

Borough of Newburg Meeting Minutes October 21, 2019

The Newburg Borough Council met on October 21, 2019 at the Newburg Borough office with the following present: Mayor Melissa Negley, President Nathan Shoemaker, Jessica Alleman, Dan Lehman, Amber Metcalfe, Secretary – Sara Rhine, Visitors: Solicitor - Zach Rice, Francis and Jessica Moore.

The meeting was called to order by President Shoemaker 6:31pm.

Pledge of Allegiance

Minute Approval: President Shoemaker asked for a motion to approve the minutes for October 7, 2019 with two grammatical errors and the removal of the last line in the PSP section. Moved by Amber Metcalfe, seconded by Jessica Alleman, and approved by all.

Zach Rice entered at 6:35 pm.

Visitors: Francis and Jessica Moore was present to drop off building permit 2019-014 for review.

Treasurer's Report: There was one question on the Treasurer's Report for October 21, 2019, regarding the \$27 recording error on account 363.00. Sara Rhine will reach out to Bonnie for clarification. President Shoemaker asked for a motion to approve the report and pay bills. Moved by Dan Lehman, seconded by Amber Metcalfe, approved by all.

Secretary Report: Sara Rhine has been playing phone tag with Alicia @ Cumberland County Redevelopment Authority and Alicia asked that I call her on Tuesday to discuss a new idea they have for the park. Sara contacted Paul Rampulla regarding 114 East Main and is waiting for a response from him and engineer Grant Marshall. Sara did reach out to a 3rd party regarding pricing for the overhead crosswalk signs/lights. Sara talked with Bonnie Aleshire and Stephanie Oakes regarding the credit card late payment issues. Bonnie suggested an online payment. Stephanie suggested a emailing a copy of the bill for review by the authorized agents on the account. Once reviewed the designated individuals can reply with approval/disapproval and then forward the email to Stephanie to push the payment through. Stephanie reversed one late fee and changed the due date of the bill to later so that it should allow more time. A computer at the office has not been ordered yet. Sara reported that Cumberland County Planning Commission has two openings in 2020. Sara has completed the Certified Borough Official program through PSAB. The newsletters were completed and distributed on 10/16/2019. Sara explained to Council that the outlet on the greens, that has the camera for the bus shelter on it keeps tripping and asked that it be replaced. Sara invited the Pennsylvania State Police to Newburg's Trick or Treat night and they said that they will see what they can do.

Mayors' Report: Mayor Negley stated that there is dog feces on the greens. Melissa and Amber will put up more no pet signs on the greens tomorrow. Mayor Negley asked if a change in occupancy for 14 W Main St and 4 South Water St. was reported. Sara stated that there has not been.

Unfinished Business: Advanced Disposal is in the process of drafting a proposal for Newburg. New contract will start January 1, 2020.

Street Projects – North Water St. project is still moving along and the sidewalk and curbing has been formed. We were informed that there may be an increase in the cost for the asphalt. The asphalt price is the same unit price but the quantity may be different.

NHJA – Dan Lehman reached out to Hopewell Township regarding the NHJA. Dan asked if any of them could attend the upcoming NHJA meeting on Nov. 14, 2019. One of the supervisors said that they would try to attend. President Shoemaker said that he attended a meeting at the Hopewell Township building on October 16, 2019. The township was under the impression that they can appoint a member to the NHJA for the next two year. President Shoemaker reinstated that the agreement states the appointments alternate every year from Hopewell to Newburg. The Newburg Boroughs' contributions efforts to the NHJA were questioned. President Shoemaker con-

firmed, the borough contributed \$3,500 to the setup of the new generator at the plant. President Shoemaker reached out to Cumberland County regarding the issues.

Sara Rhine is currently drafting the proposal between the borough and North Newton for maintenance. Sara asked for clarification on the term of the agreement. It was determined a one year term with auto renewal and a 60 written notice of cancellation.

114 E Main St. - Sara Rhine to email code enforcement official. Board of appeals still needs two members. Sara Rhine to reach out to potential member.

