

## **Borough of Newburg Meeting Minutes January 21, 2019**

The Newburg Borough Council met on January 21, 2019 at the Newburg Borough office with the following present: Mayor Melissa Negley, Vice President Richard Laughlin II, Amber Metcalfe, Jessica Alleman, Secretary – Sara Rhine, Visitors: Lee Wickard, Gary and Sharon Baer, Bob Martin (entered the meeting late).

The meeting was called to order by Vice President Laughlin II 6:30pm.

Pledge of Allegiance

**Visitors:** Lee Wickard talked with Council regarding a potential subdivision of 54 acres into three 10 acres lots and part of the land is in Hopewell Township and a small section is in the Newburg Borough. Mr Wickard has already been to Hopewell Township and the Newburg Hopewell Joint Authority for approvals. Council advised that once the property is surveyed bring in the plans.

Gary Baer and his wife were present to ask why snow has not been removed from Lynn Ave the last 3 snows. Mayor Negley stated that the development within the borough was being plowed as a favor and the favor appears to have run its course. Mayor Negley stated that she advised our current snow removal contractor of the change and it will be taken care of going forward.

Bob Martin was present and inquired about the snow removal of Lynn Avenue and thought that it was not being done due to residents parking on the street, restricting access.

**Treasurer's Report:** Bonnie stated that she changed the CenturyLink auto payments from Orrstown Bank to Muncy Bank but would like Council to sign off on the change. Penelec was changed over as well. Checks need signed Vice President Laughlin II asked for a motion to approve the report and pay bills. Moved by Amber Metcalfe, seconded by Jessica Alleman, and approved by all.

**Minute Approval:** Vice President Laughlin II asked for a motion to approve the minutes for January 7, 2018 as written. Moved by Amber Metcalfe, seconded by Jessica Alleman, and approved by all.

**Mayor's Report:** Mayor Negley reiterated the issue with Lynn Ave not being plowed and the change with our contractor completing the snow removal of the development.

**Unfinished Business:** Landfill negotiations – Zach Rice had nothing new to report as Advanced Disposal will negotiate with Hopewell Township and North Newton first as they are host municipalities.

Part-time Police Officer - N/A

Zone Hearing Board – Sara Rhine prepared resolution 2019-01. Zach Rice reviewed and was in approval. Council signed the resolution.

Tax collector vacancy was discussed. Council has 30 days to appoint someone to the tax collector position from Jessica Wolfe's resignation of December 31, 2018. Sara Rhine reached out to Hopewell Township and Harry Killian. Harry Killian agreed to collecting the taxes but nothing was received back from Hopewell. Sara Rhine to try to contact Hopewell again.

Code Enforcement Officer badge number resolution 2019-02 was provided by Zach Rice and signed.

Act 172 Ordinance was ready for signatures. Sara Rhine received the minimum requirements for the volunteers from Chance Grey. Zach Rice will update Resolution 2019-03 with proper verbiage for minimum requirements and will sign both documents at the next meeting.

**New Business:** Landscape Documents were received and reviewed. Vice President Laughlin II asked for a motion to award the contract to the low bidder, Aaron's Landscaping. Moved by Amber Metcalfe, seconded by Jessica Alleman, approved by all.

Council received Dave Stump's resignation. Zach Rice stated that we have 30 days to appoint someone to the position. Council knows of some qualified residents that have interest in the position. Vice President Laughlin II asked for a motion to accept Dave Stump's resignation. Moved by Amber Metcalfe, seconded by Jessica Alleman, approved by all.

The tax levy ordinance needs advertised before we can enact. Vice President Laughlin II asked for a motion to advertise the tax levy ordinance. Moved by Amber Metcalfe, seconded by Jessica Alleman, approved by all. Sara Rhine to check and see if she has the verbiage used previously and send to the sentinel, if she doesn't have the information she will contact Zach Rice.

**Correspondence:** Newburg Hopewell Volunteer Fire Department provided it's updated box card and asked for an approval. Council reviewed and was in approval.

Christine Royce sent an email regarding her concerns with snow removal. Sara Rhine read the email aloud. Council asked Sara Rhine to respond.

**Roundtable:** Council discussed the purchase of memorial flowers for Dave Stump. Vice President Laughlin II asked for a motion to approve the purchase of flowers and a card for Dave Stump's memorial, not to exceed \$500. Moved by Amber Metcalfe, seconded by Jessica Alleman, approved by all.

Cumberland Franklin County Borough Association dinner cannot be hosted by Mount Holly Springs and now Newburg Borough will host instead. Sara Rhine asked Council where they wanted to have the dinner and Appalachian Brewing Company was suggested. Sara Rhine will start making the arrangements.

Sara Rhine told Council that she will be attending free LTAP training courses at the West Pennsboro township building in the next couple months. Sara updated Council on the changes to the school bus camera and the additional camera added at the office.

Sara Rhine stated that President Shoemaker wanted to talk about a potential sidewalk snow removal ordinance since the sidewalk ordinance doesn't cover the removal of snow in an immediate manner. Vice President Laughlin II asked for a motion to draft a sidewalk snow removal ordinance. Moved by Amber Metcalfe, seconded by Jessica Alleman, approved by all.

Sara Rhine asked for an update on parking tickets. Zach Rice said he would have to be looked into the matter. Sara Rhine was asked to send a letter to the residents on Lynn Ave. regarding parking on the street as it creates a safety issue and limits access to the cul de sac.

Melissa Negley asked Sara Rhine to look at the sidewalk of 103 North High St as they are selling the property.

Jessica Alleman stated that she will not be present at the February 18<sup>th</sup> meeting.

The meeting was adjourned at 8:25 pm, on a motion made by Amber Metcalfe, seconded by Jessica Alleman, and approved by all.

Submitted by, Sara Rhine