

## **Borough of Newburg Meeting Minutes August 3, 2020**

The Newburg Borough Council met on August 3, 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, Mike Pykosh, Matt Bugli, Ron Heberlig, Beth Eisleman - SHIP EMS, Beverly Hurtzel -DCED via telephone.

The meeting was called to order by President Shoemaker at 6:33pm.

Pledge of Allegiance

Visitors: Ron Heberlig was present to say that even though the borough just paved in front of his house he is still having water issues in his basement that he attributes to the installment of the trench drain on N High St.

Ship EMS was present to give the call reports: For July - 25 calls for Hopewell Township; 2 calls for Newburg Boro; For 2020 – 99 calls Hopewell Township; 8 calls Newburg Boro.

Beverly Hurtzel was available to explain the Strategic management Planning Program. The plan is available to boroughs and entails the hiring of a financial consultant. The consultant will look at the last 5 years and create a plan going forward. This plan requires 50/50 match up to \$200,000 and there is an opportunity for reduced match for qualifying applicants.

**Minute Approval:** President Shoemaker asked for a motion to approve the minutes for July 17, 2020 as written. Moved by Amber Metcalfe, seconded by Francis Moore, approved by all.

**Treasurer's Report:** President Shoemaker asked for a motion to approve the treasurer's report and pay bills. Moved by Monica Logan, seconded by Amber Metcalfe, approved by all. 5 checks were signed and Sara Rhine will mail out.

**Secretary's Report:** Sara Rhine confirmed that 2 West Main St. has had a final MDIA Inspection and should be removed from their report. Sara also reported that Hilton's lock said that the camera for the bus stop is looking better and hate to replace it so it may have been an isolated incident. Perry said they will keep watching it for issues and will let Sara know when the recorder is in, it's currently on back order. Weeds were sprayed on July 22, 2020 for Main St and S. High St. Sara provided Council with the landfill safety reports for the last 6 months. There was a weed violation added to the spreadsheet.

**Mayor's Report:** Mayor Negley reported that the juveniles are done with their community service and there was some confusion regarding the community service versus reimbursement of the damages. Mayor Negley talked about the electrical wires that were hit on the borough greens during a recent paver project. Ms. Negley reported that the pothole was fixed on Exchange St. The new owners of 2 East Main St. are hoping to have a store open in October 2020. Mayor Negley received a complaint regarding the juveniles throwing rocks at a mailbox.

**Unfinished Business:** Amber Metcalfe stated that the tree on the greens will be cut down and replaced in September. Travis talked about installing a temporary basin to help regulate watering the new tree.

Troy Truax of the Michael Baker would like to have a Zoning Ordinance kick off meeting. Council agreed on Tuesday August 11 and Wednesday August 12 at 6:30 pm. Sara will gauge participation and send out meeting information.

Park – New agreement for excavation was reviewed as the last one was not clear. Sara will return and try to get an excavation date scheduled.

2020 Street Maintenance – Snokes completed the projected work at Curtis Ave., Locust Ave and paved on N High St. Pro's Concrete was out and completed the Exchange St. inlet box and fixed the pot hole. Pro's also fixed the sign at the corner of N. Water St. and attached pipes to the inlet on N. Water St.

LEMC – Sara will reached out to suggested candidate and they would like a job description for the position. Mike Pykosh said he could send Sara a summary of the position.

Parking Ordinance Review – Tabled at this time.

Sara provided Council with a job description of the part time position. Council asked to update the description to add “seasonal” and agreed to advertise it. President Shoemaker stated that this addition will increase our premium from \$350 - \$1500. President Shoemaker asked for a motion to advertise for two part time seasonal positions,

Sidewalk plan maps – Tabled at this time.

SWM ordinance was advertised on 7/31 and on 8/7. Hearing will take place on 8/17 at 6:30 pm.

CDBG Grant – Erik Vranich and Newcomer were out to survey the office on 7/27/2020. Will forward to CDBG once we have the specifications.

President Shoemaker and Monica Logan submitted the COVID19 grant on 7/25/2020. Sara supplied copied to all Council members. President Shoemaker stated they will be making their decisions in mid August.

**New Business** – Council members discussed Trick or Treat for 2020. Council would like to keep this activity on the schedule.

**Correspondence:** Paul McClead is asking for partial payment for the paver path, Council stated that they will not issue partial payment at this time. Sara Rhine stated that she reached out to the President and Vice Presidents of CFCBA and asked if we are still having the dinner. No responses were received at this time. Council suggested proceeding with the dinner. Sara informed Council that her kids school will not open in August and the kids will be doing cyber school. Sara asked for Councils patients during this time. Council asked that Sara try to get to the office once or twice a week and make a month by month schedule.

**Roundtable:** n/a

The meeting was adjourned at 8:16 pm, on a motion made by Monica Logan, seconded by Amber Metcalfe, and approved by all.

Submitted by, Sara Rhine