

## **Borough of Newburg Meeting Minutes October 7, 2019**

The Newburg Borough Council met on October 7, 2019 at the Newburg Borough office with the following present: Mayor Melissa Negley, President Nathan Shoemaker, Dan Lehman, Richard Laughlin II, Amber Metcalfe, Secretary – Sara Rhine, Visitors: Solicitor - Zach Rice.

The meeting was called to order by President Shoemaker 6:31pm.

Pledge of Allegiance

**Minute Approval:** President Shoemaker asked for a motion to approve the minutes for September 16, 2019 as written. Moved by Amber Metcalfe, seconded by Richard Laughlin II, and approved by all.

**Visitors:** NHVFD provided the monthly call reports. Tyler Gamble had a meeting with president Shoemaker regarding the water supply in town and the cistern. President Shoemaker stated that office documents reported some concerns with the cistern and that it was deteriorating. Tyler Gamble said they checked the two tanks (10,000 Gallon) on South High St. and they were functional. Tyler said they will check out the cistern. Tyler said they will pump the cistern out and refill it, this way we will know the volume of water it holds. Tyler stated that the new engine is in service. Council member Dan Lehman stated that all of the borough streets are on the CAD system.

Helen Miller was present to observe and to report that Christmas in the Country does not need Christmas lights, they will use their old lights.

Susan Moose was present with a land use permit for Council to review.

Francis Moore was present to observe. Francis reported that he received the Borough's letter regarding the pipes that drain in his yard and still feels that it is the borough's issue and wanted to know if the pipes can be rerouted. President Shoemaker stated that we will look into it.

**Treasurer's Report:** No activity in the Orrstown Bank account. Checks were reviewed and passed for signatures, including the quarterly tax returns. Sara Rhine stated that the past two credit card bills have accrued late charges. Council asked Sara Rhine reached out to Bonnie Aleshire and Stephanie Oakes regarding solutions to the additional expenses considering most expenses are already authorized. President Shoemaker asked for a motion to approve the report and pay bills. Moved by Richard Laughlin II, seconded by Dan Lehman, and approved by all. Sara Rhine to mail checks and quarterly tax returns.

**Secretary Report:** Sara Rhine did not provide Council with a new Code Enforcement Report as nothing has changed since the last meeting. Sara reviewed a few things on her report. Southampton Township confirmed they will help us excavate the park at \$75 per hour (for for 3 men @\$25 per hour) plus the cost of fuel. Sara stated that 114 E Main was inspected but has not heard anything further. Council suggested that we reach out to CCIS and MDIA regarding this. New signs streets signs were picked up and installed by North Newton on October 2. Sara pointed showed Council the costs of blinking crosswalks for the square, Council requested prices for overhead crosswalk signs. Sara gave Council an estimate for manhole sticks from Amazon \$49.06 plus free shipping for 2 (@24" long with handle). First Energy quoted additional LED lights at \$297 which includes a 6' bracket. Sara asked Council if we should invite the Pennsylvania State Police out for Halloween and Council agreed. Estimates were provided to Council for the Dry Hydrant 1 X Fire Protection 35,468 gallon \$56,692 CAD = \$42,571 US optional anchoring it is available for \$11,816 CAD = \$8,872.91 US does not include the price of installation. Sara has started the newsletter but is currently waiting on additional information for completion.

**Mayors' Report:** Mayor Negley stated that she and Dan Lehman hung up a new flag at the Memorial. It was asked that we send a card "Thanking" Indian Town Gap National Cemetery for the donation. Mayor Negley stated that she has found a lot of dog poop on the greens since the signs have been down. There was a report of a table on South High St that has been sitting along the road for a few weeks. Mayor Negley stated that the Halloween

theme for the bus shelter will be “butcher shop gone wrong” and they will need some additional funds for decorations.

Visitor James Metcalfe entered at 7:10pm. James read a letter to Council. The letter explained his appreciation for the hard work that the Borough staff and Council have completed for the borough and its residents. He also expressed his concerns of the recent rumors circulating and the lack of valid information the rumors hold.

**Unfinished Business:** Advanced Disposal is finalizing the agreement with Hopewell and feels that they can finalize with Newburg by the end of October.

Park- Sara Rhine provided Council with a proposal for South Hampton Township to help excavate the park for \$75 an hour plus \$60 for the cost of fuel. There will be 3 men and they will cut everything down, chip it up, and remove the paver path. President Shoemaker said that we cannot start anything until we hear from Cumberland County Redevelopment Authority.

Street Projects – North Water St. project is in full effect and there are some questions about the construction of the curbing and sidewalk. Residents asked Pro's Concrete to pour their sidewalk back to their houses and this was additional work not in the original job specifications. Council discussed the pros and cons of compelling this action. President Shoemaker asked for a motion to reject the proposed amendments to the plan and proceed with the original design. Moved by Dan Lehman, seconded by Amber Metcalfe, approved by all.

