

Newburg Borough

Minutes 11/16/2020

Newburg Borough Office, 105 West Main St., Newburg Pa 17240

ATTENDEES

Mayor Melissa Negley, President Amber Metcalfe, Vice President Monica Logan, Francis Moore, Ken Rife. Secretary- Sara Rhine, Visitors: Solicitor: Michael Pykosh, Treasurer- Bonnie Aleshire via telephone, Denny Halteman, Kim Spencer, Jessica Moore, Landon Negley.

The meeting was called to order by President Metcalfe at 6:29 pm.

VISITORS

Denny Halteman stated that the pear trees on the greens need pruning before we get snow.

MINUTE APPROVAL

Motion to approve the minutes as written. Moved by Ken Rife, seconded by Monica Logan, approved by all.

TREASURER'S REPORT

Motion to approve the report and pay bills. Moved by Francis Moore, seconded by Ken Rife, approved by all. Bonnie stated that earned income and engineering costs are up for 2020. Legal fees and building expenses are lower than expected. Bonnie stated that the bond renewal is coming up and she needs a copy of the 2021 budget.

SECRETARY'S REPORT

- Rental Inspections - Wadel still needs to bring his unit into compliance.
- Borough truck is back but the emergency brake is now broken.
- Sara ordered the borough's computers and protective cases. Fees will be reimbursed from CARES Grant monies we were awarded.
- Sara provided Council with 2021 meeting schedule
 - Motion to advertise 2021 Council meetings. Moved by Ken Rife, seconded by Francis Moore, approved by all.
- Sara provided Council with landfill safety reports.
- Sara confirmed that NHJA can provide updated addresses. It was confirmed that they will be provided by Wednesday morning (November 18, 2020).

MAYOR'S REPORT

- Mayor Negley confirmed that she and Francis will take the banners and flags down this Wednesday or Thursday (November 18 or 19).

UNFINISHED BUSINESS

1. Zone Ordinance update - Next meeting December 8, 2020 6:30 pm.
2. Park Hydrant was installed. Sara met with Reamer Fencing this morning to go over the fence placement. Fence materials are slow to get due to Covid hoping for an install before Christmas.
3. North High St. - Trench drains on N High St./Second St. had the concrete fixed but still needs to be paved.
4. LEMC - Mike Pykosh provided a resolution to appoint LEM coordinator John Fogalsanger.
5. Parking Ordinance is tabled until the next meeting. NHFVD to provide feedback.
6. Personnel Committee - Suggested that Council hire Boyles and Hawkins for the part time maintenance position starting at \$20 per hour. Motion to offer the part time positions to Hawkins and Byles at \$20 per hour. Moved by Ken Rife, seconded by Francis Moore, approved by all.
7. Sidewalk Map - Mike Pykosh stated that Margaret Parsons from Great Harrisburg Association of Realtors contacted Kirk Stoner regarding the sidewalk ordinance changes. Margaret was given the conference call information to attend the meeting tonight but has not attended as of yet. Mike will reach out to Margaret to discuss issues.

8. CBDG ADA Grant- The North High St./Birch Alley ADA project bids were reviewed at the office today by Sara and Erik. Low bidder was Porter's Construction and they had all of the necessary paperwork completed. All items are subject to a review and approval by CDBG to proceed. Motion to approve the issuance of the Notice of Intent to Award for the Newburg Borough Birch Alley Sidewalk Replacement Project to Porter Construction, LLC in the amount of \$36,138.00 conditioned on a satisfactory review of the bid by Cumberland County Housing and Redevelopment Authority. Moved by Francis Moore, seconded by Ken Rife, approved by all.
9. Budget - Summary was sent 11/2/2020 for advertisement for adoption 12/21.
10. Leaf Pickup - Location for leaf disposal has been confirmed. Newville Borough had their leaf vacuum go down and Sara was told that she would be notified when it is fixed. A resident told Monica Logan that the County purchased a leaf vacuum system for Hopewell Township and Newburg Borough years ago. Will look for more information on this.
11. Rental Inspection updates - Mike Pykosh asked if we have a rental appeals board and it was confirmed. Suggested changes were occupancy fee and fees for members. Mike will have it ready for the next meeting.
12. Help with excess snowfall. Sara Rhine mailed a letter on 10/21/2020 to Hopewell Township asking if they would be willing to help in the event of a large snowfall. No updates at this point.

NEW BUSINESS

1. Open Council Seat - Council received two letters of interest for the open seat. Barry Starliper submitted a mailed letter of interest on 11/10/2020 and Jessica Moore submitted a letter of interest on 11/16/2020 via email. President Metcalfe read the letter aloud and asked for comments. Monica Logan spoke about Mr. Starliper and the benefits he would bring to Council. Francis Moore voiced his concerns regarding the history between the borough and Mr. Starliper.
 - Motion to appoint Barry Starliper to the vacant Council seat. Monica Logan voted yes, Ken Rife voted yes, Metcalfe voted yes, Francis voted no, motion carried.

CORRESPONDENCE - N/A

ROUNDTABLE

- Amber Metcalfe stated Kim Spencer has the flyers ready for the door decorating contest. Christmas in the Country decorated the gazebo on 11/15/2020. The new Christmas will be decorated on November 23, 2020, followed by a meeting at the office. Motion to approve the purchase of stamps for the holiday mailers. Moved by Monica Logan, seconded by Francis Moore, approved by all.
- Monica Logan stated that the leaves from the park are blowing into the neighboring yards. Monica suggested that the remaining money from the CARES Grant should be used to purchase a laptop and printer for the secretary. Moved by Ken Rife, seconded by Francis Moore, approved by all.
- Ken Rife stated that the personnel committee still needs to complete the updating of the secretary's job description.

ADJOURNMENT

Motion to adjourn meeting at 8:11pm. Moved by Francis Moore, seconded by Ken Rife, approved by all.