

DRAFT

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

APRIL 1, 2024

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 ATTENDED MR. JOHN ZYLA, MR. MICHAEL ROKE AND MR. PAUL CZAPRACKI. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER, JOSEPH HILLAN, ATTORNEY JEFFREY ROCKMAN, FINANCIAL CONSULTANT JENNIFER POLITO.COMMISSIONERS DEBORAH FORGACH-ZALESKI AND JOHN VISHNEFSKI WERE ABSENT.

CITIZENS COMMENTS: DAVE FINOGLE EXPRESSED HIS CONCERNS TO THE BOARD REGARDING TOWNSHIP NOTIFCATIONS THAT ARE SENT TO THE RESIDENTS SHOULD BE PRINTED BI-LINGUAL.

APPROVAL OF MINUTES: MR.ROKE MOVED THAT THE MINUTES FROM THE COMMISSIONERS MEETING HELD ON MARCH 4TH BE APPROVED. MR.ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, ZYLA, CZAPRACKI "NAYS" NONE

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF MARCH 31, 2024 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$167,330.78
CONTINGENCY FUND	(PLGIT)	\$777,842.80
CAPITAL PURCHAS FUND	(PLGIT)	\$37,306.66
RECYCLING FUND	(PLGIT)	\$21,383.11
REFUSE FUND	(PLGIT)	\$246,619.69
REFUSE FUND	(FNCB)	\$48,592.47
LIQUID FUELS	(PLGIT)	\$110,611.74
RECREATION USE FUND	(FNCB)	\$4,934.38
TOTAL CASH ON HAND AS OF MARCH 31, 2024		\$1,414,621.63

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

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APPROVAL OF NON-RECURRING BILLS PAID DURING MARCH 2024:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON-RECURRING BILLS PAID DURING THE MONTH OF MARCH TOTALING \$168,990.08. MR.ROKE MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN APRIL 2024:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN APRIL TOTALING \$91,339.10. MR.ZYLA MOVED THAT THE LIST BE APPROVED FOR PAYMENT. MR.ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS ZYLA, ROKE, AND CZAPRACKI. "NAYS" NONE

DEPARTMENT REPORTS:

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

SOLICITOR'S REPORT:

ATTORNEY ROCKMAN HAD NOTHING TO REPORT

FINANCIAL OVERSIGHT REPORT:

JENNIFER POLITO REPORTED THAT THE INCOME FOR THE FIRST QUARTER OF 2023 WAS \$498,477.90 AND THE EXPENSES WERE \$475,681.88. MS POLITO ALSO REPORTED THAT THE ANNUAL AUDIT WOULD BEGIN IN THE NEXT FEW MONTHS.

TOWNSHIP MANAGER'S REPORT:

- A. AS OF MARCH 28th 1,030, REFUSE STICKERS HAVE BEEN SOLD. DEADLINE FOR PAYMENT IS APRIL 30th.
- B. ON MARCH 1st WE RECEIVED OUR 2024 STATE LIQUID FUELS ALOCATION IN THE AMOUNT OF \$127,368.45
- C. ON MARCH 7th I ALONG WITH MEMBERS OF THE BOARD OF COMMISSIONERS ATTENDED THE COUNTY TOWN HALL MEETING AT CITY HALL IN NANTICOKE AND SPOKE IN FAVOR OF THE FULL BRIDGE REPLACEMENT OPTION FOR THE NANTICOKE /WEST NANTICOKE BRIDGE PROJECT.
- D. ON MARCH 14th I SIGNED A THREE YEAR CONTRACT WITH ENERGY SOLUTIONS TO CONTINUE PURCHASING THE ELECTRICITY FOR THE TOWNSHIP OWNED BUILDINGS AND STREET LIGHTS.

TOWNSHIP SAVED \$25,003 IN 2023 BY PURCHASING ELECTRICITY FROM ENERGY SOLUTIONS (SEE ATTACHED CHART IN MEETING PACKET).

E. THE ACT 902 RECYCLING GRANT CYCLE HAS OPENED UP, I HAVE A PRE APPLICATION MEETING SCHEDULED FOR APRIL 4TH AT 9:30 AM. WE WILL BE APPLYING FOR FUNDS TO COVER THE COSTS OF THE RECYCLING PAPER PURCHASED IN 2022.

F. DEMOLITION UPDATES: THE LOWER SOUTH VALLEY LAND BANK RECENTLY HAD A CONTRACTOR SECURE THE PROPERTY AT 48 NEWPORT STREET IN GLEN LYON. IT WILL NOT BE PUT OUT FOR BID FOR DEMOLITION UNTIL THE QUIET TITLE HAS BEEN SECURED. THIS PROCESS COULD TAKE A CONSIDERABLE AMOUNT OF TIME DEPENDING ON THE PROCESS IN THE COURT SYSTEM.

G. NEWPORT TOWNSHIP WILL BE HOLDING AN ELECTRONIC RECYCLING EVENT ON MAY 18TH FROM 9:00 AM UNTIL 11:00 AM AND A PAPER-SHREDDING EVENT ON SATURDAY SEPTEMBER 14TH FROM 9:00 AM UNTIL 12:00 PM. BOTH EVENTS WILL BE HELD AT THE MUNICIPAL GARAGE.

NEW BUSINESS:

MR.ROKE MOVED TO APPROVE ORDINANCE #1 OF 2024 AN ORDINANCE REQUIRING ALL PERSONS, PARTNERSHIPS,BUSINESSES,AND CORPORATIONS TO OBTAIN A PERMIT FOR ANY CONSTRUCTION OR DEVELOPMENT;PROVIDING FOR THE ISSUANCE OF SUCH PERMITS; SETTING FORTH CERTAIN MINIMUM REQUIREMENTS FOR NEW CONSTRUCTION AND DEVELOPMENT WITHIN AREAS OF THE TOWNSHIP OF NEWPORT WHICH ARE SUBJECT TO FLOODING; AND ESTABLISHING PENALTIES FOR ANY PERSONS WHO FAIL ,OR REFUSE TO COMPLY WITH,THE REQUIREMENTS OR PROVISIONS OF THIS ORDINANCE. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

MR.ZYLA MOVED TO APPROVE THE TRANSFER OF \$7,848.75 FROM THE REFUSE ACCOUNT AND \$14,687.25 FROM THE RECYCLING ACCOUNT TO THE GENERAL ACCOUNT TO COVER EXPENSES FOR THE FIRST QUARTER OF 2024. MR.ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MESSERS ZYLA, ROKE, AND CZAPRACKI. "NAYS" NONE

MR.ROKE MOVED TO APPROVE CHANGE ORDER #1 FOR THE 2023 DEMOLITION AND SITE CLEARANCE PROJECT CONTRACT WITH AR POPPLE THG EXC IN THE AMOUNT OF \$16,207.20. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MESSERS. ROKE, ZYLA AND CZAPRACKI. "NAYS" NONE

COMMISSIONERS COMMENTS:

MR.ZYLA CONGRATULATED THE NEWPORT TOWNSHIP COMMUNITY NEWS FOR BEING SELECTED AS A FINALIST IN A NATIONAL NEWSLETTER COMPETITION SPONSORED BY NEIGHBORHOODS

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USA. MR.ZYLA ALSO COMMENDED MR.HILLAN ON THE SUBSTANTIAL SAVINGS OVER THE PAST YEAR ON THE ELECTRIC BILLS.

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR CZAPRACKI ADJOURNED THE MEETING AT 6:18 PM

JOSEPH HILLAN
TOWNSHIP SECRETARY

PAUL CZAPRACKI
PRESIDENT BOARD OF COMMISSIONERS

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