NHJA – Sara confirmed that Ingrid Kalb gave permission to use her phone number for authority billing questions. We received some information about upcoming open grant opportunities but Sara does not have an email address for anyone on the board. President Shoemaker stated that he already passed the information onto Gary Alleman. President Shoemaker stated there are still problems with the sewer system but they have not narrowed down what or where the issues are and that there are talks of getting a camera system as well as doing home inspections. Council discussed the board members and their appointments and possibly reaching out to Hopewell to see what they have on file by way of appointments for the authority and possibly get members from both municipalities to attend the November 14 meeting of the NHJA.

North Newton maintenance agreement has been verbally established we just need to put in in writing for North Newton to review. Sara to review the old agreement and tweak for new terms.

The Pennsylvania State Police did a commercial enforcement detail on October 2, 2019. Council was impressed with the results.

114 E Main St. - There is no update. Sara Rhine to reach out to CCIS and MDIA to see about compliance of the rental unit.

Wickard Subdivision – Zach Rice and Erik Vranich discussed the shared access driveway for the 3 lots. Council talked about possible solutions. A 90-day extension was granted on 9/4/19. Council asked Zach Rice to reach out to Erik Vranich regarding the approval of the 3 lots sharing one driveway but in the future if there is another subdivision it will not be allowed and must provide additional access. Erik will revise and send back to Council for final approval.

**New Business:** Sara Rhine stated that Newville Borough has agreed to do two leaf pickups for us one at the end of November and the other the beginning of December. Newville asked for a place to dispose of the leaves and it was suggested to ask Nick Spencer since we are currently using his lot for the street projects.

Dusty Hilbert of Advanced Disposal agreed to two Bulky drop off dates October 12 & 19.

Snow Removal bids were received on 9/16/2019 and we received one bid. President Shoemaker asked for a motion to accept and award the snow removal contract for 2019-2020 to R&D Cleaning. Roll call vote: Laughlin – Yea, Lehman- Yea, Metcalfe – yea, Shoemaker abstained.

Bonnie Aleshire will be on vacation during the next meeting and asked if we needed representation from the firm and Council determined that we do not.

Land Use Permit 2019-010 was forwarded to the solicitor for questions at the last meeting and is now back in front of Council. President Shoemaker asked for a motion to approve land use permit 2019-010. Moved by Amber Metcalfe, seconded by Richard Laughlin II, and approved by all.

Land Use Permit 2019-011 was reviewed by Council. President Shoemaker asked for a motion to approve land use permit 2019-011. Moved by Dan Lehman, seconded by Amber Metcalfe, and approved by all.

Land Use Permit 2019-012 was reviewed by Council. President Shoemaker asked for a motion to approve land use permit 2019-012. Moved by Amber Metcalfe, seconded by Richard Laughlin II, and approved by all.

General and Highway Fund Budgets are ready for review. Council determined they will review the electronic documents and we can discuss at the next meeting.

President Shoemaker requested a short recess from 8:45-8:50 pm.

All visitors left at 8:56 pm.

Budget Review – President Shoemaker asked for a motion to adopt the preliminary Highway Fund Budget for 2020. Moved by Amber Metcalfe, seconded by Richard Laughlin II, approved by all.

President Shoemaker asked for a motion to adopt the preliminary General Fund Budget for 2020. Moved by Richard Laughlin II, seconded by Dan Lehman, approved by all.

President Shoemaker asked for a motion to authorize the advertisement of the preliminary budgets. Moved by Amber Metcalfe, seconded by Richard Laughlin II, approved by all.

Council discussed Trick or Treat night. President Shoemaker asked for a motion to approve \$100 for Trick or Treat outreach. Moved by Richard Laughlin II, seconded by Amber Metcalfe, approved by all.

Mayor Negley and President Shoemaker would like to utilize the lights in the gazebo in support of Breast Cancer and Halloween. President Shoemaker asked for a motion to utilize the lights in the gazebo. Moved by Richard Laughlin II, seconded by Amber Metcalfe, approved by all.

**Correspondence:** President Shoemaker asked for a motion to pay \$200 for WEMA dues. Moved by Richard Laughlin II, seconded by Amber Metcalfe, approved by all. FirstEnergy informed Sara Rhine that they are working on a project in Roxbury PA and this will increase truck traffic within the borough starting on October 14 until the end of the year. Letter from Municipal Partnership for free intern help. President Shoemaker asked for a motion to proceed with the municipal Partnership Program League for an internship. Moved by Amber Metcalfe, seconded by Richard Laughlin II, approved by all. Council received a letter from a resident regarding the park. Request for funding for municipal training. Sara received two suggestions from a resident: asking for crosswalk on RT696 for entrance to the Hopewell Township Park and a speed camera to help enforce traffic.

**Roundtable:** n/a

The meeting was adjourned at 10:48pm. Moved by Richard Laughlin II, seconded by Amber Metcalfe, and approved by all.

Submitted by, Sara Rhine