

**NEW ALBANY BOROUGH COUNCIL**  
**MONTHLY MEETING MINUTES**  
**February 21, 2018**

Michelle Dunham explained at 7PM that Mayor Dan Dunham would start the meeting. There was a misunderstanding at the January Meeting and John Harkins had not been voted in and we did not have enough council members at the January meeting to appoint Laura McIntire. Laure McIntire was on Council 2017 to fill a position for a vacant place.

Dan Dunham would repeat the January Organization meeting. All matters from January would be reopened and allowed to be discussed and voting on January's meeting minutes with all subjects being addressed.

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on February 21, 2018. The meeting was called to order at 7:15 p.m. by Mayor Dan Dunham.

**APPOINTMENT/SWEARING IN OF NEW COUNCIL MEMBER:**

Michelle Dunham made a motion to approve **Resolution 2018-02-A** 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. Mayor Dunham administered the Oath of Office to Laura McIntire.

**COUNCIL MEMBERS' ROLL CALL:**

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

ABSENT: Rodney Lee.

**OTHERS ATTENDING:**

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, Borough Employee Jeff McIntire, & Ordinance Enforcement Officer Jim Canning.

**PUBLIC:** None

**ELECTION OF OFFICERS:**

Mayor Dunham confirmed with Council that the election of officers from the January 2, 2018 meeting will remain unchanged. Roll call vote: all responded "yes", motion carried.

Michelle Dunham, President called the regular meeting to order at 7:25 p.m.

**APPROVAL OF MINUTES:**

The minutes of the January 2, 2108 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. Michelle Dunham made a motion to accept the minutes as corrected. Laura McIntire 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 a 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:** Council discussed a Borough resident complaining that their neighbor is plowing snow into the street.

**RESOLUTIONS & ORDINANCES:** Council approved three resolutions.

Michelle Dunham made a motion to approve **Resolution 2018-02-B**. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried. This resolution names the current Borough secretary/treasurer as the liaison between the Borough and Berkheimer (the duly appointed collector of local taxes for the district).

Michelle Dunham made a motion to approve **Resolution 2017-02-C**. Robert Manahan seconded the motion. Vote: all in favor, none opposed, motion carried. This resolution appoints Graves Accounting & Consulting Services as the Independent Auditor of the 2018 financial records, and to complete the DCED Financial Audit & Annual Report.

Michelle Dunham made a motion to approve the **Junior Council Member Resolution 2018-02-D**. Dave Manley seconded the motion. Vote: all in favor, none opposed, motion carried.

**EXECUTIVE SESSION:** None

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Statement of Financial Interest Forms were distributed to Council Members and employees. Secretary McCarty asked that they be completed and returned by the March 7<sup>th</sup> meeting.

**ORDINANCE ENFORCEMENT:** Jim has confronted residents about ordinance violations and those that have not complied were given citations. Michelle Dunham made a motion to approve the payment of eight hours of labor to Ordinance Enforcement Officer Jim Canning. Carson Turner seconded the motion. Roll call vote: all responded “yes”, motion carried.

**EMERGENCY MANAGEMENT:** Council added Jim Canning to this committee.

**BOROUGH MAINTENANCE:** The Maggie metal detector is not working well. Council is considering returning it and purchasing another brand of location device.

**HIGHWAY/STREETS:** Michelle Dunham made a motion to approve the payment of the following Stiffler McGraw invoices: Fawcett Avenue Bridge Rehabilitation Project; dated 2/13/18; Fawcett Avenue Culvert Replacement, dated 2/13/18; and Lawrence Street Culvert Replacement, date 2/13/18. These invoices will be paid by the Bradford County Grants Department; funding via the Community Development Block Grant. Carson Turner seconded the motion. Roll call vote: all responded “yes”, motion carried.

Berkely tree- Council asked Ordinance Officer Jim Canning to take care of this matter.

Borough Spring Clean-Up will be held May 19<sup>th</sup>.

CDBG Project bid opening date will be April 18, 2018.

Council chose the March 21st meeting date to have the PennDot representative attend and give further details on the Route 220 project that PennDot has scheduled for this summer.

**PARK:** The New Albany Children’s Fund is asking Council to update the electric service at the Borough Park and to have electric service ran to the gazebo.

**SEWER:** Council discussed the need for a new chlorinator pump at the Sewer Plant.

**WATER:** Jeff will locate and mark water shut offs.

**UNFINISHED BUSINESS:**

*Appointment of Vacancy Board Chair-* tabled until next meeting.

**NEW BUSINESS:** None

The meeting adjourned at 8:45 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary