

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

The regular monthly meeting of the Newville Borough Council was held on Tuesday, October 31, 2017 at 7:00PM in the Newville Borough Office, 4 West Street, Newville, Pennsylvania, 17241. The meeting was called to order by Council President Clarence Fry. The invocation was offered, followed by the Pledge of Allegiance. On roll call, the following members were present: Joey Diehl, Dale Jumper, Russell Gould, Robert Over, Edward Sinkovitz, Clarence Fry. Also present were: Borough Solicitor Marcus A. McKnight, III, Troy Wisner, President of the Friendship Hose Company, Code Enforcement Officer Tim Wolfe. Visitors: Tim and Gail Wolfe, Ann Kaiser, Sue Drawbaugh, Chief Randy Finkey, Retired, Ben and Michelle Dunkelberger, David and Sharon Keebaugh, Lysa Wright, George Bigler, Kristen Stouffer, Scott Penner, Lucy Jansema.

Citizen Comments: Mr. Fry thanked everyone responsible for a very nice Halloween Parade. Tim Wolfe thanked the Public Works Department for providing curbside leaf collection.

Minutes: A motion was made by Mr. Sinkovitz, seconded by Mrs. Diehl to approve the minutes of the September 26, 2017 regular monthly meeting. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Finances: The list of bills was approved for payment on a motion of Mr. Jumper, seconded by Mr. Gould. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

The Treasurer's Report was approved on a motion of Mr. Jumper, seconded by Mr. Gould. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Reports:

-Police Chief: The report of Chief Koser was accepted as presented.

-Fire Chief: There were 28 fire calls for the month, with one call in the borough. The ambulance service has responded to five drug overdose calls in the borough during 2017. The ambulance service is trained to administer Narcan.

-Mayor's Report: Fines and revenue collected by the police department for September totaled \$1,960.29.

-Code Enforcement Officer: Mr. Wolfe reported that several property owners have received code enforcement tickets for non-compliance of violation notices, previously issued.

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

-Zoning Officer: A motion was made by Mr. Gould, seconded by Mrs. Diehl to approve a six (6) month extension of the zoning permit for George Bigler, 114 South High Street. 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. Jumper to approve a six (6) month extension of the zoning permit for Rick Killian, 78 Broad Street. 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. Gould to approve requiring the Big Spring School District to provide an escrow deposit of

\$2,500 to pay for the Borough Engineer's review of the stormwater plan for the expansion of the Newville Elementary School. 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 Mrs. Diehl to approve the issuance of a Zoning Permit for a 30'x60' addition to the rear of the John Graham Public Library. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes. The report of the Zoning Officer was accepted as presented.

-LEMC: Mr. Barrick is continuing to update the emergency management plan.

-WCCOG: Mr. Fry reported that Oceanport Industries/Eastern Salt was awarded the bid for road salt, through a piggy back purchase with the Capitol Region COG.

-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.

-Newville Beautification Commission: Chief Finkey reported that the commission met recently to discuss fundraising ideas for the upcoming year. Plans are to establish a community garden near the Newville Elementary School. The School District has granted permission for the garden to be located on school district property, near the park. Flower planters have been removed from the local businesses and public areas, and have been placed in storage until the spring. The new garden at Laughlin Mill will be trimmed back for the winter.

Legal Matters: A motion was made by Mr. Jumper, seconded by Mr. Sinkovitz to authorize the Borough Solicitor to advertise Ordinance 2017-01 for adoption. 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. Jumper to approve the adoption of Resolution 2017-08, "A Resolution of the Newville Borough Council, Cumberland County, Pennsylvania confirming the waiver of officer contributions to the Newville Borough Police Pension Plan during 2018." 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. Jumper to approve a 2018 Municipal Domestic Animal Service Agreement with the Humane Society of the Harrisburg Area. On the question: Several residents voiced concern for the agreement, which several interpreted as an ordinance to deal with stray animals. It was explained that the agreement is intended for use by the police department, and is intended to enable the officers to effectively deal with stray dogs and cats. It is not an ordinance, and carries no enforceable powers. All were in favor with the exception of Mr. Over who was opposed. Motion passed with five (5) affirmative, and one (1) negative vote.

Solicitor's Report: Mr. McKnight reported he will proceed to advertise the Open Burning Ordinance for adoption at the next meeting.

Committee Reports:

-Finance Committee: Mr. Fry reported that the Earned Income Tax for the month of October remitted by the Cumberland County Tax Bureau totaled \$4,825.01.

-Community and Economic Development Committee: Mr. Gould reported that the strategic planning session with Mr. Gulotta must be postponed until after the holidays. Public notice will be given once the session has been re-scheduled with Mr. Gulotta.

-Personnel Committee: Mr. Over reported several personnel matters will be upcoming on the agenda; the committee will meet to interview applicants for the position of part time snow plow operator.

-Public Safety Committee: Mrs. Diehl reported that the committee met recently, and has decided to write to the municipalities in the Friendship Hose Company's fire district, to determine their financial support for the fire company.

-Recreation Committee: Mr. Sinkovitz thanked the local churches and volunteers who helped to present the first annual Fall Family Fun Night on October 26, 2017. The event was a tremendous success. Mr. Sinkovitz observed that hundreds of people attended the event.

-Public Works Committee: Mr. Jumper reported that the Public Works Department has completed the fall brush collection on October 2-3, 2017. Fall leaf collection is underway through the first week of December. Buchanan Street has been resurfaced, in the areas where new curbs and sidewalks have been installed. Equipment is in the process of being prepared for winter service. A motion was made by Mr. Jumper, seconded by Mr. Gould to approve the addition of RTS Concrete Services to the borough's list of approved masonry contractors. All were in favor. Motion was approved with six (6) affirmative and zero (0) negative votes.

Borough Council Committee Recommendations:

-Personnel Committee Recommendations were approved as follows:

A motion was made by Mr. Over, seconded by Mr. Sinkovitz to approve the appointment of Lucy Jansema to the Newville Borough Planning Commission, to fill the un-expired term of Clarence W. Fry, which shall run through December 31, 2018. 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 Mrs. Diehl to accept the resignation of part time police officer Kevin Bigler, effective October 6, 2017. 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. Jumper to accept the resignation of full time police officer Wyatt Wagner, effective October 20, 2017. 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. Sinkovitz to authorize payment of \$2,405.88 in severance pay to Wyatt Wagner for un-used vacation time. 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 Mrs. Diehl to authorize the President of Council to send a letter to the Newville Borough Police Civil Service Commission requesting that they update the police civil service eligibility list for full time police officer. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Mrs. Diehl, seconded by Mr. Sinkovitz to approve the appointment of Officer Thomas Wambold as acting Chief of Police in the absence of Chief Koser, and to provide additional hourly compensation as set forth by the Police Collective Bargaining Agreement. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

-Public Safety Committee Recommendations were approved as follows:

A motion was made by Mrs. Diehl, seconded by Mr. Jumper to approve sending letters to the townships within the Friendship Hose Company fire district to obtain information regarding their financial support of the fire company. 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. Gould to authorize the Borough Manager to send a letter to the Fire Chief to request copies of all incident reports for fire calls within the Borough of Newville, on a monthly basis, to be included in the Council meeting packet. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Old Business:

A motion was made by Mr. Sinkovitz, seconded by Mr. Gould to accept a bid of Stephenson Equipment Company, 7201 Paxton Street, Harrisburg, PA 17111 in the amount of \$39,000 to furnish and deliver a 2004 JCB Model 214S 4X4 backhoe, with heat, extendable hoe, with 2,950 hours. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

New Business:

A motion was made by Mr. Jumper, seconded by Mr. Sinkovitz to authorize the Borough Manager to advertise bids for the 2018 Lawn Maintenance Contract. 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. Jumper to authorize the Borough Manager to advertise bids for the 2017-2018 rental of emergency snow removal equipment. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Mr. Gould, seconded by Mr. Jumper to approve the tentative adoption of the 2018 budget, and to place the budget on public inspection until final passage. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

A motion was made by Mrs. Diehl, seconded by Mr. Sinkovitz to prohibit the police department from parking the patrol cars in front of 21 W. Big Spring Avenue, as this is not a posted police parking space. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

Correspondence:

- In a letter dated September 28, 2017, the Kate Molinaro, Community Development Director of the Cumberland County Redevelopment Authority advised the borough of the following community development block grant awards for 2017: street resurfacing \$50,000; code enforcement \$14,000, Little League playground \$27,300.
- The North Newton Township Board of Supervisors shall hold a public hearing on Conditional Use Application #2017-01, at 6:30PM on Tuesday, November 21, 2017. The hearing is for the expansion of the Newville Elementary School at 100 Steelstown Road.
- Dr. Richard W. Fry, Superintendent of Schools in his letter of October 9, 2017 has advised the Borough Council that a study performed by the Big Spring School District to examine the need for a school guard at the intersection of Main Street and
- High Street, has determined that the position is not warranted at this time.
- A motion was made by Mr. Gould, seconded by Mr. Jumper to approve a request of the Newville Joint Veterans Council to hold a Veterans Day Service at the Fountain on November 11, 2017 at 11:00AM, and to authorize the Public Works Department to close portions of W. Big Spring Avenue, West Street and Parsonage Street for the event. 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. Jumper to approve a request of the Newville Joint Veterans Council to hold a Christmas Tree Ribbon Service at the Fountain on December 16, 2017 at 1:00PM, and to authorize the Public Works Department to close portions of W. Big Spring Avenue, West Street and Parsonage Street for the event. 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 Mrs. Diehl to approve a request of the Failor Wagner American Legion Post #421 to hold the annual Christmas Raffle Drawing at the Fountain on December 16, 2017 after the Veterans Christmas Service. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.
- In a letter dated October 18, 2017, Michael L. Wadel of Diffenbaugh Wadel Inc., consultant to the Big Spring School District, has conveyed to the borough a sample Municipal Land Use Letter that may be authorized by the Borough of Newville to address a General NPDES Stormwater Permit for the expansion of the Newville Elementary School.

Citizen Comments: Lucy Jansema expressed concerns for a water leak on Steelstown Road, and that the leak may be attributed to recent work at the Newville Elementary School. Mr. Potzer reported the leak was not attributed to school property. He explained the subsurface drainage conditions on Steelstown Road.

George Bigler suggested that the Borough Council take into consideration the amount of time that the volunteers of the Friendship Hose Company devote to training and fundraising, and to explore ways in which the borough may assist the fire company. He noted manpower and funding are issues challenging volunteer fire companies across Pennsylvania. A solution must be found to the dwindling ranks of volunteers. A part time driver to cover dayshift, when manpower is limited was one option discussed. Mr. Bigler, a former fire chief offered to work with the borough to explore ways in which the borough and the fire company may help each other.

Borough Manager: The Borough Manager requested a Special Meeting of Borough Council to be scheduled for November 14, 2017 at 7:00PM to discuss several new policy documents he has prepared including a Code of Conduct Policy, a Conflict of Interest Policy and a Financial Management Policy. Borough Council agreed to the request. The report of the Borough Manager was accepted as presented.

Mayor's Comments: The Mayor did not attend due to employment.

Council President's Remarks: None.

Adjournment: With no further business to come before the Newville Borough Council, the meeting was adjourned at 8:00PM on a motion of Mr. Sinkovitz, seconded by Mr. Jumper. All were in favor. Motion was passed with six (6) affirmative and zero (0) negative votes.

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

Minutes Recorded By:



Fred A. Potzer, Borough Manager/Secretary