

**NEWVILLE BOROUGH COUNCIL
REGULAR MONTHLY MEETING
JANUARY 31, 2017 AT 7:00PM**

The regular monthly meeting of the Newville Borough Council was held on Tuesday, January 31, 2017 at 7:00PM in the Newville Borough Office, 4 West Street, Newville, Pennsylvania. The meeting was called to order at 7:00PM by Council President Clarence Fry. The invocation was offered, followed by the Pledge of Allegiance. On roll call, the following members were present: Becky Barrick, Joey Diehl, Glenn Harry, Dale Jumper, Edward Sinkovitz, and Clarence Fry. Also present were: Borough Solicitor Marcus A. McKnight, III, Esquire, Police Chief Todd Koser, Assistant Fire Chief Ritchie Price, Troy Wisner, President, Friendship Hose Company, Emergency Management Coordinator Robert L. Barrick, Jr., Chief Plants Operator Joseph Lehman . Visitors: Robert Over, Robert S. Over, Chief Randy Finkey, Retired, Anne Kaiser, Ben and Michelle Dunkelberger, Bobbi Olson, Bob and Cindy Kanc, Lucy Jansema, Harry Speelman, Jr., Nicholas Speelman. News media: Curtis Garland for the Valley Times Star.

Citizen Comments: Mr. Fry welcomed Nicholas Speelman, a member of Boy Scout Troop 174 who was in attendance to observe a meeting of local government in order to be eligible to earn a merit badge. Robert F. Over, a Charter Member of Troop 174, commended Nicholas for his interest in Boy Scouting.

Minutes: The minutes of the December 20, 2016 regular monthly meeting and the January 10, 2017 special meeting were approved on a motion of Mrs. Diehl, seconded by Mr. Harry. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Finances: A motion was made by Mr. Sinkovitz, seconded by Mr. Jumper to approve the payment of bills. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Mr. Sinkovitz, seconded by Mr Harry to approve the Treasurer's Report. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Mr. Jumper, seconded by Ms. Barrick to approve the payment of one Highway Aid bill, Invoice 0504333 of American Rock Salt for 23 ton of salt at a cost of \$1,379.17. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Reports:

-Fire Chief: Assistant Chief Price reported that the fire company responded to 24 calls in the borough during 2016. Vehicle accidents resulted in the highest number of calls for the fire department during the past year. The fire company responded to 348 calls during 2016. President Troy Wisner provided the EMS report. There were 1,306 ambulance calls during 2016, with 154 calls in the borough. President Wisner reported that the fire company purchased a new ambulance chassis in 2016, and also completed the refurbishment of the Engine/Tanker at a cost of \$100,000.

-Police Chief: Chief Koser reported that the police department responded to 250 calls during the month of December. Officers issued 31 citations, 30 warning notices, and 4 parking tickets. Patrol cars traveled 1,825 miles. During 2016, officers handled a total of 3,979 calls. The

Chief requested that Council activate the Civil Service Commission to hire a full time police officer to replace Officer Dodson. A request was made to replenish the department ammunition, and to provide West Book updates for each of the officers. The report of Chief Koser was accepted as presented.

-Mayor's Report: Mayor Toth reported that fines and revenues collected by the police department during the month of December totaled \$2,428.22.

-Emergency Management: Mr. Barrick informed Council he attended the Local Coordinators Meeting on January 23, 2017 which included PEMA training; a Public Safety Symposium on January 28, 2017, which Mr. Barrick urged all Council members to attend when offered in the future. A meeting was also conducted to provide training in the Previstar Program. The program will link all emergency management plans statewide through a single database managed by PEMA. Mr. Barrick is in the process of installing the Newville Emergency Operations Plan on Previstar. The report of Local Emergency Management Coordinator Barrick was accepted as presented.

-Chief Plants Operator: The report of Mr. Lehman was accepted as presented.

-Zoning Officer: The Zoning Officer stated he is receiving inquiries about free zoning permits once again for 2017. A motion was made by Mr. Harry, seconded by Mr. Sinkovitz to authorize the issuance of free zoning permits during the months of May and June, 2017. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes. A discussion ensued regarding plans of the Friendship Hose Company to demolish and rebuild the station annex on Glebe Avenue, at the rear of the fire station. The zoning officer acknowledged the fire company would like to install a hose tower in a rear corner of the building to properly dry hose following a fire emergency. Height limitations in the Village District are two stories, or 30 feet. The total height required for a hose tower, according to President Wiser is 50 feet. A dimensional variance would be required in order to permit the construction of the hose tower as part of the rebuild. The Zoning Officer asked Council to consider waiving the variance request fee of \$350 if the fire company wishes to pursue a variance. A motion was made by Ms. Barrick, seconded by Mr. Jumper to waive the variance filing fee for the Friendship Hose Company. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

-Code Enforcement: Mr. Wolfe was absent due to an illness. His report was accepted as presented.