2020 Budget – Budget notice was sent for advertisement, stating adoption on 11/19/2019.

Leaf Pickup – Sara Rhine contacted N. Spencer regarding a place to drop leaves from pickup and he declined. Amber to check on another option. Sara Rhine to reach out to Advanced to see if we can use them for leaf disposal.

New Business: Credit Card payments have been late the last two months due to the timing of our meetings. Bonnie Aleshire suggested online payments. Stephanie Oakes at Muncy Bank suggested scanning the credit card bill and sending it to the authorized individuals for approval. Once approved Sara will send it to Stephanie for her to push the payment through. Stephanie also stated that she changed the due date to the 22nd and got one late fee reimbursed. Council confirmed that Stephanie Oakes will push the payment for the credit card through once approved.

Council discussed parking on borough streets. Possible clearance issues once snow removal starts. President Shoemaker asked that for the next meeting we review the parking and snow emergency ordinance. Council to gather ideas for next meeting.

President Shoemaker met with Eric Scheib at Verizon today regarding a land line for the office. IP phone device for \$30, one wired phone \$60. Verizon can add and pair phones, one phone would be wifi at \$170, no contract. President Shoemaker asked for a motion to proceed with the estimate from Verizon. Moved by Dan Lehman, seconded by Amber Metcalfe, approved by all. Sara Rhine to coordinate the details with Verizon.

Sara Rhine confirmed that D. Hartman is making 1 South High St. a rental property. Hartman has completed all of the paperwork, fee, and has her inspection scheduled for 10/22/2019.

Land Use Permit 2019-013 was reviewed by Council. President Shoemaker asked for a motion to approve land use permit 2019-013. Moved by Amber Metcalfe, seconded by Dan Lehman and approved by all.

Land Use Permit 2019-014 was reviewed by Council. President Shoemaker asked for a motion to approve land use permit 2019-014. Moved by Amber Metcalfe, seconded by Jessica Alleman, and approved by all.

President Shoemaker asked for a motion to authorize a contractor to replace the GFI outlet on greens. Moved by Dan Lehman, seconded by Amber Metcalfe, approved by all.

President Shoemaker said that he talked with the Hopewell Township supervisors and they expressed their concerns regarding the plowing of the development. President Shoemaker said that we would appreciate their help and we would alleviate their responsibility to fix anything that may be damaged during snow removal. If anything changes we will need to provide an update to our contractor. Sara Rhine to reach out to R&D Cleaning to confirm that the contract award and to advise of changes. Council suggested that we table the talk until next meeting.

Correspondence: Sara Rhine received a complaint regarding the timing of the newsletters. A complaint was received regarding political advertisements on borough properties. Council discussed signs procedure. PSAB membership dues. President Shoemaker asked for a motion to pay the PSAB dues at \$151 for 2020. Moved by Amber Metcalfe, seconded by Jessica Alleman, approved by all. The complaint regarding the park changes addressed at the October 7 meeting has now been mailed to the office requesting that we address it at tonight's meeting. President Shoemaker responded to the complaint on October 16 via email. President Shoemaker asked for a motion to add his response to the minutes. Moved by Jessica Alleman, seconded by Dan Lehman, approved by all.

----- Original Message -----

Subject:Powell - Newburg Park

Date:2019-10-16 20:56

From:Nathan Shoemaker

Cc:Newburg Borough <newboro@kuhncom.net>

Good Evening,

I hope that this email finds you well. As the current president of the borough council, I have been asked on to reach out to you and open a discussion with you about the park.

I appreciated the great story about your family history in Newburg, and I would like to share mine. I grew up just 3.5 miles outside of Newburg. I have always called the Newburg area home. I believe that small communities are the heartbeat of America because of the loving and supportive places they create for many to call home! I am beyond honored to serve this town and I hope that in our discussions you will find that I, and our council are very open minded folks that want to see Newburg thrive and be a place that lives up to the town you remember growing up in.

That all being said, first and foremost, I want to express my ongoing respect to you and your family. The Donation of the land to Newburg Borough is something that we do not want to ever lose its meaning. That being said, I would like to share with you some of the current information about the park and the council that is currently attempting to allow Newburg to be a great place to call home.

