

MINUTES

NEWPORT TOWNSHIP BOARD OF COMMISSIONERS

MEETING OF DECEMBER 7 ,2020

PRESIDENT PAUL CZAPRACKI, CALLED THE VIRTUAL MEETING TO ORDER AT 6:06 PM AND STARTED WITH THE PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA.

NOTE: DUE TO THE CURRENT COVID 19 PANDEMIC THIS MEETING AND ALL FUTURE MEETINGS WILL BE HELD VIRTUAL UNTIL FURTHER NOTICE

ROLL CALL:

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

CITIZENS COMMENTS: THERE WERE NO CITIZENS COMMENTS

APPROVAL OF MINUTES: MR. ZYLA MOVED THAT THE MINUTES OF THE NOVEMBER 2 ,2020 COMMISSIONERS MEETING BE APPROVED. MR. ROKE SECONDED THE MOTION AND IT WAS CARRIED WITH THE FOLLOWING AYE AND NAY VOTES. "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA, "NAYS" NONE MR CZAPRACKI ABSTAINED

REPORT OF TOWNSHIP FUNDS:

MR HILLAN REPORTED CASH ON HAND AS OF DECEMBER 4, 2020 AS FOLLOWS:

GENERAL FUND	(FNCB)	\$264,777.42
CONTINGENCY FUND	(PLGIT)	\$145,606.59
RECYCLING FUND	(PLGIT)	\$19,826.25
REFUSE FUND	(PLGIT)	\$14,658.00
REFUSE FUND	(FNCB)	\$13,830.76
LIQUID FUELS	(PLGIT)	\$73,516.22
VEHICLE LEASE FUND	(PLGIT)	\$13,531.23
RECREATION USE FUND	(FNCB)	\$6,754.56

WVSA STORM WATER FUND	\$10,934.67
POLICE HOLDING FUND (FNCB)	_____ \$0
TOTAL CASH ON HAND AS OF DECEMBER 4 ,2020	\$563,435.70

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

APPROVAL OF NON RECURRING BILLS PAID DURING NOVEMBER 2020:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF NON RECURRING BILLS PAID DURING THE MONTH OF NOVEMBER TOTALING \$123,901.09 MR. VISHNEFSKI MOVED THAT THE LIST BE APPROVED FOR PAYMENT. 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

APPROVAL OF RECURRING BILLS DUE FOR PAYMENT IN DECEMBER 2020:

MR HILLAN PRESENTED THE COMMISSIONERS WITH A LIST OF BILLS DUE FOR PAYMENT IN DECEMBER TOTALING \$12,088.97. 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" MS. ZALESKI. MESSERS, VISHNEFSKI, ZYLA, ROKE, CZAPRACKI. "NAYS" NONE

DEPARTMENT REPORTS:

- | | |
|-----------------------|---------------|
| a. STREET DEPARTMENT | MR HILLAN |
| 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 EXPLAINED THE SUMMARY OF THE 2019 AUDIT TO THE COMMISSIONERS AND STATED THAT IT HAS BEEN COMPLETED WITH NO ADVERSE FINDINGS.

TOWNSHIP MANAGER’S REPORT:

- A. DUE TO THE INCREASE IN THE NUMBER OF CASES OF COVID-19 THE NEWPORT TOWNSHIP MUNICIPAL OFFICE WILL BE CLOSED TO THE PUBLIC UNTIL FURTHER NOTICE. RESIDENTS CAN OBTAIN BUILDING PERMIT AND OCCUPANCY INSPECTION FORMS ONLINE @

NEWPORTTOWNSHIP.ORG. FORMS CAN BE EITHER EMAILED, MAILED INTO THE OFFICE OR DROPPED IN THE MAILBOX LOCATED NEAR THE FRONT DOOR OF THE MUNICIPAL BUILDING FOR PROCESSING. FOR FURTHER ASSISTANCE CALL 570-735-4735 OR EMAIL

JOE.HILLAN@NEWPORTTOWNSHIP.ORG.

B. 116-118 WEST MAIN STREET IS THE NEXT PROPERTY TARGETED FOR DEMOLITION. 116 WEST MAIN IS BEING PURCHASED BY THE AUTHORITY FROM THE REPOSITORY. 118 WEST MAIN IS GOING TO BE A CHALLENGE WE CANNOT CONTACT THE OWNER. THE ROOF IS COLLAPSED. WE ARE TALKING TO THE SOLICITOR ABOUT EXPOLRING OUR OPTIONS.

C. MAIN STREET GLEN LYON SIDEWALK REPLACEMENT /IMPROVEMENT PROJECT PLANS HAVE BEEN SUBMITTED BY PENNEASTERN ENGINEERS TO PENNDOT FOR APPROVAL. OUR GOAL IS TO OBTAIN APPROVAL AND PUT THE PROJECT OUT FOR BID IN THE JANUARY & FEBRUARY TIME FRAME AND START WORK IN THE LATE SPRING.

D.DOLLAR GENERAL UPDATE: PRELIMINENERY SURVEYING IS BEING DONE

E. EARTH CONSERVANCY HAS BEEN WORKING ON THE EMERGENCY ACCESS ROAD IN THE AREA OF ST. NICHOLAS CEMETERY GLEN LYON. THIS PROJECT SHOULD BE COMPLETED BY LATE SPRING.

F. THE ANNUAL AUDIT OF THE NEWPORT TOWNSHIP AND THE NEWPORT TOWNSHIP AUTHORITY WAS COMPLETED AND SUBMITTED BY CPA JOSEPH ALECEINI. THE REPORT SHOWED NO ADVERSE FINDINGS.

NEW BUSINESS:

MR. ROKE MOVED TO PASS ORDINANCE #8 OF 2020, AN ORDINANCE OF NEWPORT TOWNSHIP, LUZERNE COUNTY, COMMONWEALTH OF PENNSYLVANIA APPROVING THE BUDGET AND SETTING THE TAX RATES FOR THE YEAR 2021. 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

MR. ZYLA MOVED TO HIRE ANGEL BRAZDZONIS AS A FULL TIME POLICE OFFICER WITH THE NEWPORT TOWNSHIP POLICE DEPARTMENT EFFECTIVE DECEMBER 8, 2020.MS. ZALESKI 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 PASS RESOLUTION #13 OF 2020 A RESOLUTION OF THE BOARD OF COMMISSIONERS OF NEWPORT TOWNSHIP, LUZERNE COUNTY, PENNSYLVANIA TO ADOPT PROPOSED AMENDMENT TO THE ARTICLES OF THE INCORPORATION FOR THE NEWPORT TOWNSHIP SEWER AUTHORITY TO INCREASE ITS TERM OF EXISTENCE TO A DATE NOT EXCEEDING TWO YEARS FROM THE DATE OF APPROVAL OF THE ARTICLES OF AMENDMENT

AND TO TAKE ALL OTHER ACTIONS RELATED THERETO. MR. ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "AYES" MS. ZALESKI MESSERS. VISHNEFSKI, ROKE, ZYLA, CZAPRACKI "NAYS" NONE

MR. ZYLA MOVED TO REAPPOINT MR. JOSEPH DELUCA TO A FIVE YEAR TERM ON THE NEWPORT TOWNSHIP SEWER AUTHORITY. MR ROKE SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES:" AYES" MS. ZALESKI MESSERS VISHNEFSKI, ROKE, ZYLA, CZAPRACKI. "NAYS" NONE

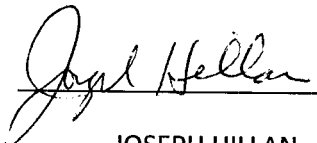
MS. ZALESKI MOVED TO APPROVE THE 2021 EMPLOYMENT AGREEMENT BETWEEN JOSEPH HILLAN AND NEWPORT TOWNSHIP AS TOWNSHIP MANAGER/BUILDING CODE OFFICIAL FROM JANUARY 1,2021 TO DECEMBER 31, 2021. MR. VISHNEFSKI SECONDED THE MOTION AND IT CARRIED WITH THE FOLLOWING AYE AND NAY VOTES: "ATES"MS ZALESKI MESSERS VISHNEFSKI, ROKE, ZYLA, CZAPRACKI. "NAYS" NONE

COMMISSIONERS COMMENTS:

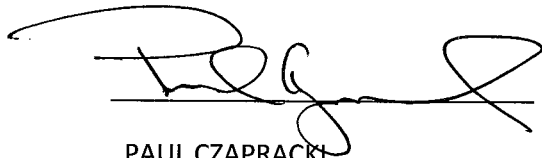
MR CZAPRACKI COMPLEMENTED ALL TOWNSHIP EMPLOYEES AND FELLOW COMMISSIONERS ON THE EXCELLENT JOB THAT EVERYONE IS DOING FOR THE TOWNSHIP.

ADJOURNMENT:

WITH NO FURTHER BUSINESS TO COME BEFORE THE COMMISSIONERS, MR CZAPRACKI ADJOURNED THE MEETING AT 6:31 PM



JOSEPH HILLAN
TOWNSHIP SECRETARY



PAUL CZAPRACKI
PRESIDENT BOARD OF COMMISSIONERS