

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**January 4, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on January 4, 2023. The meeting was called to order at 6:05 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson  
ABSENT: None

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, PhilO'Dell

**APPROVAL OF MINUTES:** The minutes of the December 21, 2022, meeting were unanimously approved as presented on a motion by Dave Manley, and seconded by Allen Gregorio.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Allen Gregorio, seconded by Logan Robinson, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:**

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** Council adopted a resolution appointing David Hindman the voting delegate to the Bradford County Tax Collection Committee. The motion was made by Michelle Dunham, seconded by Dave Manley, and unanimously adopted.

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Bids are being accepted until Monday January 9, 2023 for the demolition of the former Sysock Property.

**ORDINANCE ENFORCEMENT:** There was a discussion of land contracts that one of our landlords is using to sell his properties. As long as the property deed remains in the landlord's name, he is responsible for water and sewer bills and maintenance of the property. The ordinance enforcement officer will write a letter to this landlord to make this clear.

**EMERGENCY MANAGEMENT:** Michelle Dunham and Sheena Pettitt are working on their paper work for their new emergency management positions.

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** Our engineers have received another construction invoice for the Fawcett Street Bridge. Dan will be working with them to submit it to PEMA for payment. Mayor Dan Dunham is still planning on using a volunteer crew to clear fallen trees along Ladd's creek to protect our new bridge.

**PARK:** Closed

**SEWER:**

**WATER:**

**UNFINISHED BUSINESS:** Council President Michelle Dunham called an executive session at 6:41 p.m. to revisit the awarding of the snow plowing bid. The executive session ended at 6:55 p.m. A motion was made by Allen Gregorio to rescind the motion from the prior meeting awarding the snow plowing

contract to Jared Keeney. The motion was seconded by Logan Robinson, and unanimously carried. Allen Gregorio made a motion to award the snow plowing contract to Richard Jenner. The motion was seconded by Logan Robinson and carried with Michelle Dunham and Sheena Pettitt abstaining from the vote.

**NEW BUSINESS:** David Hindman will place a legal ad with meeting dates for 2023. Meetings will continue to be held the first and third Wednesdays of the month at 6:00 p.m., at the New Albany Volunteer Fire Department Social Hall.

The meeting was adjourned at 7:03 p.m.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** January 18, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**January 18, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on January 18, 2023. The meeting was called to order at 6:06 p.m. by Vice President Sheena Pettitt.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: Michelle Dunham

**OTHERS ATTENDING:** Secretary/Treasurer David Hindman, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the January 4, 2023, meeting were unanimously approved as presented on a motion by Dave Manley, and seconded by Logan Robinson.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Allen Gregorio, seconded by Logan Robinson, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:** None

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** None

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** The Borough received an engagement letter from our auditors HallockShannon. Sheena Pettitt made a motion to have HallockShannon do our audit. Allen Gregorio seconded the motion and it passed unanimously. Dave reported that a contract has been signed for the demolition of the former Sysock property.

**ORDINANCE ENFORCEMENT:** There is a hearing February 2 for some of Jim Canning's citations.

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** Dan has tentatively scheduled Borough Clean-up day for May 20, 2023.

**HIGHWAY/STREETS:** The stop sign has been installed at Fawcett and Front Streets.

**PARK:**

**SEWER:** The red light on the sewer lift station at 56 Railroad Street is on and needs resolved.

**WATER:**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

The meeting was adjourned at 6:15 pm.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** February 1, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**February 1, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on February 1, 2023. The meeting was called to order at 6:07 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson  
ABSENT: None

**OTHERS ATTENDING:** Secretary/Treasurer David Hindman, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the January 18, 2023, meeting will be approved at the next meeting.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Logan Robinson, seconded by Dave Manley, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:** Snow Plowing complaints were discussed.

