

NEW ALBANY BOROUGH

COUNCIL MEETING MINUTES – January 4, 2017

The meeting was called to order at 7:00 PM by Council Vice-President Rodney Lee. The following Council members were in attendance at Roll Call; Rodney Lee, Dave Manley, Carson Turner & Robert Manahan. Also attending were Mayor Daniel Dunham and Secretary Duane Clark.

Minutes:

The reading of the minutes of the 12/21/16 Council meeting was waived as council received the minutes by e-mail in advance of the meeting. No additions or corrections were noted. Motion by Rodney Lee, 2nd by Dave Manley to approve the minutes as presented. Vote: all in favor, none opposed, motion carried.

Treasurer's Report:

The Treasurer's Report was given & discussed. Duane also reviewed the transfers made, Year-to-Date income sources, water/sewer billing, collections and Accounts Receivable balances.

Bills:

The bills to be paid were discussed. Motion by Dave Manley, 2nd by Robert Manahan to pay the bills presented. Roll call vote: all responded "yes", motion carried.

Public Input:

None

Resolutions & Ordinances:

None

Committee Reports:

Code Enforcement: No Report.

Emergency Management: No Report.

Borough Maintenance: No Report.

Highway: It was noted that cinders needed to be ordered. Make sure they are not the black ash anti-skid material.

Park: Discussion was had about getting the picnic tables secured under the pavilions with cable, and also about getting the cameras purchased & installed.

Sewer: Discussion was had about the operating & maintenance status of the blowers & motors and it was reported that all oil changes & greasing had been done.

Water: Jeff McIntire reported that the water testing was still showing higher than normal Chlorine levels and that he had called Fred Johnson again about this.

Executive Session: Council went into Executive Session at 7:30 PM to discuss a personnel topic, and returned from Executive Session at 7:35.

Unfinished Business:

Duane Clark reported on the results of interviewing for a new Secretary/Treasurer. The prospective candidate for the position, Rhonda McCarty joined the council meeting and Council members asked her a number of questions regarding taking over the Secretary/Treasurer position.

Motion by Carson Turner, 2nd by Dave Manley to approve the hire of Rhonda McCarty as the new Borough Secretary/Treasurer at \$800.00 per month while being trained, asking Duane Clark to continue working for the Borough for up to 6 add'l months at \$400.00 per month while training Rhonda. Vote: All in favor, none opposed, motion carried. Rhonda will begin training on 1/23/17.

New Business:

Secretary presented a Division Order from Anondarko to Council & received approval to sign it for the Borough and send it back.

Next regular monthly Meeting: Wednesday, January 18, 2017 at 7:00 PM

Adjournment: The meeting was adjourned at 7:55 PM

Respectfully submitted by Duane Clark, Secretary/Treasurer

NEW ALBANY BOROUGH

COUNCIL MEETING MINUTES – January 18, 2017

The meeting was called to order at 7:00 PM by Council Vice-President Rodney Lee. The following Council members were in attendance at Roll Call; Rodney Lee, Dave Manley, Carson Turner & Robert Manahan. Also attending were Mayor Daniel Dunham and Secretary Duane Clark.

Minutes:

The reading of the minutes of the 1/04/17 Council meeting was waived as council received the minutes by e-mail in advance of the meeting. No additions or corrections were noted. Motion by Dave Manley, 2nd by Carson Turner to approve the minutes as presented. Vote: all in favor, none opposed, motion carried.

Treasurer's Report:

The Treasurer's Report was given & discussed. Duane also reviewed the transfers made, Year-to-Date income sources, water/sewer billing, collections and Accounts Receivable balances.

Bills:

The bills to be paid were discussed. Motion by Robert Manahan, 2nd by Rodney Lee to pay the bills presented. Roll call vote: all responded "yes", motion carried.

Public Input:

None

Resolutions & Ordinances:

None

Executive Session:

None

Committee Reports:

Code Enforcement: Council asked if John Harkins ever got the citation book. Secretary will find out.

Emergency Management: No Report.

Borough Maintenance: No Report.

Highway: Rodney Lee reported that the cinders were delivered.

Park: Discussion was had about getting the picnic tables secured under the pavilions with cable, and also about getting the cameras purchased & installed in the park.

Sewer: Jeff McIntire reported that he got a small heater for the chlorinator shed.

Water: No Report.

Unfinished Business:

None.

New Business:

None.

Next regular monthly Meeting: Wednesday, February 1, 2017 at 7:00 PM

Adjournment: The meeting was adjourned at 7:25 PM

Respectfully submitted by Duane Clark, Secretary/Treasurer

NEW ALBANY BOROUGH

COUNCIL MEETING MINUTES – February 1, 2017

The meeting was called to order at 7:02 PM by Council President Michelle Dunham. The following Council members were in attendance at Roll Call; Michelle Dunham, Dave Manley, Rodney Lee & Robert Manahan. Also attending were Mayor Daniel Dunham, Secretary Duane Clark and Secretary Rhonda McCarty.

Minutes:

The reading of the minutes of the 1/18/17 Council meeting was waived as council received the minutes by e-mail in advance of the meeting. No additions or corrections were noted. Motion by Robert Manahan, 2nd by Rodney Lee to approve the minutes as presented. Vote: all in favor, none opposed, motion carried.

Treasurer's Report:

The Treasurer's Report was given & discussed. Duane also reviewed the transfers made, Year-to-Date income sources, water/sewer billing, collections and Accounts Receivable balances.

Bills:

The bills to be paid were discussed. Motion by Rodney Lee, 2nd by Robert Manahan to pay the bills presented. Roll call vote: all responded "yes", motion carried.

