

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS
MEETING OF OCTOBER 7, 2019

PRESIDENT, PAUL CZAPRACKI, CALLED THE MEETING TO ORDER AT 6:00pm 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 CZAPRACKI, MR ZYLA, MR ROKE, MR VISHNEFSKI, AND MS ZALESKI. ALSO IN ATTENDANCE WERE ATTORNEY JOHN SOLT (REPRESENTING SOLICITOR, CHRISTOPHER SLUSSER), TOWNSHIP MANAGER, PETER WANCHISEN, AND FINANCIAL OVERSIGHT ANALYST, JENIFER POLITO.

CITIZENNS' COMMENTS:

THOMAS KASHATUS, GLEN LYON, REQUESTED SUPPORT OF THE COMMISSIONERS IN AN EFFORT TO STOP THE CLOSURE OF THE STATE CORRECTIONAL FACILITY AT RETREAT. HE LISTED A NUMBER OF NEGATIVE IMPACT ITEMS SHOULD THE PRISON CLOSE. PRESIDENT PAUL CZAPRACKI NOTED THAT ALL COMMISSIONERS WERE CURRENTLY ENGAGED AND WORKING WITH SENATOR YUDICHAK AND REPRESENTATIVE MULLERY. HE ALSO NOTED A COMMUNITY MEETING THAT WILL BE HELD ON OCTOBER 17 AT THE NANTICOKE HIGH SCHOOL TO GET CITIZEN INPUT.

APPROVAL OF MINUTES OF THE SEPTEMBER 3, 2019 COMMISSIONERS' MEETING:

MR ZYLA MADE A MOTION TO APPROVE THE MINUTES OF THE SEPTEMBER 3, 2019 COMMISSIONERS' MEETING. THAT MOTION WAS SECONDED BY MS ZALESKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

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REPORT OF TOWNSHIP FUNDS:

MR WANCHISEN PROVIDED THE COMMISSIONERS WITH A REPORT OF CASH ON HAND AS FOLLOWS:

REPORT OF TOWNSHIP FUNDS AS OF SEPTEMBER 30, 2019

a. GENERAL FUND	(FNCR)	\$144,478.46 ✓
b. CONTINGENCY FUND	(PLGIT)	\$218,969.97
c. RECYCLING FUND	(PLGIT)	\$25,612.81
d. REFUSE FUND	(PLGIT)	\$98,811.01
e. REFUSE FUND	(FNCR)	\$0
f. LIQUID FUELS	(PLGIT)	\$107,642.56
g. VEHICLE LEASE FUND	(PLGIT)	\$9,037.44
h. RECREATION USE FUND	(FNCR)	\$6,754.56
i. WVSA STORM WATER FUND	(WVSA)	\$26,732.00
j. POLICE HOLDING FUND	(FNCR)	<u>\$0</u>

TOTAL CASH ON HAND AS OF SEPTEMBER 30, 2019 **\$638,038.81**

NOTE: YEAR TO DATE INTEREST EARNED ON DEPOSITED FUNDS (9/30/2019) \$5,768.63

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

APPROVAL OF RECURRING BILLS:

MR WANCHISEN PRESENTED THE COMMISSIONERS WITH A LIST OF RECURRING BILLS PAID DURING SEPTEMBER TOTALLING \$124,003.35. MR VISHNEFSKI MADE A MOTION TO APPROVE THE PAYMENTS. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

APPROVAL OF NON RECURRING BILLS DUE TO BE PAID DURING OCTOBER, 2019:

MR WANCHISEN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS SCHEDULED FOR PAYMENT DURING OCTOBER, 2019 TOTALLING \$42,612.09. A MOTION TO PAY THE BILLS WAS MADE BY MR ZYLA. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

DEPARTMENT REPORTS:

WRITTEN REPORTS WERE SUBMITTED BY RESPECTIVE DEPARTMENT HEADS AND READ BY THE COMMISSIONERS RESPONSIBLE FOR OVERSIGHT AS FOLLOWS:

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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 |

ALL WRITTEN REPORTS WILL BE INCORPORATED IN THESE MINUTES AND WILL BECOME A PERMANENT PART THEREOF.

SOLICITOR'S REPORT:

ATTORNEY JOHN SOLT PRESENTED AND EXPLAINED THE RESOLUTION 2019-5 AS IT PERTAINS TO THE ACQUISITION AND DEMOLITION OF THE STRUCTURE LOCATED AT 1246 CENTER STREET, WANAMIE, NEWPORT TOWNSHIP OWNED BY SUSAN M. HEINZ. MS ZALESKI MADE A MOTION TO APPROVE RESOLUTION 2019-5. THAT MOTION WAS SECONDED BY MR VISHNEFSKI. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED. THE ACTUAL RESOLUTION WILL BE INCORPORATED IN THESE MINUTES AND WILL BE MADE A PERMANENT PART THEREOF.

FINANCIAL OVERSIGHT REPORT:

1. JENNIFER POLITO PROVIDED THE COMMISSIONERS WITH A CASH FLOW REPORT FOR THE MONTH OF SEPTEMBER AND ALSO AN UPDATE OF YEAR TO DATE POSITION. BUDGETED ITEMS ARE IN LINE WITH EXPECTATIONS FOR BOTH TOTAL REVENUES AND TOTAL EXPENSES.
2. THE 2020 BUDGETING PROCESS IS WELL UNDERWAY AND THE PRELIMINARY PLAN WILL BE READY WELL IN ADVANCE OF YEAR END.
3. MR WANCHISEN REQUESTED APPROVAL FOR THE QUARTERLY TRANSFER OF FUNDS FROM THE REFUSE AND RECYCLING ACCOUNTS AS FOLLOWS:
 - a. \$7,293.75 FROM REFUSE TO GENERAL FUND
 - b. \$13,390.00 FROM RECYCLING TO GENERAL FUND

A MOTION TO APPROVE THE TRANSFER OF FUNDS WAS MADE BY MR ROKE. THAT MOTION WAS SECONDED BY MR ZYLA. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.

TOWNSHIP MANAGER'S REPORT:

1. THE NEWPORT TOWNSHIP WOMENS ACTIVITY GROUP SUBMITTED A REQUEST TO USE THE MUNICIPAL GARAGE ON OCTOBER 26 FROM 1:00 TO 2:30 FOR THE ANNUAL TRUNK OR TREAT EVENT. MR ZYLA MADE A MOTION TO APPROVE THE REQUEST. THAT MOTION WAS SECONDED BY MR ROKE. ALL COMMISSIONERS PRESENT VOTED YES, AND THE MOTION PASSED.
2. NEWPORT TOWNSHIP RECEIVED NOTIFICATION FROM THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION THAT WE WILL BE RECEIVING APPROXIMATELY \$150,000 ALLOCATION

UNDER THE ACT 655 PROGRAM. CALCULATION BASED ON 14.97 MILES OF ROADWAY AND A POPULATION OF 5,374. THE ACTUAL AWARD AMOUNT MAY FLUCUATE SLIGHTLY WHEN ADDITIONAL ROADWORK IS CONSIDERED.


3. RECEIVED NOTIFICATION THAT NEWPORT'S GRANT APPLICATION FOR \$160,000 UNDER THE PENNSYLVANIA FLOOD MITIGATION PROGRAM WAS APPROVED. THIS 15% / 85% PARTICIPATION PROGRAM IS EXPECTED TO FULLY FUND THE RAILROAD STREET DRAINAGE PROJECT THAT HAS BEEN IN THE WORKS FOR THREE PLUS YEARS. PROJECT IS EXPECTED TO BE COMPLETED BY YEAR END.
4. RECEIVED A LETTER FROM J.P. MUSCARO NOTIFYING US THAT, EFFECTIVE IMMEDIATELY, THERE WILL BE A \$100 PER TON PROCESSING CHARGE FOR RECYCLABLE MATERIAL. WE HAVE LAUNCHED AN EFFORT TO FIND AN ALTERNATIVE TO THE MUSCARO SERVICE.
5. WE WERE NOTIFIED THAT THE BUREAU OF JUSTICE HAS APPROVED APPROXIMATELY \$700 FOR THE PURCHASE OF A BULLET PROOF VEST FOR OUR POLICE DEPARTMENT. VESTS ARE REQUIRED TO BE REPLACED EVERY 5 YEARS. FUNDS MUST BE USED BEFORE AUGUST 31, 2021.
6. UNFORTUNATELY, OUR REQUEST FOR A DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT GRANT TO REFINISH THE BASKETBALL COURT IN THE WANAMIE RECREATION PARK WAS DENIED. ALTERNATE FUNDING WILL BE EXPLORED.
7. JOSEPH HILLAN PROVIDED THE COMMISSIONERS WITH AN UPDATE ON ALL PROPERTIES THAT ARE IN THE PROCESS OF ACQUISITION FOR THE PURPOSE OF DEMOLITION. FIVE PROPERTIES ARE IN VARIOUS STAGES OF COMPLETION. PROPERTIES ARE AT 125/131 MAIN STREET, 1246 CENTER STREET, 23/25 NEWPORT STREET, 161/162 BROWNS ROW, AND 40 ROCK STREET.

NEW BUSINESS / COMMISSIONERS' COMMENTS:

1. JOHN ZYLA INFORMED THE RESIDENTS THAT, DEPENDING ON WHERE THEY RESIDE IN THE TOWNSHIP, THERE MAY BE CHANGES IN WHERE THEY WILL BE VOTING DURING THE UPCOMING PRIMARY ELECTION. LUZERNE COUNTY IS IN THE MIDST OF RELOCATING SOME VOTING SITES AND RESIDENTS SHOULD STAY INFORMED AS TO ANY CHANGES.
2. STEVE PHILLIPS INFORMED ALL THOSE IN ATTENDANCE OF AN UPCOMING PRESENTATION BY MIKE DZIAK OF EARTH CONSERVANCY REGARDING THE FUTURE DEVELOPMENT PLANS FOR NEWPORT TOWNSHIP. THE PROGRAM WILL TAKE PLACE AT THE NEWPORT TOWNSHIP COMMUNITY ROOM ON OCTOBER 15 AT 5:00.

ADJOURNMENT:

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, PRESIDENT CZAPRACKI ADJOURNED THE MEETING AT 6:34pm.



PETER F. WANCH SEN

TOWNSHIP MANAGER