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:**

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Dave will be attending an update for the Dirt, Gravel, and Low Volume Roads program, March 15, put on by the Bradford County Soil Conservation District

**ORDINANCE ENFORCEMENT:** Has a hearing tomorrow.

**EMERGENCY MANAGEMENT:**

**BOROUGH MAINTENANCE:** A motion was made by Michelle Dunham to offer a job to Wes Garinger for part time Borough Maintenance, starting at \$15.00 per hour. The motion was seconded by Allen Gregorio and unanimously passed.

**HIGHWAY/STREETS:**

**PARK:**

**SEWER:** Sewer lift station light still on at 56 Railroad Street.

**WATER:**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** Chesapeake has contacted Dave Hindman about leasing a very small parcel of Borough Property that they don't already have. Dave asked them to look into the Sysock property to see if it should be leased.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** February 15, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**February 15, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on February 15, 2023. The meeting was called to order at 6:05 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson  
ABSENT: None

**OTHERS ATTENDING:** Mayor Dan Dunham, Sec/Treas. David Hindman, Warren Howeler, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the January 18 and February 1, 2023, meetings were unanimously approved as presented on a motion by Dave Manley, and seconded by Logan Logan Robinson.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Allen Gregorio, seconded by Dave Manley, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:**

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:**

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:**

**ORDINANCE ENFORCEMENT:** At a hearing on the trash property, fines were levied and balance of trash to be removed by Borough at homeowner's expense.

**EMERGENCY MANAGEMENT:**

**BOROUGH MAINTENANCE:** Wes Garinger did accept the part time job doing borough maintenance.

**HIGHWAY/STREETS:** Shoulder at turn from Main St. onto Wyalusing-New Albany Rd. drops off. Should be PenDot issue.

**PARK:**

**SEWER:** The light is still flashing on sewer lift station at 56 Railroad Avenue.

**WATER:** This month's bill is under \$3100.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

The meeting was adjourned at 6:37 p.m.

Respectfully submitted by:  
David L. Hindman, Secretary

**NEXT MEETING:** March 1, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**March 1, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on March 1, 2023. The meeting was called to order at 6:04 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Sheena Pettitt, Logan Robinson  
ABSENT: Allen Gregorio

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the February 15, 2023, meeting were unanimously approved as presented on a motion by Logan Robinson, and seconded by Dave Manley.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Dave Manley, seconded by Sheena Pettitt, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:** None

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Dave Hindman stated that the Borough's population as of the 2020 census is 251. Dave read a letter from the Bradford County Humane Society that they are not doing their usual billing this year due to being very full and needing to expand. A motion to give a \$250 donation to the Bradford County Humane Society was made by Michelle Dunham, and seconded by Sheena Pettitt, and unanimously passed on a roll call vote.

**ORDINANCE ENFORCEMENT:** New notices have been posted on properties that have been condemned.

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** The drop off at Main St. and Wyalusing-New Albany Rd. has been repaired by PennDot. Terry Selleck is to give an estimate for repairs to Pelton Hill Rd.

**PARK:** The New Albany Children's Fund will be holding an Easter Egg Hunt at the park on April 1, 2023.

**SEWER:** A new hose is needed.

**WATER:**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** March 15, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**March 15, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on March 15, 2023. The meeting was called to order at 6:01 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: Dave Manley

**OTHERS ATTENDING:** Secretary Treasurer David Hindman, Phil O'Dell, Warren Howeler, Shane Walker

**APPROVAL OF MINUTES:** The minutes of the March 1, 2023, meeting were unavailable and will be approved at the next meeting.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Logan Robinson, seconded by Sheen Pettitt, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:**

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:**

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** David Hindman attended the Dirt, Gravel, and Low Volume Roads up date meeting by the Bradford County Conservation District, earlier today. He is hoping to have a grant request for repairs to Lawrence St. for submittal next April.

**ORDINANCE ENFORCEMENT:** Jim has been in town.

**EMERGENCY MANAGEMENT:** Dave Hindman sent minutes of the appointments of Michelle Dunham and Sheena Pettitt to Bradford County EMA. Bradford Co. told him they now have everything to send their appointments to the state for approval.