Public Input:

None

Resolutions & Ordinances:

None

Executive Session:

None

Committee Reports:

Code Enforcement: Discussion was had about John Harkins getting a citation book. Secretary reported that John said that he had not gotten one.

Emergency Management: Michelle Dunham reported that a Borough resident was interested in being the Emergency Management Coordinator.

Borough Maintenance: No Report.

Highway: Discussion was had about the need to get a pothole fixed in front of the fire truck garage.

Park: Discussion was had about getting a lawn mower for the park. A couple of price quotes were discussed. Council consensus was to continue watching for a sale to get the best deal.

Sewer: No Report.

Water: Jeff McIntire reported that the chlorine levels were still high in the water and Fred Johnson still had not replied to any of his calls. Michelle Dunham said she would call Fred and see what needs to be done.

Unfinished Business:

None.

New Business:

Borough Spring Clean-up day was discussed. Secretary was asked to get a price quote on 3 30 Yd dumpsters from River Valley Waste Management in Wyalusing & see what days were available with them.

Next regular monthly Meeting: Wednesday, February 15, 2017 at 7:00 PM

Adjournment: The meeting was adjourned at 7:32 PM

Respectfully submitted by Duane Clark, Secretary/Treasurer

NEW ALBANY BOROUGH

COUNCIL MEETING MINUTES – February 15, 2017

The meeting was called to order at 7:10 PM by Council Vice-President Rodney Lee. The following Council members were in attendance at Roll Call; Dave Manley, Rodney Lee, Carson Turner & Robert Manahan. Also attending were Mayor Daniel Dunham, Secretary Duane Clark and Secretary Rhonda McCarty.

Minutes:

The reading of the minutes of the 2/01/17 Council meeting was waived as council received the minutes by e-mail in advance of the meeting. Corrections were noted. Motion by Robert Manahan, 2nd by Rodney Lee to approve the minutes as corrected. Vote: all in favor, none opposed, motion carried.

Treasurer's Report:

The Treasurer's Report was given & discussed. Duane also reviewed the transfers made, Year-to-Date income sources, water/sewer billing, collections and Accounts Receivable balances.

Bills:

The bills to be paid were discussed. Motion by Dave Manley, 2nd by Robert Manahan to pay the bills presented. Roll call vote: all responded "yes", motion carried.

Public Input:

None

Resolutions & Ordinances:

None

Executive Session:

None

Committee Reports:

Code Enforcement: Discussion was had about John Harkins getting a citation book. John got copies of citation letters previously sent, to file with Judge Clark. It was also discussed that he needed a Borough identification badge as Code Enforcement Officer. Duane took pictures of John Harkins, Jeff McIntire and Dave Manley and will get ID badges made for all 3 of them.

Emergency Management: No Report.

Borough Maintenance: No Report.

Highway: Discussion was had about applying for the next street repair & drainage project grants.

Park: Dan Dunham discussed getting the cameras installed at the park. Calaman's Computers could get the camera system and work on installation early this Spring. Discussion was had about getting some electric work done at the same time.

Sewer: Discussion was had about the amount of additional water that comes through the sewer system when it rains, and the need for finding out where the storm water is coming from.

Water: The 2nd water meter reader was finally returned by L/B Water. Jeff will test if it works properly & use it after installing new meters & readers.

Unfinished Business:

Discussion was had about the Borough Spring Clean-up day. It was the consensus of Council to have it on Saturday May 13th, and Duane is to call NTSWA and confirm dumpster delivery before that date.

New Business:

None.

Next regular monthly Meeting: Wednesday, March 1, 2017 at 7:00 PM

Adjournment: The meeting was adjourned at 8:00 PM

Respectfully submitted by Duane Clark, Secretary/Treasurer

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
MARCH 1, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on March 1, 2017. The meeting was called to order at 7:10 p.m. by Council President Michelle Dunham. All present observed a moment of silence followed by the Pledge of Allegiance.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Robert Manahan, Dave Manly, and Carson Turner.

ABSENT: Rodney Lee and Philip DeLong

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary Duane Clark, Secretary Rhonda McCarty, Ordinance Enforcement Officer John Harkins, and Borough Employee Jeff McIntire

PUBLIC:

Laura McIntire

APPROVAL OF MINUTES:

The minutes of the February 15, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Dave Manley made the motion to accept the minutes as presented. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay 4 bills was presented to Council. Dave Manley made the motion to pay the bills. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT:

None

RESOLUTIONS & ORDINANCES:

A copy of the Borough Driveway Maintenance Ordinance will be mailed to property owners on Lawrence Street. Driveways need proper drainage to prevent further erosion of this street.

There was discussion about having inmates from the Bradford County Prison perform maintenance work in the Borough. Weeds and brush on Lawrence Street need to be trimmed now before the Spring growth begins.

EXECUTIVE SESSION:

None

COMMITTEE REPORTS:

ORDINANCE ENFORCEMENT: There was a lengthy discussion in regard to the importance of enforcing the Borough Ordinances. John needs a citation book. Dan and Michelle will work on obtaining a book for John.

EMERGENCY MANAGEMENT: No Report.

BOROUGH MAINTENANCE: No Report.

HIGHWAY: Mud needs to be removed from the street surface at the intersection of Cherry Alley and White Alley and replaced with gravel. Secretary McCarty will call Randy Wilcox to ask for an estimate to perform this work.

The pot hole in the street by the fire company building has been filled.

There is a pot hole at the intersection of Maple Street and Route 220. A curb box needs to be raised before this pot hole can be filled. There was discussion that possibly Terry Solleck or PA Rural Water could raise the curb box.

PARK: Dan has contacted Jerry Calaman about updating the electrical wiring at the Park.

There will be an Easter Egg Hunt at the Park on April 15 at noon.

SEWER: Nothing to report

WATER: Nothing to report

UNFINISHED BUSINESS:

There was further discussion about purchasing a riding mower. A decision was made to purchase a Sears Craftsman 42" 19 HP Riding Mower. Michelle Dunham made the motion to purchase the Sears Craftsman riding mower. Carson Turner seconded the motion. Vote: all in favor, none opposed, motion carried.

NEW BUSINESS:

None.

The meeting was adjourned at 8:22 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
APRIL 5, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on April 5, 2017. The meeting was called to order at 7:05 p.m. by Council Vice-President Rodney Lee. All present observed a moment of silence followed by the Pledge of Allegiance.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Rodney Lee, Robert Manahan, Dave Manley, and Carson Turner.

ABSENT: Michelle Dunham and Phillip DeLong

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary Duane Clark, Secretary Rhonda McCarty, and Borough Employee Jeff McIntire

PUBLIC:

Laura McIntire

APPROVAL OF MINUTES:

The minutes of the March 1, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. A correction to the meeting minutes was noted. Robert Manahan made the motion to accept the minutes as corrected. Carson Turner seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Rodney Lee made the motion to pay the bills. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members received a verbal Treasurer's Report. The report was accepted by the President.

PUBLIC INPUT:

None

RESOLUTIONS & ORDINANCES:

Bank Resolution 2017-1 was presented to Council for approval. This resolution grants approval to Citizens and Northern Bank to add Secretary McCarty on all Borough bank accounts. Rodney Lee made a motion to approve Bank Resolution 2017-1. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

EXECUTIVE SESSION:

None

COMMITTEE REPORTS:

ORDINANCE ENFORCEMENT: No Report.

EMERGENCY MANAGEMENT: No Report.

BOROUGH MAINTENANCE: Council discussed repairing the bulletin board by the post office and set a \$500 limit on the cost of the repairs. Robert Manahan and Jeff McIntire will perform the repairs. Rodney Lee made a motion to repair the bulletin board. Carson Turner seconded the motion. Vote: all in favor, none opposed, motion carried.

HIGHWAY/STREETS: There are speed limit and school bus signs that need to be straightened. Council asked Jeff McIntire to straighten these signs.

There have been complaints by Borough residents about the condition of Lawrence Street. Water drainage issues from properties on Lawrence Street need to be corrected before Council will invest in repairing this street.

Discussion was entertained in reference to the poor snow plowing during the Blizzard of 2017. Discussion ended with a conclusion that the snow plowing was performed to the best of their ability considering the huge amount of snow that fell.

Northern Tier Solid Waste Authority will be in the Dushore area performing street sweeping April 26, 2017-May 4, 2017. Council discussed contacting NTSWA about sweeping Borough streets and set a maximum to be spent of \$600. Rodney Lee made a motion to contact NTSWA to request an estimate. Dave Manly seconded. Vote: all in favor, none opposed, motion carried.

It was suggested to purchase two barn sweeping brooms. Rodney Lee made a motion to approve the purchase of two brooms. Dave Manly seconded. Vote: all in favor, none opposed, motion carried.

PARK: The new Borough riding lawnmower is scheduled to be delivered on April 7, 2017.

Cameras are scheduled to be installed at the Borough Park on April 22, 2017.

The Park concession stand will be open this summer. It will be manned by a local high school student fulfilling their high school senior project requirement.

The Child Evangelism Fund Day Camp will be held at the Park this summer.

SEWER: Nothing to report

WATER: Peg McGroarty will be sent an invoice for wiring that was destroyed by her tenant at 90 Main Street while Borough Maintenance was replacing a water meter there.

Some water meters have been replaced and a list was given to Borough Maintenance that included water meters that still need to be repaired or replaced.

Duke Chilson's house at 420 Front Street is up for Sheriff's Sale. A lien will need to be placed on the deed as there is a balance due on the Water/Sewer Account.

UNFINISHED BUSINESS:

Wilcox Automotive has not submitted an estimate or contacted any Council Member in regard to the repairs needed on Cherry and White Alleys. Secretary McCarty will contact them again.

NEW BUSINESS:

Council discussed properties in the Borough that are in need of repair. It was suggested to meet with Ordinance Enforcement Officer John Harkins to pinpoint properties that need to be addressed.

Rodney Lee made a motion to adjourn the meeting. Dave Manly seconded the motion. The meeting was adjourned at 8:20 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
MAY 3, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on May 3, 2017. The meeting was called to order at 7:00 p.m. by Council President Michelle Dunham. All present observed a moment of silence followed by the Pledge of Allegiance.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Robert Manahan, Dave Manley, and Carson Turner.

ABSENT: Rodney Lee and Phillip DeLong

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, Borough Employee Jeff McIntire, EMC Dale Hatch, and Ordinance Enforcement Officer John Harkins

PUBLIC:

Laura McIntire

APPROVAL OF MINUTES:

The minutes of the April 5, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Robert Manahan made the motion to accept the minutes as presented. Michelle Dunham seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Carson Turner made the motion to pay the bills. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT:

None

RESOLUTIONS & ORDINANCES:

None

EXECUTIVE SESSION:

None

COMMITTEE REPORTS:

ORDINANCE ENFORCEMENT: John now has blank, non-traffic, citation tickets which he will utilize to fine residents who are not obeying Borough ordinances. Once again, there was a lengthy discussion about residents not obeying Borough ordinances; such as, sidewalk parking, riding lawnmowers on the streets, curfew, and property maintenance.

