

## **Borough of Newburg Meeting Minutes August 17, 2020**

The Newburg Borough Council met on August 17, 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, Bonnie Aleshire via telephone.

The meeting was called to order by President Shoemaker at 6:35pm.

Pledge of Allegiance

President Shoemaker turned the meeting over to Mike Pykosh. Mike opened the hearing for the Storm Water Management Ordinance. No comments. President Shoemaker asked for a motion to close the public hearing. Moved by Francis Moore, seconded by Monica Logan, approved by all.

**Visitors:** n/a

President Shoemaker passed the chair to Vice President Amber Metcalfe.

**Minute Approval:** Vice President Metcalfe asked for a motion to approve the minutes for August 3, 2020 with one correction, change minute approval date to July 17. Moved by Monica Logan, seconded by Francis Moore, approved by all.

**Treasurer's Report:** Bonnie has scheduled the audit general for September 9, 2020. Bonnie asked if we had received a w-9 for Recreation Resource and Sara said that if we don't have one she will request one. Bonnie thinks that the park payment should be recorded under account 454 rather than the current account for recreation. Vice President Metcalfe asked for a motion to approve the treasurer's report and pay bills. Moved by Nathan Shoemaker, seconded by Francis Moore, approved by all. Two checks were signed and Sara Rhine will mail out.

**Secretary's Report:** Sara Rhine confirmed that there was one item added to the Violation report and one added to the building permit report. Sara reported that she had two items that should have been removed from the MDIA report (Final Inspections) but when the August report came they were still on it. Sara said she questioned it with Peter of MDIA and is waiting for a repose. Cameras. Sara said that the address changing of 4 ½ S Water St. has surfaced again. Sara reported to the County and to the Post Office ax upset. Sara stated that she is still waiting on one more approval to pay the credit card bill. Sara took the truck for inspection and it needed Co2 sensors and bed rails. The truck had the sensors replaced and now it needs driven 100 miles for omissions and waiting on the bedrails to come in to be replaced. Sara reported her current schedule for Councils review: The office will be closed from August 24-September 8. The office will be until the opened on Wednesdays from 1-4 pm until the end of September.

**Mayor's Report:** Mayor Negley reported that there is a new tenant (a woman and young kids) at the Apple apartments. The Newburg United Methodist Church will be hosting an outdoor movie at the church. Mayor Negley reported that there will be a community event for families at the Hopewell Park in September.

**Unfinished Business:** Vice President Amber Metcalfe stated that the zoning kickoff meeting was a success and they got farther than anticipated. The next meeting will be September 1, 2020 at 6:30 pm. Sara stated that Cumberland County sent over a form allowing us to request 50% of the grant money up front. The form just needs completed and returned to Kirk Stoner. Council decided to proceed with the completion of the form for 50% of the grant monies awarded for the zoning ordinance update.

Park – Sara has reached out to Mike, Kevin, and Doug Maynard to schedule the excavation and finally received a response, they will be out sometime next week.

2020 Street Maintenance – Sara confirmed with Erik Vranich that the Exchange St. project was completed by Pro's Concrete. Council determined that the issues that are present maybe something different than we original-

ly thought. Council asked that Erik come out to look at the grate. Sara confirmed with Council that the trench drains for the alley by the church are ready and we will pick them up once the truck is fixed.

LEMC – Sara received some standard documents from Mike Pykosh regarding the LEMC and Sara needs to reach out to suggested candidate with the documents.

Sidewalk plan maps – Nathan Shoemaker provided Council with a proposed sidewalk map. Council reviewed and made 3 additions. Vice President Metcalfe asked for a motion to approve the proposed sidewalk plans. Moved by Monica Logan, seconded by Francis Moore, approved by all. Mike Pykosh will do a resolution and let us know if we can amend.

Parking map – While reviewing the sidewalk map Council discussed their ideas for parking. Mike Pykosh suggested that we have the local fire department review it for any issues.

Part time Maintenance – Sara has advertised the position in the paper, on the website, and at local businesses.

CDBG Grant – We are still waiting on Newcomer for the office design. The N High St grant is done. Council requested that Erik get the bidding documents ready.

### **New Business –**

CDBG 2020 – Council discussed new opportunities for 2020 grants. Ideas included but were not limited to: Bus shelter for development; sidewalks; ADA bathroom at park.

Council Seat – No interest in the seat at this time.

Vice President Metcalfe asked for a motion to enact ordinance 2020-001 for Storm Water Management. Moved by Francis Moore, seconded by Monica Logan, approved by all.

**Correspondence:** Sara had three invoices for Council to approve payment on: McClead's landscaping for \$1300; Blackout Electric \$350; Newcomer \$800. Vice President Metcalfe asked for a motion to pay Blackout Electric \$350, for the damage to the wires on the greens. Moved by Francis Moore, seconded by Nathan Shoemaker, approved by all.

Sara provided Council with costs for salt spreader, snow blower and shovels. Vice President Metcalfe asked for a motion to purchase a salt spreader for the truck not to exceed \$2000. Moved by Monica Logan, seconded by Francis Moore, approved by all.

**Roundtable:** Monica Logan asked Council to purchase materials for a blessing box that would include dry goods and other stuff for residents in need.

Nathan Shoemaker stated that he has a dump truck that can members can use if needed. Nathan also stated that he is in the process of purchasing a home outside of the borough and would be closing around September 30, 2020. Nathan said that he is looking to rent out his current home.

The meeting was adjourned at 9:15 pm, on a motion made by Nathan Shoemaker, seconded by Francis Moore, and approved by all.

Submitted by, Sara Rhine