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** The final payment for the Fawcett St. bridge must be paid in order to apply for the final PEMA funds. Michelle Dunham made a motion to authorize Mayor Dan Dunham to apply for a bridge loan through PennDot so we can get the funds to make the final payment on the bridge. Once we get the PEMA funds we will repay PennDot. Allen Gregorio seconded the motion and it was unanimously passed on a roll call vote.

**PARK:** There will be an easter egg hunt at the park April 1, sponsored by the New Albany Children's Fund and a recyclable bottle and can drive April 15 from 12 to 3 to benefit the park.

**SEWER:** Shane Walker presented the annual Chapter 94 Sewer Report to be submitted to the state. He stated that the plant is running well. However, we are still having a problem with someone putting large flushable wipes in the sewer system which clogs up the system and creates a lot of work to remove and dispose of them.

**WATER:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** April 5, 2023



**,NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**April 5, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on April 5, 2023. The meeting was called to order at 6:01 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: None

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Warren Howeler, Phil O'Dell, Chad Reid, Mike Epler

**APPROVAL OF MINUTES:** The minutes of the March 1 and March 15, 2023, meetings were unanimously approved as presented on a motion by Sheena Pettitt, and seconded by Logan Robinson.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Dave Manley, seconded by Allen Gregorio, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:** Mike Epler had two issues to bring to Council. First was speeding on Front Street. Mike Epler's drivers have had some close calls and he was inquiring if we could get permanent speed signs with flashing lights. Michelle Dunham said she would talk to PennDot to see what was allowed and get the cost of signs. The other issue Mike Epler brought up was the potholes on Main Street just south of Wyalusing-New Albany Rd. He offered to fill them if we had material. He was told that there is a pile of millings down by the old feed mill and there was some modified in the parking lot at the park. Pelton Hill Road was also discussed as it is getting worse. The Borough is waiting for an estimate to repair it.

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** The audit has been completed and sent to the DCED.

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** Michelle Dunham related that there are a lot of requirements for the EMA coordinator.

**BOROUGH MAINTENANCE:** None

**HIGHWAYS/STREETS:** Sidewalk repairs on Front Street still have not been engineered. Dan Dunham will follow up.

**PARK:** Clean-up day will be held at the park on Saturday May 20, 2023. Details will be in May's Newsletter.

**SEWER:** Chad Reid with JHA associates talked about the grant we received through PA's Local Share Account grant program. The grant of \$198,900 is to prepare to replace the existing sewer plant. The grant funding will go toward preliminary design, final design, plans and specifications for the upgrade of the municipalities of the Borough's sanitary sewer plant. In addition the grant will help fund necessary permitting, feasibility study, and sewer sampling. Chad Reid also discussed efforts to get the old high school on Main St. to the sewer system. Chad Reid made a design to connect with the system at the Main St. and Jones Alley. The owner has objected to this plan as it is very expensive. The owner has countered with a plan to put in a grinder station and use it to pump up to the main on Maple Street.

The owner would pay for the lift station and be responsible for maintaining it. Chad Reid will work on plans for this option after consulting with the Borough Sewer Operator. Chad Reid also told the Borough that if they make any storm water system repairs they need to be noted as such.

**WATER:** Dave Hindman presented a request to purchase a leak detector so we can start checking lines from the mains to people's houses. A motion was made by Michelle Dunham to purchase an Aqua-Scope leak detector at the cost of \$2,985.00 plus shipping. The motion was seconded by Allen Gregorio and unanimously passed on a roll call vote.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** April 19, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**April 19, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on April 19, 2023. The meeting was called to order at 6:14 p.m. by President Pro Tem Dave Manley.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Dave Manley, Allen Gregorio, Logan Robinson

ABSENT: Michelle Dunham, Sheena Pettitt

**OTHERS ATTENDING:** Secretary/Treasurer David Hindman, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the April 5, 2023, meeting were unanimously approved as presented on a motion by Allen Gregorio, and seconded by Logan Robinson.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Logan Robinson, seconded by Allen Gregorio, and unanimously carried on a roll call vote.