EMERGENCY MANAGEMENT: Dale attended an EMC meeting on April 26, 2017. His plans are to become a certified EMC.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Dan and Jeff will inspect the Borough streets to determine where repairs are needed this year.

The Borough has been approved by the Bradford County Correctional Facility to participate in the Community Workforce Inmate Program. We will be utilizing the inmates to sweep the Borough streets. Michelle Dunham made a motion to purchase five “barn” brooms to be used in sweeping the streets. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried. Michelle Dunham also made a motion to purchase “road closed signs”, two barriers, and orange paint to be used in the street sweeping project. Carson Turner seconded the motion. Vote: all in favor, none opposed, motion carried.

PARK: Three sets of flood lights will be replaced with motion detector lights.

Eight surveillance cameras have been installed at the Park. Signs need to be posted stating that there are video cameras in use. Michelle Dunham made a motion to purchase three, 12” x 18” metal “This property protected by video surveillance” signs from Powell’s Sales & Service. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried.

Dan Dunham, John Harkins, Dave Manley, and Michelle Dunham were assigned as operators of the cameras. Only the assigned operators may watch the camera tapes and the date and time of the viewing is required to be recorded in a log book. This book will be retained by the Borough Secretary/Treasurer.

SEWER: Matt & Glenda McGroarty’s tenants at their 377 Main Street building are storing their equipment in the road right-of-way. Also, there has been nails strewn over the street.

The light bulb on the Railroad Street grinder pump needs to be replaced.

In regard to the grinder pump electrical problem on Railroad Street, residents Chelsey Snyder & Dallas Hanna submitted a receipt for the purchase of a toilet and installation costs and a receipt from Roto-Rooter asking that the Borough reimburse them for these expenses. Michelle Dunham made a motion to reimburse Chelsey and Dallas for the \$195.00 Roto-Rooter receipt. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

WATER: Council discussed the need to purchase a metal detector to locate water shut off valves. Dan Dunham will contact Jerry Calaman for prices.

It is time to flush fire hydrants. Hydrants that are not working will be repaired.

UNFINISHED BUSINESS:

Randy Wilcox of Wilcox Automotive met with Carson Turner about the repairs needed to Cherry and White Alleys. To date, the Borough still has not received an estimate.

NEW BUSINESS:

Secretary’s Bond- The insurance underwriter is requiring the Borough to have their bank accounts reconciled by someone other than the person who makes deposits and withdrawals on those accounts. Council will have former secretary/treasurer Duane Clark reconcile the monthly statements.

The meeting adjourned at 8:15 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
MAY 17, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on May 17, 2017. The meeting was called to order at 7:00 p.m. by Council President Michelle Dunham. All present observed a moment of silence followed by the Pledge of Allegiance.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Robert Manahan, Dave Manley, and Carson Turner.

ABSENT: Rodney Lee and Phillip DeLong

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, Interim Secretary/Treasurer Duane Clark, Borough Employee Jeff McIntire, and Ordinance Enforcement Officer John Harkins

PUBLIC:

Laura McIntire, Mike McGroarty, Margaret McGroarty, Carolyn Harkins, Sharon Ashby, Charles Burke, Virginia Hugo, and Sidney Hugo

APPROVAL OF MINUTES:

The minutes of the May 3, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. A correction to the meeting minutes was noted. Robert Manahan made the motion to accept the minutes as corrected. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Carson Turner made the motion to pay the bills. Michelle Dunham seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT:

Mike and Margaret McGroarty expressed dissatisfaction that their 90 Main Street tenant's water was not shut off several months ago when the account balance was sixty days past due. Currently that location's balance is \$1,245.50. Interim Secretary/Treasurer Duane Clark apologized to the McGroarty's stating that the water service should have been shut off several months ago. The McGroarty's do not want the water reinstated until the past due balance is paid in full. The McGroarty's were informed by Council that going forward all of their rental properties' water/sewer accounts will be put in their name not their tenant's name.

Virginia and Sidney Hugo inquired to Council as to when repairs will be done to Lawrence Street and Fawcett Avenue. As Council has discussed many times in the past, the drainage issues coming from the properties on Lawrence Street need to be addressed by the homeowners and corrected. Council has been working on acquiring a grant to fix these streets; unfortunately, there has not been much success with this.

There was, also, a lengthy discussion about barking dogs, properties with accumulated garbage and junk in their lawns, and the problem tenants that live in the numerous rentals in the Borough.

Many of the Borough Ordinances were discussed; such as, curfew and property maintenance. Several of the attending residents stressed that the Borough Ordinances need to be enforced.

RESOLUTIONS & ORDINANCES:

None

EXECUTIVE SESSION:

None

COMMITTEE REPORTS:

ORDINANCE ENFORCEMENT: Ordinance Officer John Harkins will be fining property owners in violation of the Borough Ordinances.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Council discussed purchasing a load of gravel to fill pot holes on Lawrence Street. Unfortunately, any gravel put in these pot holes will be washed away by heavy rains and end up in the drain at the bottom of the hill.

In preparation for the street sweeping project, Council decided additional cones and vests are needed. Michelle Dunham made a motion to purchase six vests and up to six cones. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

PARK: There has been more vandalism at the Borough Park. The surveillance cameras will be viewed. The concession stand will be open for Memorial Day and be staffed by two high school seniors fulfilling their Senior Project.

SEWER: John Robinson is considering building a new home on Railroad Street. He has contacted Council seeking approval for water/sewer hook-up. Michelle Dunham made a motion to supply water and sewer services on Railroad Street to John Robinson should he finalize plans to construct a home at this location. Carson Turner seconded the motion. Vote: all in favor, none opposed, motion carried.

