

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, Barry Starliper, Secretary - Sara Rhine. Visitors: Solicitor: Mike Pykosh, Treasurer - Bonnie Aleshire (via telephone), Josh and Jessica Bisgaard (via telephone), Public works Dept: Dakota Boyles and Jason Hawkins.

The meeting was called to order by President Metcalfe at 6:30pm. Meeting was turned over to Mike Pykosh for hearings.

Mike Pykosh opened the hearing for the 2021-001 Sidewalk Ordinance. Presented exhibit A (repealing ordinance 2016-001 rental ordinance) & B (advertisements in the Sentinel Paper on 1/28/2021 and 2/05/2021). No comments or testimonies were received at this time. Mike asked for a motion to close the hearing and accept evidence. Moved by Ken Rife, seconded by Francis Moore. Approved by all

Mike Pykosh opened the second hearing for the 2021-002 Rental Ordinance. Presented exhibit A (repealing ordinance 5-2009360 requiring maintenance of sidewalks and curbs) & B (advertisements in the Sentinel Paper on 2/1/2021 and 1/28/2021). No comments or testimonies were received at this time. Mike asked for a motion to close the hearing and accept evidence. Moved by Monica Logan, seconded by Barry Starliper. Approved by all.

MINUTE APPROVAL

Motion to approve the minutes for January 18, 2021 and February 1, 2021 with corrections to dates being changed from 2020 to 2021. Moved by Monica Logan, seconded by Ken Rife, approved by all.

TREASURER'S REPORT

Bonnie stated that all of the tax collections were reported and the tax collector's salary was paid out for 2020. Bonnie stated that any payments that were made for salting of the roads should be paid by the highway fund. Bonnie asked about the Liquid Fuels money for the additional paving on the North High St./Birch Alley Project and asked that Sara send her the details about the project. Motion to approve the report and pay bills. Moved by Francis Moore, seconded by Monica Logan, approved by all.

SECRETARY'S REPORT - Sara reported that there was an item added to the violation and building permit report. Rental Inspection of 103 E Main St was completed with multiple issues, they are still considered in violation until they are completed. Council agreed to rental license needs obtained asap, interior work needs completed by end of March, exterior by end of May. Council requested that a letter go out to the owner. Sara stated what the public works department has been up to: plowing snow, purchased snow tires 2/5/2021 @ \$1200 to purchase, install, and balance the tires, sign maintenance, purchased road salt from Newville Borough 1/25/2021 for \$40, purchased chains for tires 2/2/2021 @165 but have since broke. Sara asked Council about the four borough signs that needed corrected, Council confirmed what they wanted on them and Sara will work on prices. Mrs. Rhine reminded everyone that they need to complete the statements of financial interest to have on file at the office. Also reported that we already received our CARES Grant money reimbursement for COVID related expenses/preparation. Sara is compiling the call reports from the local fire departments: Pleasant Hall Fire Department - no calls 2019 & 2020; West End Fire Department calls -2019-4 & 2020-1. Working on Newville Borough info, Francis stated that he can get that information for Sara.

VISITORS

- Josh and Jessica Bisgarrd attended the meeting via telephone. Josh asked who owns Wadel Ave. and the borough confirmed that they did not. Jessica stated that after the big snow storm she has pictures from her camera that show the borough using their driveway as a shortcut to dispose of the snow in Verne Wadel's field. Jessica stated that multiple vehicles used it that day and now the road was nothing but mud. The public works guys stated that they did not use the road but maybe one of their helpers did. Jessica stated that she would send pictures of the vehicles to the borough so that we can review.

MAYOR'S REPORT

- Mayor Negley stated that our Prisoner of War flag needs to be replaced. Ms. Negley stated that she had given out a parking violation - warning to a vehicle that has repeatedly parked in the handicapped parking space in front of the East Main Apartment buildings.

UNFINISHED BUSINESS

1. Landfill changes - Sara is looking for everyone's availability that can attend a meeting with the landfill during the day. Amber and Melissa stated that they are available anytime and any day throughout the week. Ken stated that he is available Tues-Thurs from 9am-3pm. Sara will provide that information back to Mike McIntyre at the landfill and get a meeting scheduled.
2. Park - Still waiting on fence materials. Porter's Construction was approved at \$3200 to do the curbing for the park. Sara checked with CCLP Grant manager Stephanie Williams and she stated that there were no additional funds available but it could be a covered expense within the grant money.
3. Parking Ordinance is tabled until the next meeting. President Metcalfe stated that during recent snow events she was out and realized that most of the borough streets are too narrow for parking on both sides of the streets. North Water, S High, W Second Streets confirmed should be one side of the street parking. .
4. Sidewalk Ord. - Motion to enact Sidewalk Ordinance 2021-001. Moved by Ken Rife, seconded by Francis Moore, approved by all.
5. Rental Ord. - Motion to enact Rental Ordinance 2021-002. Moved by Monica Logan, seconded by Barry Starliper, approved by all.