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** None

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** None

**PARK:** Dave Manley stated that the park is a mess, trash everywhere. He picked up some with the help of some passers-by.

**SEWER:** None

**WATER:** None

**UNFINISHED BUSINESS:** Logan Robinson stated that the site where the house was torn down is a mess with large rocks and almost no top soil. Dave Hindman stated he would talk to the project engineer.

**NEW BUSINESS:** None

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** May 3, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**May 3, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on May 3, 2023. The meeting was called to order at 6:04 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson  
ABSENT: None

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer Davd Hindman, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the April 19, 2023, meeting were unanimously approved as presented on a motion by Sheena Pettitt, and seconded by Allen Gregorio.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Dave Manley, seconded by Logan Robinson, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:**

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:**

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** The leak detector has arrived. Dave Hindman is planning on attending the upcoming Municipal Summit.

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** Michele Dunham discussed the amount of training the state wants for this position especially for such a small municipality. She discussed looking for someone else to fill the position.

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** The application for the PennDot bridge loan has been submitted. Dan has talked to Hunt Engineering about the sidewalk repairs on Front St. The crosswalks need painted. Dave Hindman suggested we see how many potholes we can get fixed for \$10,000 to \$15,000, using act 13 funds.

**PARK:** There are plans in place for mowing the park. It is believed there is a bear visiting the park, spreading trash around. There was discussion of the need for a camera system for the park. A new door is needed for the concession stand.

**SEWER:**

**WATER:**

**UNFINISHED BUSINESS:** We are still waiting for the contractor to properly finish the property where the house was torn down.

**NEW BUSINESS:** There was discussion about getting rid of the Occupational Privilege tax and maxing out the Per Capita Taxes. Dave Hindman will be looking into it.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** June 7, 2023

## NEW ALBANY BOROUGH COUNCIL

### MEETING MINUTES

June 7, 2023

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on June 7, 2023. The meeting was called to order at 6:04 p.m. by President Michelle Dunham.

#### **COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: None

**OTHERS ATTENDING:** Secretary/Treasurer David Hindman, Phil O'Dell.

**APPROVAL OF MINUTES:** The minutes of the May 3, 2023, meeting were unanimously approved as presented on a motion by Allen Gregorio, and seconded by Sheena Pettitt.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Sheena Pettitt, seconded by Logan Robinson, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

#### **PUBLIC INPUT:**

#### **COMMITTEE REPORTS/ITEMS TO ADDRESS:**

##### **SECRETARY/OFFICE:**

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** Air Quality is an issue with the Canadian Smoke covering our area.

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** Two estimates have been received for street repairs that were pointed out by Dan Dunham. One for Bishop Brothers is for \$34,950.00 and the other is from M&R Maintenance and Rentals for \$11,710.00. A motion was made by Michelle Dunham, and seconded by Logan Robinson, to hire M&R Maintenance and Rentals to do the work.

**PARK:** The swings have been installed.

**SEWER:** Dave Hindman contacted Power Systems Electric, Inc. about new estimates for repairs to the generator at the sewer plant. They offered two options, one to try to make the existing switch work but they do not recommend it, for \$2,180.00. The second is to put in a complete new switch for \$6,575.00. On a motion by Sheena Pettitt, seconded by Logan Robinson, the second option of replacing the switch was adopted unanimously on a roll call vote.

