

## **Borough of Newburg Meeting Minutes June 1, 2020**

The Newburg Borough Council met on June 1, 2020 at the Newburg Borough office with the following present: Mayor Melissa Negley, President Nathan Shoemaker, Francis Moore, Amber Metcalfe, Monica Logan, Secretary – Sara Rhine, Solicitor – Brett Flower.

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

Pledge of Allegiance

New Council member Monica Logan was sworn in.

**Minute Approval:** President Shoemaker asked for a motion to approve the minutes for May 18, 2020 as written. Moved by Amber Metcalfe, seconded by Francis Moore, approved by all.

**Treasurer's Report:** The distributed funds from Orrstown Bank to Muncy Bank were ready for signatures/deposit. President Shoemaker said that his reimbursement check was not correct, one receipt that was submitted was for a credit card purchase and the other does not need returned just documented as an expense. President Shoemaker asked for a motion to approve the treasurer's report and pay bills. Moved by Amber Metcalfe, seconded by Monica Logan approved by all.

**Secretary's Report:** A new land use permit (2020-005 for electrical) was added to the report. Sara obtained two quotes for the paver path to the gazebo: Josh Eckert - \$2000; McCleads Landscaping - \$1300. Sara provided a quote from Blackout Electric for moving the electric at the greens at \$600. Blackout Electric gave an estimate of \$800 to move the electric and adding a light switch and outlet to the gazebo. Council suggested adding a separate breaker for the gazebo lights which was not part of the estimate. Sara is still working on an estimate for the shed at the office. Sara spoke with McClead Landscaping about the mowing and how its going. Sara asked Council if any changes need to be made regarding mowing and nothing was reported. Souders made a payment in full for the sidewalk replacement. President Shoemaker asked for a motion to authorize the electric changes on the gazebo side of the greens up to \$900. Moved by Francis Moore, seconded by Amber Metcalfe, approved by all. President Shoemaker asked for a motion to have McClead's Landscaping install a paver path from the sidewalk to the gazebo. Moved by Amber Metcalfe, seconded by Monica Logan, approved by all.

**Mayor's Report:** Mayor Negley reported a complaint regarding the light at 2 North High St. Ms. Negley coordinated details of the juveniles community service. The borough has 60 days to report to the PSP what the juveniles have completed and the amount of hours worked. Ms. Negley asked for a list of jobs that need completed: Pavers moved from park, stones raked from grass at office, storm drains cleaned.

### **Unfinished Business:**

Nathan Shoemaker, Amber Metcalfe, and Sara Rhine had a conference call with Kirk Stoner regarding the Cumberland Plans Grant and the updating of our zoning ordinance. If we approve the submission of the grant and RFP and have it submitted by June 5, 2020, it can be reviewed by the planning commission on June 18, and will make recommendations to the county commissioners. County commissioners will review at their June 25, 2020 meeting and RFPs would be due back by June 26, 2020. County Commissioners will approve the grant on June 29, 2020. President Shoemaker asked for a motion to authorize the grant submission with a borough match of \$1500 and authorize the advertisement of the RFP with documents due back June 26, 2020 4pm. Moved by Amber Metcalfe, seconded by Monica Logan, approved by all. Council discussed the creation of an adhoc committee consisting of two Council members (Nathan and Amber were suggested members) and the zone hearing board members. It was suggested that Sara send letters out to the Zone Hearing Board members to gauge interest.

Park Planning – CDBG is still on hold but the environmental review was complete and Mike Pykosh confirmed that we can demo the park. It was also confirmed that we cannot use CDBG funds for the demo of the park. Council agreed to have Southampton demo the park asap even though we will not get reimbursed for the expenses. Council also agreed for Nathan Shoemaker and Mike Pykosh to schedule a meeting with Chris Rafferty and a County Commissioner regarding the CDBG grant.

2020 Street Maintenance – Erik Vranich reported that Snoke's Excavating is finishing up the necessary paper-work.

Porch Remodel – Nathan Shoemaker confirmed with Hawkins Construction that we can use their plans to obtain estimates and they will get the plans stamped.

LEMC – Council confirmed that we are back to the drawing board on this.

Parking Ordinance Review – Tabled at this time.

Sidewalk plan maps should be ready at the next meeting for review.

Storm Water Management was sent to Erik for review and we have heard nothing new at this time.

Sara Rhine informed Council that even though there are no changes to the Wickard Subdivision on the boroughs end that we will still need to sign the final documents. President Shoemaker asked for a motion of conditionally approval of Jeanne E Wickard revokable living trust final subdivision plan with the completion of any and all outstanding comments from William FM Hill & Associates as well as final solicitor approval.

**New Business** – President Shoemaker asked for a motion to enact Reso 2020-019 honoring Jessica Alleman for her service for the Newburg Borough. Moved by Amber Metcalfe, seconded by Francis Moore, approved by all.

President Shoemaker asked for a motion to appoint Monica Logan to fill the vacancy on Council. Moved by Amber Metcalfe, seconded by Richard Laughlin II, approved by all. President Shoemaker asked for a motion to enact resolution 2020-018 appointing Monica Logan to Council, with a term expiring on the first Monday in January 2022.

**Correspondence:** Sara Rhine reported that Muncy Bank said we do not need to sign an updated copy of the Act 72 form. President Shoemaker received a letter asking to provide heating and cooling services. President Shoemaker also received a letter from Senator Doug Masteriano.

Council discussed inviting all of the state representatives to our CFCBA Dinner in September.

**Roundtable:** Amber Metcalfe talked about having a sponsored sidewalk chalk contest and needs a date if interested. Council suggested the Saturday of Labor Day weekend.

The meeting was adjourned at 8:39 pm, on a motion made by Francis Moore, seconded by Amber Metcalfe, and approved by all.

Submitted by, Sara Rhine