6. CBDG ADA Grant- The North High St./Birch Alley ADA project has a change order request to push the completion date to May 31, 2021. Change was approved by CDBG prior to requesting the change order. Motion to approve the change order for a final completion date to May 31, 2021.
7. CDBG Porch Project - Sara met with CDBG and the State Historic Preservation Office. The Preservation Office doesn't want us to make changes to the front of the building and would like us to explore other options. Or prove to them why we chose the changes we did. CDBG is okay with what changes we are if they are adding the ADA functionality to our office and Chris Rafferty was to attend the meeting tonight to explain how they are able to proceed.
8. Garage estimates - Ken Rife is working on obtaining estimates.
9. Holiday decorations need to come down as soon as the weather clears. Hilton's Lock has a 2000 Chevy bucket truck for sale, comes with a large generator, air compressor, and storage bins. The truck has some rust and is leaking power steering fluid. They are asking \$3000 for the truck. Motion to offer Hilton's Lock \$2500 for the truck but willing to go up to \$3000. Moved by Monica Logan, seconded by Ken Rife, approved by all.
10. Storage of supplies- Council discussed options for storage, as we obtain items we need storage for them. Council asked Sara to get prices for a garage out back.
11. Manlift - Francis talked to John Cover regarding use of his bucket truck. John stated that we can use it, he will take ownership of any mechanical issues excluding any kind of gross negligence. John Cover would like to meet whoever will be running the equipment and go over the truck and its functions with them prior to use. Amber asked Matt Bugli to work on a contract for the next meeting.

Francis Moore left at 7:57pm.

12. Trash Service pickup tabled at this time.
13. 160th Anniversary - Next meeting will be 2/21/2021 at 1pm.
14. Wet Municipality discussion regarding special occasion permits. It was mentioned that Newville Boro is trying to change their borough and Sara will reach out to Newville for any information they can provide. Motion to start a petition changing Newburg Borough from a dry to a wet municipality. Moved by Monica Logan, seconded by Ken Rife, approved by all.
15. Public works reported that they would like the borough to look into a new salt spreader as they have been having issues with the one we have. It was mentioned that a full bed salt spreader would cost around \$2000-3000. Guys will get prices. Dakota mentioned that the truck was making a funny noise when plowing and when in four wheel drive and when he changed the oil he reviewed the front end for the noise and found that a brake caliper was on backwards.

NEW BUSINESS

1. President Metcalfe discussed the need for a "no engine brake use ordinance". Since the designated routes used by the trucks are PennDot roads we would need to get their permission. We would need an ordinance to be able to enforce and post the signs. In discussions Council talked about the speed limit and how there are no speed limit signs in the development.
2. Land use permit for the park - Since we have two projects (curbing and fencing) that will take place in the park we will need a land use permit. Sara will complete for the next meeting.
3. Gas/Fuel options for public works vehicles and equipment. Council discussed options: tank at the office, tank for the bed of the truck, fuel cards, or possibly a Timmons Fuel account. Motion to obtain a credit card from Muncy Bank for the public works to use. Moved by Monica Logan and seconded by Ken Rife, approved by all.
4. Snow Emergency Route/Declaration - Declaring a snow emergency would make no parking from the bridge to the end of the borough. The snow emergency ordinance requires cars to move and can be ticketed if they do not move. Also discussed that any cars parking in the designated spaces must be in working order, with registration and licensed.
5. Resolution 2021-006 for Records Disposition. Motion to enact resolution 2021-006 for record disposition. Moved by Monica Logan, seconded by Barry Starliper, approved by all.

CORRESPONDENCE

- 1.) V. Wadel asked if he can have two donkeys on his property at 113 East Main St. Monica stated that she spoke with Verne and gave him permission to allow the pregnant donkeys at his property.
- 2.) President Metcalfe asked Mike Pykosh would be allowed to attend the next Zoning meeting and if Mike can review some documents. Council agreed that it would be fine.
- 3.) G Alleman submitted a building permit for a shed. The permit was reviewed by our Zoning officer and Mr. Alleman is requesting a variance. Council asked that Sara reach out to Richard Webber, our ZHB solicitor.

ROUNDTABLE

- Ken Rife gave his thoughts on the parking ordinance and the need to get it completed sooner rather than later.
- Sara asked Council to clarify the responsibilities of the public works employees. Council confirmed that the public works department will report to and take direction from Sara. Snow Removal direction comes from Amber and Melissa. Motion to authorize Sara Rhine the authority regarding maintenance, repair, and safety. Ultimately if time is not an issue, decisions will come before Council.

ADJOURNMENT Motion to adjourn meeting at 9:45pm. Moved by Monica Logan, seconded by Ken Rife, approved by all.