WATER: Nothing to report.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

The meeting adjourned at 8:43 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
JUNE 21, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on June 21, 2017. The meeting was called to order at 7:03 p.m. by Council President Michelle Dunham. All present observed a moment of silence followed by the Pledge of Allegiance.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Rodney Lee, Robert Manahan, and Dave Manley.

ABSENT: Carson Turner and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, and Borough Employee Jeff McIntire.

PUBLIC:

Robyn D'Anna, Amanda Boyer, Eric Casanave, and Laura McIntire.

2014 CDBG ENGINEERING BID OPENING

Robyn D'Anna and Amanda Boyer from the Bradford County Grants Office were present for the opening of bids for a grant that the Borough has received. The grant will be used for repairs to the Fawcett Avenue Bridge, the replacement of a crushed culvert pipe crossing Fawcett Avenue, and the replacement of a drainage pipe along Lawrence Street. Two companies, Stiffler McGraw and Bassett Engineering, submitted a bid. Council is asking Attorney Foster to review the bids and provide advice on the best option.

APPROVAL OF MINUTES:

The minutes of the May 17, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Michelle Dunham made the motion to accept the minutes as presented. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Rodney Lee made the motion to pay the bills. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT:

None

RESOLUTIONS & ORDINANCES:

BLUE RIDGE CABLE FRANCHISE AGREEMENT: Michelle Dunham made a motion to renew and extend the franchise agreement for an additional ten year term until December 31, 2027. Rodney Lee seconded the motion. Vote: all in favor, none opposed, motion carried.

EXECUTIVE SESSION:

Council held an executive session from 7:45 p.m.-7:52 p.m. to discuss personnel matters. Michelle Dunham made a motion to approve an hourly wage increase for Jeff McIntire. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried.

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Secretary McCarty presented an estimate to Council from Calaman's Computers to purchase an external hard drive to back-up the Borough laptop. Prices will be obtained from other sources. Michelle Dunham made a motion to approve purchasing an external hard drive for an amount not to exceed \$140. Rodney Lee seconded the motion. Roll call vote: all responded "yes", motion carried.

ORDINANCE ENFORCEMENT: Council discussed making the Ordinance Enforcement Officer position a paid position.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: ROBERT'S PAVING ESTIMATE (M.R. DIRT PAVING). This estimate is for paving repairs to Fawcett, Maple, Main, May, and Wood streets. Michelle Dunham made a motion to accept the estimate from Robert's Paving(M.R. Dirt Paving). Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried.

PARK: Nothing to report.

SEWER: Michelle Dunham made a motion to purchase a pressure washer for \$175.00 to be used at the Sewer Plant. Rodney Lee seconded the motion. Roll call vote: all responded "yes", motion carried.

WATER: Michelle Dunham made a motion to purchase a water pipe locator wand for an amount not to exceed \$600. Rodney Lee seconded the motion. Roll call vote: all responded "yes", motion carried.

UNFINISHED BUSINESS: APPROVE PURCHASE OF GRINDER PUMP FOR JOHN ROBINSON NEW HOME CONSTRUCTION ON RAILROAD ST. This was tabled until construction begins.

NEW BUSINESS:

None

The meeting adjourned at 8:35 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
JULY 5, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on July 5, 2017. The meeting was called to order at 7:00 p.m. by Council President Michelle Dunham.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Rodney Lee, Robert Manahan, and Carson Turner.

ABSENT: Dave Manley and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, and Borough Employee Jeff McIntire.

PUBLIC:

Laura McIntire.

APPROVAL OF MINUTES:

The minutes of the June 21, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. A correction to the meeting minutes was noted. Robert Manahan made the motion to accept the minutes as corrected. Rodney Lee seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Rodney Lee made the motion to pay the bills. Carson Turner seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT:

None

RESOLUTIONS & ORDINANCES:

EXECUTIVE SESSION:

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Nothing to report.

ORDINANCE ENFORCEMENT: There was more discussion about making the Ordinance Enforcement Officer position a paid position.

Council discussed creating an ordinance for inspection of rental properties. The building would need to be inspected and meet code specifications before being allowed to rent.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Inmates from the Bradford County Correctional Facility will be doing more work in the Borough this month.

PARK: There have been many Park rental reservations made for this summer.
Council added Jeff McIntire to the list of approved individuals to view the security camera tapes.

SEWER: Michelle Dunham made a motion to rent a brush hog and a chainsaw for an amount not to exceed \$100 for clearing of brush, weeds, grass, etc. around the sewer plant and water tower in order to meet DEP regulations. Rodney Lee seconded the motion. Roll call vote: all responded "yes", motion carried.

WATER:

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

The meeting adjourned at 7:35 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
AUGUST 2, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on August 2, 2017. The meeting was called to order at 7:02 p.m. by Council President Michelle Dunham.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Rodney Lee, Robert Manahan, and Carson Turner.

ABSENT: Dave Manley and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham and Secretary/Treasurer Rhonda McCarty

PUBLIC:

Eric Casanave

APPROVAL OF MINUTES:

The minutes of the July 5, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Michelle Dunham made the motion to accept the minutes as presented. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Rodney Lee made the motion to pay the bills. Michelle Dunham seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT:

Residents expressed concern in regard to a tree located on the 169 Main Street property. The tree is dyeing and needs to be removed. The property owners will be contacted.

RESOLUTIONS & ORDINANCES:

EXECUTIVE SESSION:

2014 CDBG:

Michelle Dunham made a motion to hire Stiffer McGraw to perform the engineering work for the 2014 CDBG project. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried.

