

## Borough of Newburg Meeting Minutes September 17, 2018

The Newburg Borough Council met on September 17, 2018 at the Newburg Borough office with the following present: Mayor Melissa Negley, President Nathan Shoemaker, Richard Laughlin II, Jessica LeGore, Dave Stump, Amber Metcalfe, Secretary – Sara Rhine, Visitors: Treasurer: Bonnie Aleshire, Daniel Lehman, CCIS Zoning Officer: Greg Alleman.

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

Pledge of Allegiance

**Minute Approval:** President Shoemaker asked for a motion to approve the minutes for July 16, 2018 with two corrections (changes include: change CD to Money Market and add “e” in Stephanie Oakes last name). Moved by Richard Laughlin II, seconded by Dave Stump, and approved by all.

### Visitors:

Daniel Lehman reported that there is a larger crack across Lilac Alley behind his garage. Also someone attempted to break into his neighbors garage back in May of this year and if he had known about the borough's cameras maybe they could have seen who the person was. Council suggested that anytime an incident occurs to contact the office and we can check the cameras.

Zoning Officer Greg Alleman introduced himself to Council and gave an update on the potential person(s) living in the camper and possible person(s) living in shed. Greg Alleman confirmed that a person is living in the camper and that he talked to the owner of the shed and they said it was a “man cave” but would not allow Greg to view the contents.

**Treasurer's Report:** President Shoemaker asked for a motion to approve the treasurers report and pay bills for August. Moved by Amber Metcalfe, seconded by Dave stump, and approved by all. Sara Rhine to mail 7 checks.

Bonnie Aleshire has the banking paperwork and will send it to Stephanie Oakes at Muncy Bank.

**Mayor's Report:** Mayor Negley stated that the crosswalks and handicap parking spaces need repainted. Mayor Negley stated that there is a school bus sign on East Main St but it seems too far away from the bus shelter. Mayor Negley thought a school bus sign needs to be added on West Main St. Christmas in the Country asked Mayor Negley what day the Borough is having Trick or Treat. Sara Rhine stated that we follow Shippensburg and they celebrate on October 31. Sara Rhine did confirm this information with Helen Miller via telephone.

President Shoemaker stated that Christmas in the Country is not a 501(C) as we thought they were. CIC is trying to get the 501(c) status and until they complete this process the Borough cannot donate to the organization. Council has two options to help CIC: Option 1 – The Newburg Borough would purchase the desired Christmas lights and the CIC can use them for the tree lighting. Option 2: CIC can become a subcommittee of Council and will operate by the Borough Code. All of this would still need the approval of Council. Sara Rhine to compose a letter and call Helen Miller.

Mayor Negley addressed Council with a sidewalk violation on the property of 1 South High St. Sara Rhine will draft Notice of violation and send a copy to the realtor.

Jessica LeGore asked for an update of the violations that Council previously directed Mayor Negley to head up. Violations will be addressed at the next meeting.

**Unfinished Business:** 205 West Main St has had the roof fastened down again.

President Shoemaker asked for a motion that once banking paperwork is complete our Muncy Bank account will be ready we will close both money market accounts at Orrstown Bank and keep general fund at Orrstown Bank. Moved by Jessica LeGore, seconded by Dave Stump, and approved by all.

Two bids were received for Snow Removal and will be reviewed at the next meeting October 1, 2018.

Ordinance 2018-003 Borough Property conduct was advertised on August 30, 2018 and is ready to enact. President Shoemaker asked for a motion to enact Ordinance 2018-003 Borough Property. Moved by Jessica LeGore, seconded by Amber Metcalfe, and approved by all.

Landfill negotiations haven't been started. Our solicitor reached out to Kevin Bush of Advanced Disposal and told them we would like to start negotiations and Kevin said he would relay the message. President Shoemaker reached out to solicitor Zach Rice

via email asking some questions about the landfill regarding our payment of tonage and the required host fee required by the state. President Shoemaker suggested possible joining with North Newton in landfill negotiations.

Act 172 Local Tax Credits for Volunteer Fire Fighters and EMS. Council previously suggested \$20 credit for income tax and 5% credit on property taxes. Council still needs to set requirements for hours and activities involved in for credits.

Sara Rhine submitted 3 Grant applications to Cumberland County Redevelopment Authority for Park Revitalization, Code Enforcement, and Office Renovation totaling \$40,000. Decisions will be made by end of the year.

**New Business:** Amber Metcalfe stated that the sinkhole on Exchange St has reopened. Sara Rhine to call PennDot.

Zoning Violation of people living in camper. Council suggested referring issue to CCIS to initiation violation from their investigation.

Council stated that there are people in and out of 114 East Main St., the property was supposed to be for sale. Sara Rhine to call Christian Esh and find out the status of property.

Council discussed the benefits of hiring a part-time police officer for the Borough.

Council discussed the internet at the office and the need for a higher speed for banking. Sara Rhine provided Council with proposals from CenturyLink and Kuhn communications. Sara Rhine asked about changing the telephone service as well, we currently pay for all calls and spend \$88 per month for phone. Council suggested a cell phone for the office. Sara Rhine to call different carriers for pricing.

President Shoemaker asked for a motion to increase internet speed to 15 mgs. Moved by Amber Metcalfe, seconded by Dave Stump, and approved by all.

Hilton's Lock & Security came out to the office to repair the cameras. Hilton found that the radio at the office is bad and need replaced. Hilton's gave two options: Option 1: replace the radio at office and purchase software needed to link the radio at office to the radio at the square. Option 2: Replace both radios due to their age (Hilton's quoted \$500). Council discussed upgrading/adding cameras asked to set up a meeting with Hilton to discuss options. Sara Rhine will coordinate.

President Shoemaker passed the gavel to Vice President Richard Laughlin II.

Richard Laughlin II asked for a motion to seek request for proposals for insurance. Moved by Jessica LeGore, seconded by Amber Metcalfe, approved by all. Nathan Shoemaker abstained due to potential conflict of interest.

Vice President Richard Laughlin II passed the gavel back to President Shoemaker.

**Roundtable:** Sara Rhine received a proposal for a dumpster for the office \$45 per month. Council suggested negotiating this in their contract with the landfill.

Cumberland Franklin County Borough Association dinner will be held September 20, 2018. Sara Rhine will not be attending but will have all necessary documents ready for President Shoemaker to take.

Sara Rhine met with Eric Vranich and Lori Glace (Cumberland County) regarding road projects that would qualify for Dirt, Gravel, Low Volume Road grants. Per the meeting nothing was considered to be of interest or meet the requirements for Cumberland County unless plans were completely revised. Eric Vranich to review the plans and see if there is any changes that could be made to help qualify the road projects without adding costs.

Sara Rhine asked to attend PSAB webinar training for Electronic Communication Liability.

President Shoemaker asked for a motion for Sara to attend PSAB training "Electronic Communication Liability" webinar \$45. Moved by Jessica LeGore, seconded by Amber Metcalfe, and approved by all.

President Shoemaker will be attending PSAB Budgeting training on September 27 and will be out of office for the day.

The meeting was adjourned at 9:22 pm, on a motion made by Dave Stump, seconded by Richard Laughlin II and approved by all.

Submitted by,  
Sara Rhine  
Borough of Newburg