-Water and Sewer Field Operations: The report of Mr. Zeigler was accepted as presented.

-Street Superintendent: The report of Mr. Handshew was accepted as presented.

-WCCOG: There was no report.

-WEMA: There was no report.

-Newville Beautification Commission: Chief Finkey reported the Commission is planning to retain a landscaping firm to maintain the Veterans Memorial. Landscaping at Laughlin Mill is scheduled to resume in the spring.

Legal Matters: A motion was made by Ms. Barrick, seconded by Mr. Jumper to approve the adoption of Resolution 2017-01, "A Resolution of the Newville Borough Council, Cumberland County, Pennsylvania establishing a Capital Reserve Savings Account for the Borough of Newville." Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Ms. Barrick, seconded by Mrs. Diehl to approve the adoption of Resolution 2017-02, "A Resolution of the Newville Borough Council, Cumberland County, Pennsylvania, establishing procedures for the sale of personal property owned by the Borough of Newville." Motion was passed with six (6) affirmative and zero (0) negative votes.

Borough Solicitor's Report: Mr. McKnight reported that the Easement Agreement between the Borough of Newville and the Zion Lutheran Church has been completed. Mrs. Diehl commented that the Church Council may require a survey of the property before the Easement Agreement is signed.

Committee Reports:

-Finance: Mr. Fry reported that the Earned Income Tax for the month of January totaled \$8,218.41; Local Service Tax receipts totaled \$554.00. West Pennsboro Township has provided a payloader and operator to help remove the compost material at the yard waste facility. A motion was made by Ms. Barrick, seconded by Mr. Jumper to approve payment of \$200 to West Pennsboro Township to reimburse the township for the use of its equipment, with an operator. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

-Community and Economic Development: Ms. Barrick announced that plans for the summer concert series at the Newville Community Park will be finalized at the next committee meeting to be held on February 13, 2017 at 5:00PM. A job description has been prepared for a part time community and economic development coordinator. It was explained that the first step in the process of establishing this new part time position would be the creation of a detailed job description. Borough Council will then investigate how the position may be funded. If Council moves to fill the position, it must be advertised. The committee may also explore helping the Fountain Festival Committee to coordinate vendors for this year's festival, to be held on June 16-17, 2017.

-Personnel Committee: Mr. Harry announced the personnel committee will interview three applicants for the position of part time police officer on Tuesday, February 7, 2016 at 7:00PM in the Borough Office. The applicants include Matthew Keller, Kevin Bigler and John Shapley.

-Public Safety Committee: Mrs. Diehl reported a resident of North High Street has requested the placement of hidden driveway signs on the street, as it is difficult for residents to access North High Street from their private driveways. Mr. Over asked why the parking meters removed. Mrs. Diehl stated the revenues from the meters did not cover the cost to operate them. Residents on Main Street had complained that they must purchase parking permits in order to park near their homes, when residents on other borough streets may park for free. Mr. Over stated that Main Street is difficult to travel, due to cars parked on both sides. Mr. Potzer stated the Borough Council met with residents of East and West Main Street several years ago. Restricting parking to one side of the street was discussed. Residents overwhelmingly opposed the plan, and advocated for removal of the parking meters. Chief Koser stated that he did not observe any problems with the parking on Main Street since the meters were removed. Mr. Over asked for the meters to be re-installed. Mr. Fry directed the Public Works and Public Safety Committees to review the request, and make a recommendation to the full council.

-Recreation Committee: Mr. Sinkovitz stated the Zion Church Council has contributed \$300 toward improvements at the Newville Community Park. A motion was made by Mr. Jumper, seconded by Mr. Sinkovitz to authorize a thank you letter be sent to the Zion Church Council acknowledging the contribution.

-Public Works Committee: A motion was made by Mr. Jumper, seconded by Ms. Barrick to reserve a street sweeper from Bortek Industries to clean streets on April 3-7, 2017. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes. During 2016, the borough recycled 125 ton of yard waste. Jireh Welding has submitted a proposal to remove the meter posts at a cost of \$300.00.

Borough Council Committee Recommendations:

Finance: A motion was made by Mr. Jumper, seconded by Ms. Barrick to approve revisions to the 2017 General Fund Budget. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Mr. Jumper, seconded by Mr. Harry to award a contract to A. Morton Thomas and Associates, Inc. of Mechanicsburg, to provide engineering and design services for the new traffic signal at a cost of \$12,250. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Mr. Harry made a motion to table the purchase of a 2017 Ford SUV Interceptor for the police department. Chief Finkey requested permission to address council. He stated there are rumors circulating the borough that council intends to abolish the police department. Chief Finkey stated he does not believe the rumors, however, tabling a purchase that is fully funded by a federal grant and loan sends the wrong message to the community. He further noted that Council is in the process of hiring new officers. In order to attract quality applicants, the police department equipment must be maintained. Mr. Sinkovitz commented that the Council had previously instructed the Borough Manager to seek bids for the unmarked car. Proposals were received, and a low bid was offered by a vendor from Mechanicsburg. Funding is in place for the purchase. Mr. Sinkovitz stated the Council should move forward with the purchase. He asked Mr. Harry to consider withdrawing his motion. Mr. Harry consented to withdraw his motion. A motion was made by Mr. Sinkovitz, seconded by Mrs. Diehl to approve the purchase of a 2017 Ford SUV Interceptor from McCafferty Ford of Mechanicsburg at a cost of \$25,431, to be paid from USDA grant and loan funds. **Roll Call:** Ms. Barrick, yes; Mrs. Diehl, yes; Mr. Harry, yes; Mr. Jumper, yes; Mr. Sinkovitz, yes; Mr. Fry, yes. Motion was passed with six (6) affirmative and zero (0) negative votes.

Community and Economic Development Committee: A motion was made by Mrs. Diehl, seconded by Mr. Harry to approve the adoption of a job description for the part-time position of Community and Economic Development Coordinator. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Ms. Barrick, seconded by Mr. Jumper to authorize retaining Christopher Gulotta of the Gulotta Group to present a Tax Abatement Ordinance to the Cumberland County Board of Commissioners, on behalf of the borough. The cost shall not exceed \$500. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Ms. Barrick, seconded by Mr. Jumper to authorize the Borough Manager to submit a SNAP grant application to the Cumberland County Visitor Bureau to fund the purchase of directional signs for the Newville Trailhead Facility. All were in favor. Motion was passed with six (6) affirmative, and zero (0) negative votes.

Personnel Committee: A motion was made by Ms. Barrick, seconded by Mr. Jumper to accept the resignation of Donald Kail as parking enforcement officer and CSO effective December 22, 2016. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Old Business: None.

New Business: A motion was made by Ms. Barrick, seconded by Mr. Sinkovitz to approve the site development plan of Lois Alston, Archer Electric, Inc. to operate a business office at 9 North High Street, provide that two spaces of off-street parking shall be provided in the Lease Agreement. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Mr. Jumper, seconded by Mr. Harry to ratify the purchase of flags and poles for the borough streets from Carrot Top Industries at a cost of \$1,138, and to acknowledge the donations of Zion Lutheran Church and American Legion Post 421 which helped to fund the total cost of the project. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Ms. Barrick, seconded by Mr. Jumper to authorize the Borough Manager to forward delinquent 2016 occupational assessment taxes in the amount of \$5,945 to the G.H. Harris Tax Collection Agency in Dallas, Pennsylvania.

Correspondence:

-A letter was received from PPL to advise that Grid One Solutions will be working in the borough to replace electric meters of PPL customers.

-A letter was received from Edward Sutton, Business Agent for Teamsters Union Local 776, requesting that Wyatt Wagner be notified in writing of any borough meetings concerning the police department.

Citizen Comments: Bobbi Olson, 54 West Main Street complained that two signs regulating coupe or sedan parking were placed on W. Main Street in the vicinity of her home. She questioned the need for the additional signs. The Borough Manager informed her the signs were placed in accordance with a new traffic ordinance, recently adopted by the Borough Council. Ms. Olson commented there was a rash a vandalism in the borough where properties had been damaged by paint balls. She was referred to the police department for additional information. Ms. Olson urged council to address the lack of police coverage.

Chief Finkey commented that the position of Community Development Coordinator may be warranted if the borough is to succeed in removing blight and helping to attract new business to the town. He cautioned that the costs of the position should be controlled to the greatest extent possible.

Borough Manager's Report: The Tri-County Regional Planning Commission in cooperation with PennDOT will be conducting a traffic mobility study to address truck traffic through the borough, and the problems associated with commercial vehicles turning at the traffic light. The first in a series of meetings will be held on Wednesday, February 1, 2017 at 10:30AM at the intersection of Main Street and High Street.

A motion was made by Mr. Harry, seconded by Mr. Jumper to authorize the Borough Manager to have two trees on Pennsylvania Avenue, near 42 Broad Street trimmed and shaped. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Executive Session: The Borough Council adjourned to Executive Session to discuss personnel matters related to the police department, and a legal matter. Mr. Fry announced a vote may follow the Executive Session. Borough Council returned to regular session at 9:15PM.

Mayor's Comments: None.

Council President's Remarks: None.

Mrs. Diehl invited residents to a free chili dinner at the Zion Lutheran Church on Sunday, February 5, 2017 at 3:45PM.

Adjournment: With no further business to come before the Newville Borough Council, the meeting was adjourned at 9:16PM on a motion of Ms. Barrick, seconded by Mr. Harry. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

The next meeting of the Newville Borough Council will be held on February 28, 2017 at 7:00PM in the Newville Borough Office.

MINUTES RECORDED BY:



FRED A. POTZER
Borough Manager/Secretary