**WATER:** David Hindman suggested that Council hire his son Jeff Hindman part time to work with Dave Hindman on water meter repairs and anything else that needs done. Jeff Hindman is a teacher on summer break and by hiring him he can do a lot of things Dave Hindman can no longer do, and Dave Hindman will be giving supervision. A motion by Michelle Dunham, seconded by Logan Robinson, approved the hiring of Jeff Hindman at \$15.00 per hour, with a unanimous roll call vote.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Respectfully submitted by:  
David L. Hindman,

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**June 21, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on June 21, 2023. The meeting was called to order at 6:04 p.m. by Vice President Sheena Pettitt.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: Michelle Dunham

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary Treasurer David Hindman, Warren Howeler, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the June 7, 2023, meeting were unanimously approved as presented on a motion by Dave Manley, and seconded by Logan Robinson.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Logan Robinson, seconded by Dave Manley, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:**

**ORDINANCE ENFORCEMENT:** It is believed that the owners of 527 Front St. where all the garbage has accumulated have moved out.

**EMERGENCY MANAGEMENT:**

**BOROUGH MAINTENANCE:** At David Hindman's suggestion, Council authorized him to spend up to \$300.00 for a new String Trimmer. He said he would look at electric ones and was encouraged to look for a bundle. The motion was made by Sheena Pettitt, seconded by Allen Gregorio and passed unanimously on a roll call vote.

**HIGHWAY/STREETS:** Dan Dunham has still not heard anything on the bridge loan through PennDot other than it is being reviewed. David Hindman suggested Dan Dunham contact Senator Tina Pickett's office so see if she can help. He also suggested that if we haven't heard by the next meeting, that we may have to try to pay it ourselves. The potholes in town are scheduled to be filled July 10, 2023.

**PARK:**

**SEWER:** A new blower had to be purchased for the sewer plant and it needs to be installed

**WATER:** We need to determine how many of our 18 fire hydrants are inoperable. Dave Hindman stated that he has found some repair kits at the sewer plant. The hydrants that are not working need to be bagged so firefighters will know they are out of service.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Respectfully submitted by:  
David L. Hindman, Secretary

**NEXT MEETING:** March 15, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**July 5, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on July 5, 2023. The meeting was called to order at 6:02p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Logan Robinson

ABSENT: Sheena Pettitt

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the June 21, 2023, meeting were unanimously approved as presented on a motion by Dave Manley, and seconded by Allen Gregorio.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Logan Robinson, seconded by Dave Manley, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:** None

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:**

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** We received \$13,968.26 in Impact Fees from gas wells, down a bit from last year's \$14,425.28. We have received notice that work on Overton Road is planned for next year. The former Syssock property has now been reclassified as tax exempt.

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** None

**PARK:** Dave Hindman is going to talk to Mac Builders about replacing the door at the concession stand at the park.

**SEWER:** The new blower has been installed. Dave Hindman will follow-up with Power Systems about the generator repair.

**WATER:** Dave Hindman has calls into PRWA about fixing fire hydrants. Dave Hindman noted that we are not getting emails on credit card payments and he is working on it.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** March 15, 2023



**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**August 2, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on August 2, 2023. The meeting was called to order at 6:02 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: None

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Warren Howeler, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the July 5, 2023, meeting were unanimously approved as presented on a motion by Logan Robinson, and seconded by Dave Manley.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Dave Manley, seconded by Logan Robinson, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:**

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:**

**EXECUTIVE SESSION:** An executive session was called by the president at 6:08 to discuss personnel matters. The session ended at 6:28 p.m. and the meeting was resumed.

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** None

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** The closeout form has been submitted to FEMA for the final reimbursement on the Fawcett St. Bridge. We are still waiting for the pavement contractor to come do the potholes.

**PARK:** Dave Hindman said he understood that the new swing set in the park is not anchored and questioned how safe it is. Michelle Dunham said the mower that has been donated to us should be here on August 13<sup>th</sup>.

**SEWER:** The new blower that was installed at the sewer plant has seized up. The blower has been removed and is in Dave Hindman's car and he will be delivering it and the old original one to R&M Equipment in Spring City, PA, to be checked out. Michelle Dunham and Dave Hindman met with JHA Associates and DEP this morning at the sewer plant to discuss plans for upgrading the plant. They were made aware that as part of this process, the Borough is going to be made responsible for the inspection and maintenance of any on lot sewer systems in the Borough. Chad Reid from JHA plans to be at our next meeting.