Michelle Dunham made a motion to authorize Mayor Dan Dunham to sign the general permit application for the CDBG bridge project. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried.

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: NAVFD 2016 Financial Report & Fire Calls Report has been received.

ORDINANCE ENFORCEMENT: Council discussed residents who are burning items such as; plastic, that should not be burned in the Borough.

Michelle has located an individual interested in the Ordinance Enforcement position.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Inmates will be working in the Borough August 25-31, except for the 28th.

PARK: Nothing to report.

SEWER: Plant is running well. Council discussed purchasing a chainsaw in lieu of renting.

WATER: Accounts Receivable was reviewed.

UNFINISHED BUSINESS:

Council discussed the purchase of a new grinder pump for the Railroad St location where Jon Robinson will be constructing a new home.

NEW BUSINESS:

Rodney Lee asked for permission to close Main Street on September 17 from 10:00 a.m.-2:00 p.m. for the Community Fall Festival hosted by the Baptist church. Michelle Dunham made a motion to approve the closure of Main Street on September 17 from 10:00 a.m.-2:00 p.m. Carson Turner seconded the motion. Vote: 3 yes, 1 no, motion carried.

The meeting adjourned at 7:42 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
SEPTEMBER 6, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on September 6, 2017. The meeting was called to order at 7:20 p.m. by Council Vice President Rodney Lee.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Rodney Lee, Robert Manahan, Dave Manley, and Carson Turner.

ABSENT: Michelle Dunham and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, & Borough Employee Jeff McIntire.

PUBLIC:

Laura McIntire

APPROVAL OF MINUTES:

The minutes of the August 2, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. A correction to the meeting minutes was noted. Robert Manahan made a motion to accept the minutes as corrected. Rodney Lee seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Carson Turner made the motion to pay the bills. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the Vice President and it was placed on file for audit.

PUBLIC INPUT: None

RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: None

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Nothing to report.

ORDINANCE ENFORCEMENT: Several Council members stressed the importance of having an active Ordinance Enforcement Officer. There was more discussion about hiring someone for this position.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Council discussed needing a start date from M.R. Dirt as to when the potholes will be paved on the Borough streets. Secretary McCarty was asked to contact M.R. Dirt.

PARK: Council instructed Jeff to close the Park.

SEWER: Nothing to report.

WATER: Accounts Receivable was reviewed. Five shut off notices have been mailed. Rodney Lee made a motion to approve the Borough paying for Jeff McIntire to attend a Water Meters Operation & Maintenance seminar that is being held on September 27. Dave Manley seconded the motion. Roll call vote: all responded “yes”, motion carried.

UNFINISHED BUSINESS: A utility company has been contacted about the rotten tree on the Berkley property.

NEW BUSINESS: Nothing to discuss.

The meeting adjourned at 8:00 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
SEPTEMBER 20, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on September 20, 2017. The meeting was called to order at 7:04 p.m. by Council President Michelle Dunham.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Robert Manahan, Dave Manley, and Carson Turner.

ABSENT: Rodney Lee and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, & Borough Employee Jeff McIntire.

PUBLIC:

Laura McIntire & Jim Canning

APPOINTMENT/SWEARING IN OF NEW COUNCIL MEMBER:

Laura McIntire submitted a signed Affidavit of Residency form and a Statement of Financial Interests form to Council. Michelle Dunham made a motion to approve Resolution 09-20-2017 for the appointing of Laura McIntire as a member of Borough Council to fill a vacant position until the next required election. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried. Council President Michelle Dunham administered the Oath of Office to Laura McIntire.

APPROVAL OF MINUTES:

The minutes of the September 6, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Robert Manahan made a motion to accept the minutes as presented. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Michelle Dunham made the motion to pay the bills. Carson Turner seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT: None

RESOLUTIONS & ORDINANCES:

Council discussed the need for revising the Water/Sewer Ordinance via new Resolution. Also, Council discussed investing in Jeff McIntire obtaining his Sewer Plant operator's license which could save the Borough \$6,000 or more per year.

EXECUTIVE SESSION:

Council entered into Executive Session at 7:22 p.m. to discuss a personnel item and returned from Executive Session at 7:25 p.m.

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Michelle Dunham made a motion to purchase a two drawer filing cabinet with a cost of up to \$100. Dave Manley seconded the motion. Roll call vote: all responded “yes”, motion carried. Secretary/Treasurer Rhonda McCarty asked Council to approve payment for a PSATS Basic Training for Township Secretaries and Administrators class that she attended on September 14. Michelle Dunham made the motion to approve payment of the PSATS class. Carson Turner seconded the motion. Roll call vote: all responded “yes”, motion carried.

ORDINANCE ENFORCEMENT: Nothing to report.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Bradford County inmates cleaned ditches and catch basins, edged sidewalks, swept streets, filled sand bags, cut brush around the water tower, and started closing the Park. M.R. Dirt paved potholes on Wood Street and the Fawcett Ave bridge top. On Maple Street two water main collars are broken. M.R. Dirt will replace these and finish paving. Council discussed the Municipal Road Name Sign Replacement Program that Bradford County is offering to municipalities.

PARK: The New Albany Children’s Fund will be holding Halloween Trick or Treating in the Borough on October 29 from 4:00 to 6:00 p.m. There will be fun activities at the Park following Trick or Treating.

SEWER: Blowers are not alternating at the Sewer Plant. Michelle Dunham made a motion to contact Mountain Lake Electric to service the blowers at the Sewer Plant. Robert Manahan seconded the motion. Roll call vote: all responded “yes”, motion carried.

