

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF SEPTEMBER 8, 2020

ROLL CALL:

THE FOLLOWING COMMISSIONERS WERE IN ATTENDANCE: MR. PAUL CZAPRACKI, MS. DEBORAH FORGACH - ZALESKI, MR. MICHAEL ROKE, MR JOHN VISHNEFSKI AND MR. JOHN ZYLA. ALSO IN ATTENDANCE WERE TOWNSHIP MANAGER, JOSEPH HILLAN, ATTORNEY CHRISTOPHER SLUSSER AND FINANCIAL CONSULTANT JENNIFER POLITO.

CITIZENS COMMENTS: MS. PALMIRA MILLER INFORMED THE BOARD OF COMMISSIONERS THAT DUE TO A SCHEDULING CONFLICT THE CEO FOOD DISTRIBUTION FOR SEPTEMBER AT THE RECREATION PARK IN WANAMIE IS GOING TO BE HELD ON SATURDAY SEPTEMBER 19. RESIDENTS MUST BE PRE-REGISTERED TO PARTICIPATE.

MS. JUDY GUMINA OF VISTA DRIVE INFORMED THE BOARD OF A FLYER THAT WAS LEFT IN THE DOOR OF HER RESIDENCE CONCERNING THE POSSIBILITY OF INDUSTRY MOVING INTO THE RIDGVIEW AREA THAT WOULD INVOLVE FRACKING. THE BOARD INFORMED HER THAT THERE IS NOTHING DEFINATLEY PLANNED BUT IF ANYTHING DOES MATERILIZE THERE WILL BE A MEETING HELD TO INFORM THE PUBLIC.

APPROVAL OF MINUTES: MR. ZYLA MOVED THAT THE MINUTES OF THE AUGUST 3 ,2020 COMMISSIONERS' MEETING BE APPROVED. MS. ZALESKI SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF SEPTEMBER 8, 2020 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$345,586.05
CONTINGENCY FUND	(PLGIT)	\$145,601.07
RECYCLING FUND	(PLGIT)	\$34,666.69
REFUSE FUND	(PLGIT)	\$62,254.34
REFUSE FUND	(FNCB)	\$43,278.93
LIQUID FUELS	(PLGIT)	\$91,161.33
VEHICLE LEASE FUND	(PLGIT)	\$13,530.72
RECREATION USE FUND	(FNCB)	\$6,754.56
WVSA STORM WATER FUND		\$21,224.28

36

POLICE HOLDING FUND (FNCB) _____ \$0
TOTAL CASH ON HAND AS OF SEPTEMBER 8, 2020 \$764,058.27

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

APPROVAL OF NON RECURRING BILLS PAID DURING AUGUST 2020:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF JULY TOTALING \$99,825.43. 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" MS. ZALESKI. MESSERS. VISHNEFSKI, ZYLA, CZAPRACKI "NAYS" NONE

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN AUGUST 2020:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN AUGUST TOTALING \$54,670.89. MR. ROKE 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, ZYLA, 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 SLUSSER HAD NOTHING TO REPORT

FINANCIAL OVERSIGHT REPORT:

JENNIFER POLITO REPORTED THAT SHE IS CLOSELY MONITORING THE FINANCIAL CONDITION OF THE TOWNSHIP (EARNED INCOME TAX) DURING THE COVID -19 PANDEMIC. SHE ALSO REPORTED THAT THE 2021 BUDGET PROCESS HAS BEGUN AND THAT THE 2019 AUDIT WILL BE COMPOLETE BY THE END OF OCTOBER.

TOWNSHIP MANAGER'S REPORT:

A DEMOLITION UPDATES:

1. 129-133 EAST MAIN STREET: (FORMER CHARLIE HAYES PROPERTY) DEMOLITION IS EXPECTED TO COMPLETED BY THE END OF OCTOBER
 2. 161-162 BROWN ROW: PENNEASTERN IS PREPARING SPECS TO ADVERTISE FOR BIDS FOR DEMOLITION. IT IS EXPECTED THAT THE CONTRACT FOR DEMOLITION OF THE PROPERTY WILL BE BROUGHT BEFORE THE BOARD FOR CONSIDERATION AT THE OCTOBER MEETING
- B. GLEN LYON SIDEWALK PROJECT UPDATE: PLANS HAVE BEEN SUBMITTED TO PENN DOT FOR APPROVAL. PROJECT HAS BEEN DELAYED DUE TO THE COVID 19 PANDEMIC.
- C. CENSUS UPDATE: AS OF AUGUST 30TH NEWPORT TOWNSHIP'S RESPONSE RATE IS 58.8 %. WE ARE CURRENTLY LAGGING BEHIND THE FOLLOWING RATES:

NATIONAL RESPONSE RATE-65.2 %

PENNSYLVANIA RESPONSE RATE-68 %

LUZERNE COUNTY RESPONSE RATE-63.7%

- D. THE 2021 MMO'S FOR THE THREE PENSION PLANS ARE COMPLETED AS REQUIRED UNDER THE PROVISIONS OF ACT 205 AND ARE AS FOLLOWS: POLICE-\$35,228.70, NON-UNIFORM \$14,889.00. FIREMANS \$00. A LETTER IS ATTACHED TO THE WORKSHEETS THAT IS INCLUDED IN EACH COMMISIONERS MEETING PACKET.
- E. WE RECEIVED A LETTER FROM BETH DENARDI LUZERNE COUNTY RECYCLING COORDINATOR THAT THE 2020 TIRE COLLECTIONS HAVE BEEN CANCELED DUE TO THE COVID-19 PANDEMIC
- F. NEWPORT TOWNSHIP WAS ALLOCATED \$84,533.00 FROM LUZERNE COUNTY TO DEFRAY THE COSTS OF ANTICIPATED COVID EXPENSES INCLUDING BUT NOT LIMITED TO THE PURCHASE OF PPE, IMPLEMENTATION OF DISINFECTION STRATEGIES, AND SOCIAL DISTANCE SIGNAGE. THE LIST OF EXPENDITURES WILL BE ADDRESSED UNDER NEW BUSINESS
- G. WE RECEIVED A REQUEST FROM GBT REALITY CORPORATION TO DEVELOP A 2 ACRE PARCEL OF LAND WEST OF OUR MUNICIPAL BUILDING INTO A 10,000 SQ. FOOT RETAIL/VARIETY STORE. A PUBLIC MEETING WITH GBT REALITY IS SCHEDULED FOR TOMORROW EVENING AT 6:00 PM TO DISCUSS THIS PROJECT.
- H. WE WERE NOTIFIED BY REPRESENTATIVE MULLERY THAT THE WINDOW FOR APPLYING FOR LSA GRANTS HAS BEEN MOVED UP 30 DAYS IT NOW OPENS SEPTEMBER 1 AND CLOSSES NOVEMBER 31.
- I. AT OUR AUGUST WORK SESSION, WE HAD A PRESENTATION FROM THE KILMER GROUP CONCERNING OUR LIABILITY AND AUTO INSURANCE. THEY OFFER A DIVIDEND SHARING PROGRAM WHICH OUR CURRENT AGENT DOES NOT. THEY DO REPRESENT THE SAME COMPANY, EMC, WHICH WE CURRENTLY USE.

NEW BUSINESS:

MR. ROKE MOVED TO RECOGNIZE CALEB W. SHELDON OF KILMER INSURANCE AGENCY AS OUR EXCLUSIVE AGENT OF RECORD FOR THE PURPOSE OF OBTAINING INSURANCE QUOTATIONS. MR. ZYLA SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING

AYE AND NAY VOTES: "AYES" MS. ZALESKI.MESSERS VISHNEFSKI, ROKE, ZYLA, CZAPRACKI
"NAYS" NONE

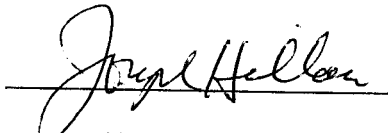
MS. ZALESKI MOVED TO AUTHORIZE TOWNSHIP MANAGER JOSEPH HILLAN TO SUBMIT TO LUZERNE COUNTY FOR REIMBERSEMENT OF APPROVED COSTS AND EXPENDITURES UNDER THE COVID-19 COUNTY RELIEF BLOCK GRANT PROGRAM FOR THE AMOUNT OF \$32,969.18. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI.MESSERS. VISHNEFSKI, ROKE, ZYLA, CZAPRACKI. "NAYS" NONE

COMMISSIONERS COMMENTS:

MR. CZAPRACKI AND MR. ZYLA BOTH COMMENTED ON THE NEED TO BRING INDUSTRY INTO THE TOWNSHITO BUILD UP THE TAX BASE. THEY ALSO STATED THAT PUBLIC MEETINGS WILL BE HELD BEFORE ANY PROJECTS PROCEED.

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR CZAPRACKI ADJOURNED THE MEETING AT 6:33 PM


JOSEPH HILLAN
TOWNSHIP SECRETARY


PAUL CZAPRACKI
PRESIDENT BOARD OF COMMISSIONERS