**WATER:** Glenn Cowles from PA Rural Water is coming to do leak detection for water and to discuss repairing fire hydrants. He will be here Thursday August 10<sup>th</sup>. Dave initiated a discussion of Equivalent

Dwelling Units (EDU) as they relate to water and sewer billing. Dave Hindman's understanding is that an EDU as it applies to water and sewer billing is a family dwelling unit. Therefore, properties with more than one dwelling unit, such as separate apartments should be paying the flat rate for sewer and water for each unit. Dave Hindman is going to research this more for the next meeting.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** Michelle Dunham introduced a request for a donation to The Fashion Show at the Loom which is a fundraiser for the Children's House/Child Advocacy Center. The Center provides a safe place for children and families to come when there are concerns about child abuse or neglect. Sheena Pettitt made a motion to donate \$250.00 from Act 13 funds to CHCAC. The motion was seconded by Dave Manley and was approved with Michelle Dunham abstaining.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** August 16, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**August 16, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on August 16, 2023. The meeting was called to order at 6:01 p.m. by Vice President Sheena Pettitt.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: Michelle Dunham

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Phil O'Dell, Warren Howeler

**APPROVAL OF MINUTES:** The minutes of the August 2, 2023, meeting were unanimously approved as presented on a motion by Allen Gregorio, and seconded by Logan Robinson.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Dave Manley, seconded by Allen Gregorio, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:** None

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** None

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Dave Requested approval to go to 2 training sessions. One October 17 titled "Financial Management for Small Utilities" at a cost of \$135.00 and another on October 26 titled "Science of Dry Barrel Fire Hydrant Inspection and Comprehensive Audits" at a cost of \$85.00. Allen Gregorio made a motion to approve his attendance at the two seminars. The motion was seconded by Logan Robinson, and passed on a roll call vote.

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** Dan does not know when our paver is going to show up to do the potholes. Hunt Engineers are to meet with Dan Dunham on August 22, about the sidewalk repair on 220.

**PARK:** Dave Hindman introduced a quote from MAC Builders to replace the door on the concession stand at the park. The quote is \$3142.39. Dave Hindman stated that the quote is high but it will be hard to find anyone else who will do the job. Sheena Pettitt made a motion to have the door replaced by Mac Builders. Dave Manley seconded the motion and it passed on a roll call vote.

**SEWER:** The new switch has been put on the sewer generator so it will start automatically when there is a power failure. The company that did the repairs gave us a quote to do yearly maintenance of \$429.00 plus materials. Dave Hindman felt it was a good idea to have this work done by the people who repaired the switch. Dave Manley made a motion to accept the service agreement with Power Systems Electric Inc. Logan Robinson seconded the motion and it was passed on a roll call vote. The new blower that we recently bought failed of our own fault. Dave Hindman took the failed blower and the original old one we replaced to the supplier of the blowers, R&M Equipment Company. They sent us a quote to

make one blower out of the two we took them at a cost of \$2,411.00. Allen Gregorio made a motion to have R&M do the rebuild that will come with a one year warranty. Logan Robinson seconded the motion and it passed on a roll call vote.

**WATER:** Glen Cowles from PRWA was here on August 10 to work with Dave Hindman and Jeff Hindman. Together they discovered a leak on the line from Connie Green's house to the main in Jones Alley. The leak is across from Vida Williams old house in Connie's yard. Glenn feels it is a pretty significant leak and will need repaired. The map shows this is a 1" line.

**UNFINISHED BUSINESS:** Chad Reid from JHA Associates talked a little bit about the plans for the new sewer plant and some of the things needed to update our sewer ordinance.

**NEW BUSINESS:**

The meeting was adjourned at 6:38 p.m.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** September 6, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**September 6, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on September 6, 2023. The meeting was called to order at 6:02 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT: None

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Warren Howeler, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the August 16, 2023, meeting were unanimously approved as presented on a motion by Dave Manley, and seconded by Sheena Pettitt.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Dave Manley, seconded by Sheena Pettitt, and unanimously carried on a roll call vote. David Hindman presented the treasurer's report. Dave Hindman handed out a report on how each fund is doing so far this year.

