

Borough of Newburg Meeting Minutes March 2, 2020

The Newburg Borough Council met on March 2, 2020 at the Newburg Borough office with the following present: Mayor Melissa Negley, President Nathan Shoemaker, Amber Metcalfe, Richard Laughlin II, Francis Moore, Jessica Alleman, Secretary – Sara Rhine, Visitors: Dan Lehman, Kim Spencer, NHVFD, Judy Herrold – Newburg United Methodist Church.

The meeting was called to order by President Shoemaker 6:30pm.

Pledge of Allegiance

Visitors: The NHVFD provided the monthly call and financial reports. Upcoming Easter egg sales will start March 9th. NHVFD also reported 1 call for SHIP EMS and 4 calls in 2019 for West End Fire and Rescue.

Judy Herrold was present to talk about the changes of use for the Newburg United Methodist Church. Judy provided Council with some upcoming events and stated that the changes to the church allow for more flexibility to host events at the church and provide the community with a place to congregate.

Dan Lehman was present to ask the status of the cistern signs and storm drains. Dan also asked if Council updated the County contacts for the borough.

Minute Approval: President Shoemaker asked for a motion to approve the minutes for February 17, 2020 with no corrections. Moved by Richard Laughlin II, seconded by Amber Metcalfe, approved by all.

Treasurer's Report: President Shoemaker asked for a motion to approve the treasurer's report and pay bills, except for the EMC bill. Moved by Amber Metcalfe, seconded by Francis Moore, approved by all. Sara Rhine to mail checks. President Shoemaker asked Sara Rhine to see if she can pay the EMC Insurance bill in full and if not have Bonnie issue a new check.

Secretary's Report: Sara has been in contact with Kirk Stoner of Cumberland County to schedule an informational meeting prior to grant submission for Zoning Ordinance and Comprehensive plan help. Sara stated there are three outstanding rental licenses, second notices were issued on February 12, 2020. Sara stated that 117 E. Main St. will not be obtaining a rental license and that there is no one living in the unit now and they have no interest in renting it. Ms. Rhine confirmed that Randi McClune the safety office for Advanced Disposal has left and her replacement is Heidi Dunn. Randi sent the safety report for the last three months to Sara and there were 20 writes ups (16 overweight and 4 not following route). Sara contacted Negleys well drilling regarding the well at the park. They confirmed that there was a well installed in August 2011 and the hand pump was installed a month later. Should Council want to keep a hand pump it would need to be installed directly into the well but if a hydrant is desired it can be moved with some additional installation. Sara received the proper PennDot contact for the banner installation over Rt641. Spring newsletter is coming up and asked for ideas. Sara provided pricing for new shoes for the snow plow and movable sign posts for the greens. Sara asked permission to schedule crosswalk painting and street sweeping. Sara ordered 8 "no pets" signs for greens on 2/26/2020 from Chemung Supplies. Code enforcement – cat nuisance 2/24/2020 and there was one new land use permit, submitted on 2/25/2020 for a fence.

Mayor's Report: Mayor Negley said that Council needs to get a Spring clean up date. Mrs. Negley said that the banners need removed as from the square because they are really getting damaged and we only got a few months out of them. Mayor Negley asked for ideas about decorating the square for Easter and about the budget for the banners. President Shoemaker stated a \$1500 budget.

Unfinished Business: Memorial Day planning ideas were discussed. Council determined that we should purchase items to hang the banners. President Shoemaker asked for a motion to purchase banner supplies enough for 6 not exceed \$400. Moved by Richard Laughlin, seconded by Francis Moore, approved by all. Kim Spencer said that a speaker backed out for the celebration and asked if Council had any thoughts on a back up.

114 East Main St. – Grant Marshall will submit a new letter to Paul Rampulla for review and let Sara know the final determination.

114 East Main St- MDIA approved the new engineered plans from Grant Marshall. Sara Rhine asked Paul Rampulla for a certificate of occupancy so that the property can get a rental inspection but haven't seen it yet.

Park Planning – Council has a meeting planned with Recreation Resource on March 11, 2020. Council asked Sara to reach out to Scott Mack at Southampton Township to see if he can attend. Council talked about a fence and message board for the park.

2020 Street Maintenance – Update from Erik Vranich. North Water St., Pros Concrete to complete. N. High St. project had a partial invoice submitted, Council confirmed that no invoice was submitted at this time. William F Hill was out to investigate the homeowners water complaint and nothing was determined to be from the trench drains. A survey of Birch Alley was reviewed. The quote documents will be pulled for Locust Alley and Curtis Ave. Erik will be reaching out to Monarch regarding the Second St. grate. Pros Concrete cannot work on the inlet box now due to the flowing water.

Parking Ordinance Review – Tabled until next meeting.

Porch Remodel – President Shoemaker met with architects, Newcomer. Reviewed front porch, office, and garage and offered preliminary survey council discussed porch ideas.

New Business – Newburg will be hosting the next Cumberland Franklin County Borough Association dinner May 12, 2020. Council discussed Muncy Bank being a presenter at the dinner. Sara Rhine to reach out to Steph Oakes to check on availability. Council discussed reaching out to other Cumberland County boroughs to possibly cohost so that more meeting interest can be obtained.

There are still crosswalks that need painted, they were on hold in 2019 due to the street projects. Council confirmed that Sara can schedule at this time.

Street Sweeping needs completed this Spring. Council confirmed that Sara should get one scheduled as soon as possible as well as one before the Memorial Day Parade.

Correspondence: Shippensburg EMS said a letter acknowledging our donation and stated that it will go to replacing equipment.

Sara Rhine received a letter verbal complaint about the NHJA and the fact that everything is still on hold with DEP. Today the office received a letter from DEP stating that the Wickard Subdivision is on hold and still due to the overloading of the septic System. Council discussed options.

Council received a letter letter of resignation from Local Emergency Management Coordinator Ed Chamberlain. President Shoemaker asked for a motion to accept the resignation letter of Ed Chamberlain. Moved by Amber Metcalfe, seconded by Richard Laughlin, approved by all.

The office received a complaint regarding the potholes on Curtis Ave. on 2/25/2020. Sara informed the resident of the upcoming street projects that will eliminate this problem.

Council is ready to proceed with a formal engagement letter from the selected

Roundtable: n/a

The meeting was adjourned at 9:07 pm, on a motion made by Richard Laughlin II, seconded by Jessica Alleman, and approved by all.

Submitted by, Sara Rhine