WATER: Nothing to report.

UNFINISHED BUSINESS:

Hiring of Ordinance Enforcement Officer Michelle Dunham made a motion to approve Resolution 09-20-2017-2 for the hiring of Jim Canning as the new Borough Ordinance Enforcement Officer and he will be paid \$15 per hour. Robert Manahan seconded the motion. Roll call vote: all responded “yes”, motion carried. Mayor Dunham administered the Oath of Office to Jim Canning. Jim is a certified Pennsylvania State Constable, is employed by the Bradford County Courthouse where he serves Court Orders for the Domestic Relations Office and Tax Notices for the Treasurer’s Office, and is a Humane Police Officer for Bradford and Sullivan County.

Tree on Berkely property- The Borough is working with Penelec.

NEW BUSINESS:

Council set budget workshop meetings for October 15 @ 12:15 p.m. and October 29 @ 12:15 p.m.

The meeting adjourned at 8:04 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
OCTOBER 4, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on October 4, 2017. The meeting was called to order at 7:09 p.m. by Councilmember Robert Manahan.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Robert Manahan, Dave Manley, Carson Turner, and Laura McIntire.

ABSENT: Michelle Dunham, Rodney Lee and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, & Borough Employee Jeff McIntire.

PUBLIC:

None

APPROVAL OF MINUTES:

The minutes of the September 20, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Robert Manahan made a motion to accept the minutes as presented. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Dave Manley made the motion to pay the bills. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by Council and it was placed on file for audit.

PUBLIC INPUT: None

RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: None

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Nothing to report.

ORDINANCE ENFORCEMENT: On Saturday, Jim Canning will serve letters to residents who are violating borough ordinances.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Dave Manley made a motion to have Randy Wilcox (Wilcox Automotive) order a load of cinders at a cost of \$19.50 per ton. Laura McIntire seconded the motion. Roll call vote: all responded "yes", motion carried.

PARK: Council instructed Jeff to winterize the Park.

SEWER: Council discussed repairing the “basket” that is used at the Sewer Plant. Chlorinator pump hoses need to be replaced.

WATER: Nothing to report.

UNFINISHED BUSINESS:

Tree on Berkely property- Penelec will address the tree in the near future.

NEW BUSINESS:

Carson Turner made a motion to purchase a chainsaw with a purchase price not to exceed \$200. Dave Manley seconded the motion. Roll call vote: all responded “yes”, motion carried.

A first draft of the 2018 Budget was distributed the Council Members.

The meeting adjourned at 8:20 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
NOVEMBER 1, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on November 1, 2017. The meeting was called to order at 7:11 p.m. by Council President Michelle Dunham.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Robert Manahan, Dave Manley, and Carson Turner.

ABSENT: Rodney Lee, Laura McIntire, and Phillip DeLong.

OTHERS ATTENDING:

Secretary/Treasurer Rhonda McCarty

PUBLIC:

None

APPROVAL OF MINUTES:

The minutes of the October 4, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Carson Turner made a motion to accept the minutes as presented. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Robert Manahan made the motion to pay the bills. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT: None

RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: None

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Council discussed an invitation from the Wyalusing Area School District to attend the annual, semi-formal, roundtable discussion with municipal officials meeting on November 10, 2017.

ORDINANCE ENFORCEMENT: Ordinance Enforcement Officer Jim Canning has been placing door hangers on the door of residents who are violating Borough ordinances.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Michelle Dunham made a motion to approve the payment of two Stiffler McGraw invoices (one is dated 9/20/17 for the Fawcett Avenue Bridge Rehabilitation Project and the other invoice is dated 10/16/17 for the Fawcett Avenue Culvert Replacement). These invoices will be paid by the Bradford County Grants Department; funding via the Community Development Block Grant. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried.

PARK: The Park has been winterized. Council discussed moving the road work supplies back to the building at the Park.

SEWER: Council discussed the retirement of Fred Johnson from the Towanda Municipal Authority. Going forward, Towanda Municipal Authority will be using Fairway for lab tests.

WATER: Nothing to report.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

The meeting adjourned at 7:37 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
NOVEMBER 15, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on November 15, 2017. The meeting was called to order at 7:07 p.m. by Council President Michelle Dunham. All present observed a moment of silence followed by the Pledge of Allegiance.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Robert Manahan, Dave Manley, Carson Turner, and Laura McIntire.

ABSENT: Rodney Lee and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, & Borough Employee Jeff McIntire

PUBLIC:

Virginia Hugo and Sidney Hugo

APPROVAL OF MINUTES:

The minutes of the November 1, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. A correction to the meeting minutes was noted. Robert Manahan made a motion to accept the minutes as corrected. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Carson Turner made a motion to pay the bills. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT: Virginia and Sidney Hugo thanked Council for the repairs to Lawrence Street. Also, they expressed frustrations over residents who are violating Borough ordinances.

RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: None

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Discussed the Solvency Fee letter (pertains to Unemployment Compensation)

ORDINANCE ENFORCEMENT: Ordinance Enforcement Officer Jim Canning submitted a report outlining all the conversations he has had with Borough residents that are violating ordinances.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Opening of snow plowing and cindering bids. Wilcox Automotive was the only bid received. Michelle Dunham made a motion to award Wilcox Automotive the 2018 snow plowing and cindering contract with the Borough at a rate of \$59.00/hour for all services performed. Carson Turner seconded the motion. Roll call vote: all responded "yes", motion carried.

