

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF JULY 3, 2017

VICE PRESIDENT, JOHN ZYLA, CALLED THE MEETING TO ORDER AT 6:00 PM AND STARTED WITH THE PLEDGE OF ALLEGIANCE TO THE FLAG.

ROLE CALL:

THE FOLLOWING COMMISSIONERS WERE IN ATTENDANCE: MR ZYLA, MR VISHNEFSKI, MS ZALESKI. ALSO IN ATTENDANCE WAS ATTORNEY GEORGE HULUDZAK (REPRESENTING SOLICITOR CHRISTOPHER SLUSSER) AND TOWNSHIP MANAGER, PETER WANCHISEN.

ABSENT WERE COMMISSIONERS MR ROKE AND MR CZAPRACKI.

CITIZENS COMMENTS:

PALMIRA MILLER ADDRESSED THE COMMISSIONERS AND REPORTED FOLLOWING:

1. A RECORD NUMBER OF RESIDENTS TOOK ADVANTAGE OF THE FOOD DISTRIBUTION PROGRAM. ALSO A RECORD NUMBER OF VOLUNTEERS PARTICIPATED. A NEW REGISTRATION IS REQUIRED FOR THE COMING YEAR'S PROGRAM AND REGISTRATION WILL BE AT THE AMERICAN LEGION ON JULY 10 AND 17 BETWEEN THE HOURS OF 6:00 AND 7:00 PM.
2. WATER RUN OFF FROM THE STREET IS ONCE AGAIN CAUSING ISSUES WITH HER HOME. MR HILLAN WILL INSPECT THE HOME AND PROPOSE TEMPORARY AND PERMINENT SOLUTIONS.

APPROVAL OF MINUTES:

MS ZALESKI MADE A MOTION TO APPROVED THE MINUTES OF THE JUNE 5, 2017 MONTHLY COMMISSIONERS MEETING. THE MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

REPORT OF TOWNSHIP FUNDS:

MR WANCHISEN REPORTED THE FOLLOWING CASH ON HAND AS OF JUNE 30,2017:

GENERAL FUND	\$182,203.02
THEFT RESTITUTION	\$109,186.29

RECYCLING FUND	\$34,672.00
REFUSE FUND	\$194,578.00
UDAG	\$23,608.15
PLGIT (liquid fuels)	\$99,709.59
FIRE DEPARTMENT CONTROLLED	<u>\$18,340.01</u>
TOTAL	\$664,157.95

MR WANCHISEN EXPLAINED THAT THE NEW ACCOUNT LABELED "THEFT RESTITUTION" SHOWS MONIES RECOVERED FROM AN INSURANCE CLAIM AND RESITUTION PAID RELATED TO THE RICHARD ZIKA THEFT INCIDENT. THIS ACCOUNT WAS CREATED TO SEGREGATE THE UNUSUAL REVENUE SO THAT IT DID NOT CLOUD THE 2018 BUDGETING PROCESS. THE THEFT RECOVERY MONEY BREAKDOWN FOLLOWS:

\$100,000.00 INSURANCE CLAIM + \$59,181.40 PAID BY ZIKA = \$159,181.40

\$50,000 MUNICIPAL BUILDING MORTGAGE PRINCIPAL REDUCTION

\$50,000.00 DEPOSITED THEFT RESTITUTION FUND

\$59,181.40 DEPOSITED THEFT RESTITUTION FUND

(SLIGHT BALANCE DIFFERENCE CAUSED BY INTEREST ACCRUAL)

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH A PROFIT & LOSS STATEMENT FOR THE PERIOD JANUARY 1, 2017 THROUGH JUNE 30, 2017 INDICATING THAT THE TOWNSHIP IS OPERATING RELATIVELY CLOSE TO THE 2017 BUDGET.

A MOTION TO ACCEPT THE REPORT OF TOWNSHIP FUNDS WAS MADE BY MR VISHNEFSKI AND SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTES YES, AND THE MOTION PASSED.

APPROVAL OF RECURRING BILLS

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH A LIST OF RECURRING BILLS TOTALLING \$81,479.16 PAID DURING JUNE. MR VISHNEFSKI MADE A MOTION TO APPROVE THE PAYMENT. MS ZALESKI SECONDED THE MOTION. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

APPROVAL OF NONRECURRING BILLS:

MR WANCHISEN PRESENTED A LIST OF NONRECURRING BILLS TOTALLING \$33,702.39 FOR APPROVAL. MS ZALESKI MADE A MOTION TO PAY THE BILLS. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

DEPARTMENT REPORTS:

THE FOLLOWING REPORTS WERE PROVIDED BY THE COMMISSIONERS RESPONSIBLR FOR OVERSIGHT:

STREET DEPARTMENT	MR WANCHISEN FOR MR CZAPRACKI
POLICE DEPARTMENT	MR ZYLA
CODE ENFORCEMENT	MS ZALESKI
FIRE DEPARTMENT	(WRITTEN REPORT ATTACHED)
PARKS & RECREATION	MR VISHNEFSKI

1. A NEW WATER FOUNTAIN, WHICH WILL BE INSTALLED IN THE WANAMIE RECREATION PARK, WAS DONATED BY THE GREATER NANTICOKE AREA SCHOOL DISTRICT, FAMILY CENTER AT K.M. SMITH SCHOOL.

COPIES OF ALL REPORTS ARE ATTACHED AND ARE A PERMANENT PART OF THESE MINUTES.

SOLICITOR'S REPORT:

ATTORNEY GEORGE HOLOUDZIK UPDATED THE COMMISSIONERS ON THE FOLLOWING.:

1. ORDINANCE 2017-6 PARKING REGULATIONS – ALL PREVIOUS ORDINANCES WERE CONSOLIDATED AND NEW STREETS WERE IDENTIFIED WHERE PARKING IS PROHIBITED. ONE WAY TRAFFIC FLOW WAS ENACTED FOR FREDERICK STREET AND COAL STREET. VEHICLE PARKED IN POSTED SECTIONS OF VISTA DRIVE WILL BE SUBJECT TO IMMEDIATE TOWING.
2. THE ORDINANCE DEALING WITH ABANDON VEHICLES WILL BE PRESENTED AT THE AUGUST 7, 2017 COMMISSIONERS MEETING.

FINANCIAL OVERSIGHT REPORT:

JENNIFER POLITO PRESENTED THE MONTHLY CASH FLOW REPORT FOR THE PERIOD JANUARY 1, 2017 THROUGH JUNE 30, 2017 WHICH INDICATES REVENUES UP AND EXPENSES DOWN AS COMPARED TO THE SAME PERIOD LAST YEAR. SHE ALSO ENCOURAGED THE COMMISSIONERS TO IDENTIFY ANY MAJOR INITIATIVES OR UNUSUAL EXPENSES FOR 2018.

TOWNSHIP MANAGERS REPORT:

MR WANCHISEN RPORTED ON THE FOLLOWING:

1. DOMOLITION OF 1 DEPOT STREET IS COMPLETE.
2. MANY PROBLEMS HAVE BEEN ENCOUNTERED WITH THE 68 WEST MAIN STREET DEMOLITION. THERE WAS A WATER RUNOFF ISSUE DETECTED DURING A RECENT DOWNPOUR AND THE ACTING SOLICITOR ADVISED MR WANCHISEN TO TABLE ANY REQUESTS FOR PAYMENT UNTIL ALL OF THE PROBLEMS ARE RESOLVED, THIS INCLUDES THE CHANGE ORDER REQUEST AND THE SAFETY FENCE BID FOR \$7,000. TOWNSHIP ENGINEER WILL NOTIFY POPPLE CONSTRUCTION OF THE STEPS NEEDED TO CORRECT THE PROBLEMS AND WILL SET UP AN ON SITE MEETING TO ENSURE COMPLETE UNDERSTANDING BY ALL PARTIES.
3. MR WANCHISEN REQUESTED FINAL AUTHORIZATION TO EXECUTE THE LEASE DOCUMENTS FOR THE NEW FORD 550 DUMP TRUCK AS APPROVED DURING THE JUNE 5, 2017 COMMISSIONERS MEETING. MR VISHNEFSKI MADE THAT MOTION WHICH WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS VOTED YES, AND THE MOTION PASSED.
4. MR WANCHISEN REPORTED THAT APPROVAL WAS GIVEN TO BEGIN PENNDOT BRIDGEWORK ON KIRMAR AVE. DURING THE SUMMER OF 2018. TRAFFIC DISRUPTION WILL BE APPROXIMATELY 6 WEEKS.
5. A COMPARISON OF CASH ON HAND FROM LAST YEAR AT THIS SAME TIME INDICATED SLIGHTLY LESS THAN \$18,000 IMPROVEMENT.
6. A MOTION TO APPROVE THE HIRING OF TWO TEMPORARY PART TIME EMPLOYEES AT THE HOURLY RATE OF \$10.00 WAS MADE BY MR VISHNEFSKI AND SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

NEW BUSINESS / COMMISSIONERS COMMENTS:

COMMISSIONER JOHN ZYLA COMMENDED THE POLICE DEPARTMENT FOR AXCEPTIONAL WORK DURING THE MONTH AND EMPHASIZED THE ADDITIONAL AND UNEXPECTED HOURS ASSOCIATED WITH DUI AND DOMESTIC RELATED ENFORCEMENT.

MR ZYLA ALSO RECOGNIZED JOSEPH HILLAN, JOHN ELMY, AND PETER WANCHISEN FOR THEIR EFFORTS IN TURNING THE TOWNSHIP AND RESTORING CREDABILITY AND EFFICIENCIES IN THE OPERATION.

ADJOURNMENT:

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR ZYLA ADJOURNED THE MEETING AT 7:16 PM



PETER F. WANCHISEN

TOWNSHIP MANAGER