We have a council of 5 voting members and 1 non voting Mayor. In our little town it seems to always be a struggle to find people that want to serve on the council. There is a very large turn over of councilpersons. I was appointed to council February 2017. Since my appointment the mayor stepped down, and his position was filled by a different council person. Which then created an opening on the council that needed filled. We advertised this vacancy and only had 1 person express interest in filling the role. Most recently, Mr. Stump, passed away causing another vacancy. We again advertised and asked for help in filling this vacancy. Thankfully, we were able to find 1 person to again fill this role. I share this with you for 2 reasons. 1 - To show you how much turn over there is with in this small community and 2 - To share with you that many council members are newer. I think having new perspectives can be a positive thing for a community! We thankfully also have 2 seasoned councilpersons which helps to balance out our group.

The current council has seen the park your father and mother donated is in a state of disrepair due to the lack of maintenance. One of the greatest examples of this was the picnic tables. We did remove them earlier this year. As we removed them, they literally crumbled to pieces. Last year we organized and advertised with in our newsletter and at the post office a community work day for the borough - specifically the community park. Unfortunately, we had NO ONE show up except for our borough secretary, the then V.P of the council and myself. We spent half a day working on weeding the garden, trimming the bushes, removing debris, and raking the mulch. We have asked landscaping firms if they would be able to help us maintain the park, and each time the answer has been it would take too much work to maintain it at this point, and recommend we start over. This broke the hearts of our current council. However, we took this opportunity to evaluate the space and the purpose of this space. We agree that this land is to be used as a safe space in the community. That is why we have come up with the following vision for the park. We would like to clear out the over grown sections of the park, trim some trees, remove the decaying sculptures, and create a green space as phase 1 of this project. Phase 2 we want to add to the space, we want to have a few new picnic tables that can withstand weather, we want to have benches installed, we want to put trash receptacles in, and we want to upgrade the portable bathroom that sits on the stone pad at the rear of the park. We have discussed adding a small post charcoal grill, and a small piece of playground equipment (This is not decided on at this point, but it would be something small like you can find on this [website](#)) We have discussed keeping the holly bush, as we know it was dedicated in honor of your father. We has also discussed how to allows this space to be something that is used by the community as a place to go to relax, to unwind, and to reflect. We think that we can use this space to accomplish that for people of all ages. I feel we have an obligation to update this park to something your father would be proud of. I would love to hear about some ideas you have and some ways you think we could accomplish this. Therefore, I would like to know if there would be a time we can schedule a call to discuss the vision the council has in more depth, and to see if you could see that being something your father would enjoy seeing offered to the community.

Thank you for reaching out to us, and I sincerely hope we can have an open dialogue about the future of this space. I am sure we can both agree on one thing - the way it sits today is not what your father has envisioned for the space.

I look forward to chatting with you further!

Sincerely,

Nathan Shoemaker
Council President
Newburg Borough

Pat Gilbert from Toys for Tots asked if she can drop a box off at the borough for donations. Council determined it may be a waste of time this year due to the lack of time to advertise but suggested participating in it next year and we can advertise it in the newsletter to gain more support. Tax meeting at Southampton Township on November 14 at 9:30 am will have a Q&A session with Cumberland County Tax Bureau. Amber stated that she may be able to go.

Roundtable: Amber Metcalfe stated that Locust Alley is crumbling. Dan Lehman asked if we have a list of emergency contacts and it was confirmed that we do not. Dan said that it is something he will check on it. Dan expressed his concerns regarding the assistance from other municipalities at no cost and the fact they may want something from us in the future, possibly having intergovernmental agreements would help alleviate this. Dan also stated that his grandparents have 8mm film of Newburg Centennial parade and will bring to the next meeting. Dan was wondering about having a Newburg history night.

The meeting was adjourned at 9:17pm. Moved by Amber Metcalfe, seconded by Jessica Alleman, and approved by all.

Submitted by, Sara Rhine