

# Newburg Borough Council Meeting | Meeting Minutes 4/18/2022

April 18, 2022 | 6:30 PM | Newburg Borough Office, 105 West Main St., Newburg PA 17240

Member Name	Title		Visitor	Affiliation	
Melissa Negley	Mayor	x			
Amber Metcalfe	Borough President	x			
Monica Logan	Borough Vice President	x			
Francis Moore	Borough Council	x			
Ken Rife	Borough Council	x			
Barry Starliper	Borough Council	x			
Bonnie Aleshire	Borough Treasurer Rep	x			
Matt Bugli	Borough Solicitor	x			
Maureen Reid	Borough Secretary Interim	x			
Katherine Baker	Borough Secretary (New)	x			
		x	Kim Spencer	Hometown Heroes Banner	

Meeting called to order @ 6:34 PM by A. Metcalfe

## Visitors -

1. K. Spencer -
  - a. Hometown Heroes Banner- K.S.-will to handle all facets
  - b. Per Signs Signs in Ship- for bracket \$75, for banner \$150; total cost \$225;
  - c. Shelly (Kim's niece) is graphic designer
  - d. A. Metcalfe discussed walkabout on 4/15 including M. Negley, K. Spencer, M. Logan, and K. Baker; Penelec poles have hardware for flags; apprx 40 poles down Main & High Streets;
  - e. Option to involve Hopewell Twnshp was discussed; M. Bugli stated we did not need a formal agreement involve them, passing motions would suffice;
  - f. Prospective finalization date Veterans Day in November; will discuss in more detail and vote on at future meetings;
  - g. Banners will be property of Newburg to be stored in flag room;
  - h. All handling/financial aspects to be done by Newburg-per solicitor M. Bugli

## Treasurer's Report -

1. Motion to approve report by K.Rife, seconded by F .Moore, approved by all.

## Minute approval -

1. Motion to approve the minutes with corrections from 4/4/22. Moved by F. Moore, seconded by B. Starliper, approved by all.

## President's Report -

1. Need other cameras
2. Need updating flower beds, possibly get gate;
3. The "greens" are considered public space too
4. Access to Borough Information webinars
5. Requested statements from the Joint Authority
6. Grant- we have approx. \$34k-\$38k
  - a. M. Bugli- we have to have an official plan by end of 2023 and has to be spent by 2024; the state will pull money back if it isn't spent or spent properly
  - b. Loss of revenue report can be done multiple times

## Mayor's Report -

1. Lights/decorations have been removed from gazebo
2. Memorial plaque from square-

- a. K. Spencer is to ask the family/daughters in regard to options
- b. Raise tree plaques placed in ground to not get covered by dirt/mulch?
- c. K. Spencer also discussed time capsule on gazebo side

**Secretary's Report** - See Citizen Concerns below;

**Personnel Committee** - see Citizens Concerns below;

**Citizens Concerns** -

1. Street lights need fixed- Curtis Avenue- call made to Penelec
2. Complaints for house across street with rodents/trash- cleanup effort started
3. Sewer bill-
  - a. Complaints with sewer bill being incorrect
  - b. RTK for Hopewell submitted 4/11/22 with 5 days to respond-no response.
  - c. M. Bugli would like to go over guidelines on how to operate with them. (See under New Business) - Waiting on contact from their solicitor.
4. Issues with office phone not picking up on voicemail- fixed.

**New Business**

1. Dissolution/Amendment of Joint Authority
  - a. Requested Statements under RTK act.
  - b. M. Bugli discussed reaching out to their solicitor- Matthew McKnight of Irwin & McKnight to discuss business.
2. Park flower beds with church
  - a. Possible date May 7th for Community Garden Day (to go on website)
  - b. Budget could be set at \$500; will be discussed next meeting
  - c. M. Logan spoke with Judy (Pastor of Church)- we will supply plants and just need manpower
  - d. M. Logan/A. Metcalfe purchased flowers at \$40; we will be needing more as well as soil
  - e. M. Logan will be getting estimates for total cost and report back May 2 to set budget
3. Flowers for gazebo and walkway- see above
  - a. Procure hardy, long lasting shrubs/plants
  - b. Gazebo sign-square needs hardware and is upside down
  - c. Permit out for Kurt Cramer- Boro office fills out street closure
4. Hometown Hero Banner - see above under Visitors
5. Changing Office Hours
  - a. Office Hours: Monday, Wednesday, Friday 8-3-update website
  - b. Tuesdays/Thursdays in office per Katie's discretion
  - c. Meeting Mondays- Katie able to leave and return for meeting
6. Renting power washer
  - a. K. Rife will look into prices at Country Corner
7. Muncy Acct-Add Katie (new secretary)
  - a. Motioned M. Logan 1st approved and K. Rife 2nd
8. Spray office trees
9. American Rescue Act Grant Ideas- See #5 under Unfinished Business

**Unfinished Business**

1. Borough Property Improvements
  - a. Trash cans for park - will use 'temporary trashcan' with brick/stone in it for weights
  - b. Porch Project- M. Bugli gathering info for CDBG grants for sidewalks and fixing porch as well (See #5 Grants) ; Jason (maintenance) getting quotes to replace floor boards/steps/railing
  - c. Storm Grate- B. Aleshire looking into for use of grants

- d. Mirrors fall under public safety as do storm drains/grates
  - e. M. Bugli advised we cannot fill out grants on behalf of Joint Authority.
2. Infrastructure and Town Engineering Concerns
    - a. Pothole list- A. Metcalfe reaching out to Erik
    - b. Storm grating- K. Rife will get prices to remove old/replace w new
  3. Borough Business -
    - a. Committee rosters - need to advertise for everything; for zoning and rental appeals vacancy boards
    - b. Purchase signs for truck traffic to reroute, sign for bus stop, playground ahead, snow route, street signs, K. Rife will look into getting a price per; go over with Jason to check signs already acquired
    - c. 92nd Memorial Day observance- May 22nd; will discuss at next meeting 5/2
  4. Ordinances/Legal/Zoning
    - a. Subdivision Ordinance- pending
    - b. 103 Main St- sidewalk needs repaired before selling house
    - c. 14 East Main St- Ryan Lauck- needs rental inspection/rental approval app
    - d. Subdivision- needs motion to authorize advertising for public hearing- M. Logan 1st moved to motion followed by K. Rife 2nd
  5. Grants - Ongoing & Pending
    - a. CDGB - M. Bugli to find out stipulations (see #1 under Unfinished Business)
    - b. Street projects & highway fund- F. Moore is to reach out to Terry, will email office
    - c. Sidewalk repairs- can be paid for by grant money; possibly adding sidewalk to post office; both crosswalks approx cost \$10k per crosswalk; across main st/outer sides

Roundtable -

1. F. Moore- For Storm water management/drains pay with grants?
2. M. Logan- at park- add some type of water access for water bottles/hose/dog bowl- sign for no pets at park- use Covid funds?

Adjournment 8:42 moved by F. Moore, seconded by B. Starliper, approved by all