

## **Borough of Newburg Meeting Minutes October 1, 2018**

The Newburg Borough Council met on October 1, 2018 at the Newburg Borough office with the following present: Mayor Melissa Negley, President Nathan Shoemaker, Richard Laughlin II, Jessica LeGore, Amber Metcalfe, Secretary – Sara Rhine, Visitors: Tyler Gamble and Chance Grey (NHVFD).

The meeting was called to order by President Shoemaker 6:34pm.

Pledge of Allegiance

**Minute Approval:** President Shoemaker asked for a motion to approve the minutes for September 17, 2018 without corrections. Moved by Amber Metcalfe, seconded by Richard Laughlin II, and approved by all.

**Visitors:** Newburg Hopewell Volunteer Fire Department provided monthly call and financial reports.

**Treasurer's Report:** President Shoemaker asked for a motion to approve the treasurers report and pay bills for September. Moved by Richard Laughlin II, seconded by Jessica LeGore, and approved by all. Sara Rhine to mail 2 checks.

- Muncy Bank installed the remote deposit machine and software at the office today. Stephanie Oakes and Travis Rogers provided training for the system to Nathan Shoemaker and Sara Rhine. Muncy Bank credit cards are in the mail and should be received any day now. President Shoemaker suggested a policy for credit card use and limits.
- Sara Rhine provided an update from Bonnie Aleshire. Bonnie submitted the FHWA Form 536 report. Bonnie said that we received the Fireman's relief fund and will need a motion from Council to release the funds and Bonnie has a scheduling conflict on October 15 and cannot make the meeting and asked if Council would need someone present from SEK.
- Sara Rhine mentioned that the CCIS bill shows the borough paying for The Trades rental inspection and Sara confirmed that is her error. Sara Rhine reported that incorrectly to CCIS and Council will invoice The Trades for their rental inspection.

President Shoemaker asked for a motion to distribute the Fireman's Relief Fund of \$1,488.67. Moved by Amber Metcalfe, seconded by Richard Laughlin II, and approved by all.

**Mayor's Report:** Mayor Negley stated that the crosswalks and handicap parking spaces need repainted. President Shoemaker stated that the handicap symbol decal was found in the shed and suggested a Saturday work day for Council member. Mayor Negley asked for an update on the sidewalk violation at 1 South High St. Sara Rhine said that she received a call from the resident who owns 1 South High St. and said they met with a contractor and he said replacement of the sidewalk would be near impossible as well as costly and was asked if Council would agree to allow the contractor to fix the sidewalk according to the ordinance. Mayor Negley and Council agreed that was acceptable. Mayor Negley addressed Council with potential violations including: Another pile of trash sitting at 4 South Water St. Trash is piling up at Wenger apartments that appears to have had rodents get into the bags, suggested that owners get a dumpster. Potential weed violation at 103 East Main St. There is rabbit in a cage sitting next to borough greens and when the cage is cleaned the debris is dumped on the borough greens. Mayor Negley to speak to the owner.

**Unfinished Business:** 205 West Main St has had the roof peel up again. Council suggested that since owner has not made much effort to clean up property and has not paid for clean up that we should start the blight process with Cumberland County. Sara Rhine to contact Kate Molinairo to start the blight process.

114 East Main St. was confirmed by owners to Sara Rhine that is has been sold and to contact Tom Gleason for copies of the documents. Council suggested that they need to be in compliance of sidewalk ordinance.

Council asked the status of the dust complaints and confirmed that the dust has ceased.

Snow bid documents were reviewed from two perspective subcontractors R&D Cleaning and Seth Frey Mowing Service. After reviewing the bids and specifications R&D was chosen. President Shoemaker asked for a motion to accept the bid from R&D Cleaning for 2018-2019 snow removal season. Moved by Jessica LeGore, seconded by Richard Laughlin II, and approved by all. Sara Rhine to ask Hopewell Township to continue their support of Newburg Borough with snow removal during times of large snowfall.

President Shoemaker asked for a motion enact Resolution 2018-016 appointing Sara Rhine as assistant Code Enforcement Officer. Moved by Richard Laughlin II, seconded by Amber Metcalfe, and approved by all.

Ordinance for Act 172 is ready to enact as soon as Council figures out the details of the discounts and requirements. President Shoemaker will meet with Chance Grey to work out the details.

President Shoemaker and Mayor Negley met with Perry Yingling from Hilton Lock Service regarding some changes to the cameras and are awaiting a proposal from Perry Yingling.

Solicitor Zach Rice reached out to Kevin Bush of Advanced Disposal and told them we would like to start negotiations. Kevin Bush stated that the landfill will meet with Hopewell Township first and then meet with us. Zach Rice asked for Council's requirements regarding the landfill negotiations while they are negotiating with Hopewell. Zach Rice confirmed that Newburg Borough is not a Host municipality.

Sara Rhine talked with Greg Alleman regarding the camper at 202 North High St. and Greg was to initiate the violation. Greg Alleman does not feel that the camper is considered a mobile home but asked to have Zach Rice confirm the details to be safe. After much discussion, Council asked Zach Rice to initiate the violation. Sara Rhine to send Zach Rice the Zoning Ordinance.

President Shoemaker asked Zach Rice to run some numbers regarding the employment of a part-time police officer and possible negotiations with surrounding municipalities to form a regional police force.

**New Business:** President Shoemaker is working on the budget and should have it ready to go over at the next meeting.

Sara Rhine stated that she is trying to schedule street sweeping with Shippensburg Borough and they suggested doing leaf pick-up before they sweep. Shippensburg Borough is not available at the end of the month. Sara Rhine asked if we are doing a leaf pickup this year. Council confirmed that we can do a leaf pickup but that the leaves haven't really started to fall yet. Sara Rhine to schedule both street sweeping and leaf pick up and if needed a second possible leaf pickup if needed.

Council suggested doing an electronic recycling day while bulky pickup is going on in October. Sara Rhine contacted Cumberland County regarding an electronic recycling program for the Newburg Borough. Sara Rhine stated that the recycling center is open on Saturday October 12. Council suggested renting a U-Haul truck for the weekend to store everything and charging flat fees \$5 for up to 3 items, \$10 up to 5 items but no more than 5 items per resident. Only checks or money orders accepted. Residents must provide proof of residency. First come first serve basis.

Bulky pickup scheduled for second and third Saturday of October from 8-4pm. Residents must provide proof of residency. President Shoemaker will create a gate in the parking lot that can be locked to help eliminate any after hour dumping.

President Shoemaker attended a budgeting class. President Shoemaker said that we should think about getting an auditing firm to conduct a year end audit and that they can provide suggestions regarding their findings. Talks about possibly hiring a firm to collect delinquent taxes.

**Roundtable:** Sara Rhine will be out of office on Wednesday October 3, 2018.

The meeting was adjourned at 10:01 pm, on a motion made by Richard Laughlin II, seconded by Amber Metcalfe, and approved by all.

Submitted by,  
Sara Rhine  
Borough of Newburg