUSINESS:

MR. ROKE MOVED TO APPROVE THE TRANSFER OF \$7,848.75 FROM THE REFUSE ACCOUNT AND \$14,487.25 FROM THE RECYCLING ACCOUNT TO THE GENERAL ACCOUNT TO COVER COST FOR THE FOURTH QUARTER OF 2025. MR. SARAKA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, JONES, ZYLA AND CZAPRACKI "NAYS" NONE

MR. ZYLA MOVED TO ACCEPT A LETTER OF RESIGNATION FROM JAMES HOFFMAN FROM HIS POSITION AS A PART TIME FIRE APPARATUS DRIVER EFFECTIVE JANUARY 5, 2026. MR ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, JONES, ZYLA AND CZAPRACKI "NAYS" NONE

MR. ROKE MOVED TO REAPPOINT JOSEPH DELUCA TO THE NEWPORT TOWNSHIP SEWER AUTHORITY. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, JONES, ZYLA AND CZAPRACKI "NAYS" NONE

MR. ROKE MOVED TO APPROVE RESOLUTION #1 OF 2026 A RESOLUTION OF THE TOWNSHIP OF NEWPORT ADOPTING A FEE SCHEDULE FOR RESIDENTIAL AND COMMERCIAL PLAN REVIEWS. MR. SARAKA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, SARAKA, JONES, ZYLA AND CZAPRACKI "NAYS" NONE

COMMISSIONERS COMMENTS:

MR. ROKE THANKED JIMMY HOFFMAN FOR ALL OF HIS YEARS OF SERVICE WITH NEWPORT TOWNSHIP AS A PART TIME FIRE APPARATUS DRIVER.

MR CZAPRACKI COMPLIMENTED THE POLICE DEPARTMENT FOR THEIR WORK IN DEALING WITH THE VARIOUS DIFFERENT CRIMES THAT ARE OCCURING IN THE TOWNSHIP.

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR CZAPRACKI ADJOURNED THE MEETING AT 7:01 PM


JOSEPH HILLAN
TOWNSHIP SECRETARY


PAUL CZAPRACKI
PRESIDENT BOARD OF COMMISSIONERS