Michelle Dunham made a motion to approve the payment of two Stiffler McGraw invoices (one is for the Fawcett Avenue Bridge Rehabilitation Project; dated 10/31/17 and the other invoice is for the Lawrence Street Culvert Replacement Project; dated 10/31/17). These invoices will be paid by the Bradford County Grants Department; funding via the Community Development Block Grant. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried

PARK: Nothing to report

SEWER: Discussed problems with filters getting clogged on Sewer Plant equipment.

WATER: Jeff was given several maintenance work orders.

UNFINISHED BUSINESS: None

NEW BUSINESS: None

The meeting adjourned at 8:17 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
DECEMBER 20, 2017

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on December 20, 2017. The meeting was called to order at 7:03 p.m. by Council President Michelle Dunham. All present observed a moment of silence followed by the Pledge of Allegiance.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Robert Manahan, Dave Manley, Carson Turner, and Laura McIntire.

ABSENT: Rodney Lee and Phillip DeLong.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, & Borough Employee Jeff McIntire

PUBLIC:

None

APPROVAL OF MINUTES:

The minutes of the November 15, 2017 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. A correction to the meeting minutes was noted. Dave Manley made a motion to accept the minutes as corrected. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

Approval to pay bills was presented to Council. Carson Turner made a motion to pay the bills. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried. Council Members reviewed the Treasurer's Report. The report was accepted by the President and it was placed on file for audit.

PUBLIC INPUT: Michelle Dunham stated that she is receiving positive feedback from Borough residents approving of Ordinance Enforcement Officer Jim Canning dealing with ordinance violators.

RESOLUTIONS & ORDINANCES: Council approved four resolutions.

Michelle Dunham made a motion to approve Act 42-Category 4 Casino Opt-Out Resolution 2017-12-A. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried. This resolution gives all municipalities within the Commonwealth the option to prohibit or opt-out of having a Category 4 casino located within their municipal boundaries.

Michelle Dunham made a motion to approve Opposition to House Bill 1620 (Wireless Infrastructure Deployment) Resolution 2017-12-B. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried. This Bill, if passed, will rob municipalities of virtually all control over zoning and fees for use of our right-of-ways for now and future wireless towers and antenna placements for DAS and 5G.

Michelle Dunham made a motion to approve the setting of 2018 water rates and fees Resolution 2017-12-C. Laura McIntire seconded the motion. Roll call vote: all responded "yes", motion carried. Flat monthly fee is \$15.00 plus \$5.75 per every 1,000 gallons of water used.

Michelle Dunham made a motion to approve the setting of 2018 sewer rates and fees Resolution 2017-12-D. Robert Manahan seconded the motion. Roll call vote: all responded "yes", motion carried. Flat monthly fee is \$29.50 plus \$5.75 per every 1,000 gallons of water used.

EXECUTIVE SESSION: None

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Nothing to report.

ORDINANCE ENFORCEMENT: Michelle Dunham made a motion to approve the payment of the 2018 Bradford County Humane Society Animal Sheltering Agreement. Carson Turner seconded the motion. Roll call vote: all responded “yes”, motion carried.

EMERGENCY MANAGEMENT: Nothing to report.

BOROUGH MAINTENANCE: Nothing to report.

HIGHWAY/STREETS: Michelle Dunham made a motion to approve the payment of a Stiffler McGraw invoice for the Fawcett Avenue Bridge Rehabilitation Project; dated 11/7/17. This invoice will be paid by the Bradford County Grants Department; funding via the Community Development Block Grant. Laura McIntire seconded the motion. Roll call vote: all responded “yes”, motion carried.

Secretary McCarty was instructed to contact Stiffler McGraw and inquire as to when bids will be released for the current CDBG projects.

Michelle Dunham made a motion to approve the 2018 Stiffler McGraw Engineering Services Agreement. Therefore, signifying that Stiffler McGraw will serve as the Borough’s Engineer for the 2018 calendar year. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

Jeff McIntire reported that the street sign at the corner of Railroad & May was knocked down. Council asked Jeff to make the necessary repairs to the sign and replace the sign in its’ original location.

Railroad Street is full of potholes and Borough residents siding on that street are asking for them to be filled. Council Member Robert Manahan stated that in the PennDOT District 3-0 Municipal Services Fall Newsletter waste/comingled millings are available from PennDOT at no cost to Boroughs and Townships. Manahan suggested that the Borough contact PennDOT to request receiving some of these “waste” materials in early spring. He feels they will work well to fill in the pot holes on Railroad St as well as other problem areas on Borough streets. Secretary McCarty will contact PennDOT.

PARK: Nothing to report.

SEWER: Brickhouse serviced the generator and replaced the dead battery. They reminded Council that the generator needs to be serviced annually.

Jeff repaired a blue hose that had frozen and broke. The hose pumps out sludge.

WATER: A Maggie Metal Detector has been ordered. It will be used to locate water shut off valves. Michelle Dunham made a motion to approve the payment of \$685.00 for the metal detector. Robert Manahan seconded the motion. Roll call vote: all responded “yes”, motion carried.

UNFINISHED BUSINESS:

2018 Proposed Budget- Michelle Dunham made a motion to approve the 2018 Proposed Budget. Robert Manahan seconded the motion. Roll call vote: all responded “yes”, motion carried.

Towanda Municipal Authority-Fred retiring: President Dunham stated that Towanda assures her that our Borough will have the necessary coverage needed for our Water & Sewer Systems after Fred retires.

NEW BUSINESS:

2018 Meeting Schedule- Michelle Dunham made a motion to approve advertising the 2018 Borough Council meetings to be held on the first and third Wednesday of each month. Dave Manley seconded the motion. Roll call vote: all responded “yes”, motion carried.

The meeting adjourned at 8:10 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary