

## **Borough of Newburg Meeting Minutes August 20, 2018**

The Newburg Borough Council met on August 20, 2018 at the Newburg Borough office with the following present: Mayor Melissa Negley, President Nathan Shoemaker, Richard Laughlin II, Amber Metcalfe, Secretary – Sara Rhine, Visitors: Solicitor – Joel Rimby, Zach Rice, Treasurer -Bonnie Aleshire, Stephanie Oaks from Muncy Bank.

The meeting was called to order by President Shoemaker 6:32 pm.

Pledge of Allegiance

**Minute Approval:** President Shoemaker asked for a motion to approve the minutes for August 6, 2018 with corrections. Moved by Richard Laughlin II, seconded by Amber Metcalfe, and approved by all.

**Treasurer's Report:** President Shoemaker asked for a motion to approve the treasurers report (new Money Market information not on the report) and pay bills for August. Moved by Amber Metcalfe, seconded by Richard Laughlin II, and approved by all. The business money market CD replaced money market CD with Orrstown Bank and will be on next month's report.

**Visitors:** Stephanie Oakes from Muncy Bank was present with a banking proposal. She discussed what was needed from the borough to proceed.

President Shoemaker asked for a motion to move \$400,000 and our primary banking relationship to Muncy Bank, authorize appropriate signators to sign any required documents, and authorize any release of required information from Smith, Elliot Kearns and Co upon solicitors approval of documentation. Moved Amber Metcalfe, seconded by Richard Laughlin II. Roll call vote: Richard Laughlin II – Yeah; Amber Metcalfe – Yeah; Nathan Shoemaker – Yeah. Motion passes 3-0.

President Shoemaker asked for a motion to move forward with the Community USA credit card from Muncy Bank and authorizing appropriate signators. Moved by Richard Laughlin II, seconded by Amber Metcalfe and approved by all.

**Mayor's Report:** Mayor Negley stated that the bus schedule has changed and the children will be picked up on the borough greens by the gazebo. Mayor Negley stated that this morning (August 20, 2018) at 7:40am a vehicle turned while the bus was picking up kids in the intersection. Mayor Negley asked Sara Rhine to review footage and contact the State Police.

Mayor Negley asked that when we or if we revamp the borough park could we please add the memorial to the list. Mayor Negley stated that we need something that looks nice there but requires little to no maintenance.

**Unfinished Business:** Wrightstone property has been cleaned up and it appears that Federal Home Loan Mortgage Company is working on the violations that were sent. The roof and the area where the trampoline were still need major attention in regards to the safety.

President Shoemaker asked for a motion to issue a notice of violation with a \$1,000 fine to 205 West Main St. for the peeled back roof and trampoline hole with weeds. Moved by Amber Metcalfe, seconded by Richard Laughlin II, and approved by all.

President Shoemaker asked for a motion to authorize lien on the 205 West Main St property for the previous billed amount for clean up. Moved by Richard Laughlin II, seconded by Amber Metcalfe, approved by all.

Landscaping of park bid was received from Cumberland County Tree Service and Landscaping and Sara Rhine met with Weavers on August 3, 2018 to obtain another park proposal but hasn't heard anything further at this time. President Shoemaker will reach out to a lady at his church for and additional park proposal.

The question was raised that if a sidewalk is narrow and the owner is selling it would they be required to widen it before selling. Joel Rimby will look into this question.

Still trying to find the correct contact at the landfill for negotiations. Joel Rimby will contact Kevin Bush to see if he can help.

After much discussion President Shoemaker asked for a motion to increase the Newburg Hopewell Volunteer Fire Department's yearly donation to \$1,500. The borough has already send them a check for \$1,000, Sara Rhine to contact Bonnie Aleshire regarding the increase of donation.

Joel Rimby will review Ordinance for Act 172 and once approved it will need advertised twice with in 45 days. Sara Rhine to send letter to NHVFD regarding Act 172 and the necessary record keeping that they will need to complete on their end.

President Shoemaker asked for a motion for a member of Council to attend the Municipal Budgeting 101 training costs \$125 and Sara Rhine to attend the online version costs \$45. Moved by Richard Laughlin II, seconded by Amber Metcalfe, approved by all.

**New Business:** Discussion of possible occupants living in camper/shed. Joel Rimby stated that mobile homes are allowed in R3 zone within the borough, however the location of the questionable living quarters are in the R1 zone and therefore not allowed.

President Shoemaker asked for a motion to authorize reporting of possible resident(s) living in camper to CCIS for investigation. Moved by Amber Metcalfe and seconded by Richard Laughlin II, approved by all.

President Shoemaker asked for a motion to authorize referral of the potential rental property at the corner of North Water St/Second St to CCIS for investigation. Moved by Amber Metcalfe and seconded by Richard Laughlin II, approved by all.

President Shoemaker asked for a motion to authorize advertisement of Borough property Ordinance 2018- . Moved by Amber Metcalfe and seconded by Richard Laughlin II, approved by all.

Smell at the office caused Nathan Shoemaker and Joel Rimby to carry the stove out of the office. Now that the smell and the stove are gone from the office President Shoemaker suggested revamping the office with new cabinets and flooring for the kitchen and bathroom. Sara Rhine to reach out to Hawkin's Construction, Spencer's Construction and other suitable contractors..

**Correspondence:** Sara Rhine received a letter from NHJA stating that they would accept the Borough's recommendation of Ingrid Kalb. Sara Rhine to send letter to the NHJA stating that they need to appoint someone to the open seat on the board, not the borough.

Sara Rhine received a letter from the Cumberland County Redevelopment Authority stating that they are accepting proposals for grant funding. Sara Rhine will contact Kate Molinairo on August 21, 2018 to see what needs completed and what Newburg is eligible for.

President Shoemaker asked for a motion for Sara Rhine to complete block grant application for the park revamp, for code enforcement, and for the office renovation and for Nathan Shoemaker to sign the applications. Moved by Richard Laughlin and seconded by Amber Metcalfe, approved by all.

Sara Rhine received a building permit with no drawing or payment of \$25 fee. Council declined the request because they did not have all of the necessary documents.

**Roundtable:** Zach Rice introduced himself to Council. Zach Rice will be the replacement from Salzman Hughes for Joel Rimby after his departure.

Sara Rhine will be meeting with Erik Vranich and Lori Glace (Cumberland County Conservation) on September 5, 2018 regarding possible street projects that may qualify for the Dirt Gravel and Low Volume Road grants.

President Shoemaker asked for a motion to approve resolution 2018-014 approving bi-weekly payroll even when meeting do not occur at the approval of President of Council or Mayor. Moved by Amber Metcalfe, seconded by Richard Laughlin II, approved by all.

The meeting was adjourned at 9:18 pm, on a motion made by Richard Laughlin II, seconded by Amber Metcalfe and approved by all.

Submitted by,  
Sara Rhine  
Borough of Newburg