**PUBLIC INPUT:**

**EXECUTIVE SESSION:** President Michelle Dunham called an Executive Session at 6:15 p.m. to discuss personnel Issues. The executive session ended at 6:38 p.m. and the meeting resumed.

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** David Hindman stated that he is registered for the two training sessions approved at the last meeting. He has also registered for a free webinar on Mandatory January Meetings.

**ORDINANCE ENFORCEMENT:** There is a hearing on some citations 9/13/23.

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** A motion was made to hire Allen Gregorio to do Borough Maintenance at an hourly rate of \$15.00 by Michelle Dunham. The motion was seconded by Logan Robinson and passed unanimously on a roll call vote. A motion was made by Michelle Dunham to hire Jeff McEntire to do borough maintenance at a rate of \$15.00 an hour, with the stipulation he is to do nothing having to do with sewer. The motion was seconded by Sheena Pettitt and passed unanimously on a roll call vote. A motion was made to hire Scott Cunningham to work at the sewer plant to eventually be trained as an operator, at the rate of \$15.00 per hour. The motion was seconded by Logan Robinson and unanimously passed on a roll call vote.

**HIGHWAY/STREETS:** Still waiting to get our potholes filled. We are a very small job it and will probably be late in the season. There was discussion about snow plowing. Michelle is going to see if anyone else wants to do it. Dave Hindman was asked to get a load of modified dumped at the park.

**PARK:** The donated mower is at Michelle Dunham's house and needs to get over to the park.

**SEWER:** Scott Cunningham is to start training with Daniel Marshall at the sewer plant. The sewer lift station at Arizzi's on Wyalusing-New Albany Rd. has failed and a new pump has been ordered for it.

**WATER:** Michelle is working at repairing the leak down along Plum Alley.

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** Trick or Treat is tentatively scheduled for October 29, 2023. Michelle will check with others involved and then make a motion at the next meeting.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** September 20, 2023

## NEW ALBANY BOROUGH COUNCIL

### MEETING MINUTES

September 20, 2023

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on September 20, 2023. The meeting was called to order at 6:02 p.m. by Vice President Sheena Pettitt.

#### **COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Dave Manley, Allen Gregorio, Sheena Pettitt

ABSENT: Michelle Dunham, Logan Robinson

**OTHERS ATTENDING:** Secretary/Treasurer David Hindman, Sarah DeLong, Jen Landers, Sara Smith, Jeff McIntire, Laura McIntire, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the previous meeting will be approved at the next meeting.

**TREASURER'S REPORT:** The list of bills to be paid was read off by the Secretary/Treasurer. A motion to pay the bills was made by Allen Gregorio, seconded by Dave Manley, and unanimously carried on a roll call vote.

**PUBLIC INPUT:** Sarah DeLong, Jen Landers, and Sarah Smith introduced themselves as members of the New Albany Children's Fund. There was some discussion about trick or treat. They also have ideas for the park. Council told them there was a park committee existing of Michelle Dunham and Sheena Pettitt.

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** None

#### **COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Nothing

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** Two loads of modified were delivered. Jeff McIntire told Council Pelton Hill was repaired as well as Lawrence St. and Peach Alley.

**PARK:** The park will be closed up and winterized right after trick or treat.

**SEWER:** The sewer lift station at Arizzi's has been repaired and parts have been ordered for the two houses on Railroad St. with problems. They both have bad floats.

**WATER:** None

**UNFINISHED BUSINESS:** A motion was made by Dave Manley and seconded by Allen Gregorio to hold trick or treat on Sunday October 29, 2023, from 4 p.m. to 5:30 p.m. The motion was passed.

**NEW BUSINESS:** None

Respectfully submitted by:  
David L. Hindman, Secretary

**NEXT MEETING:** October 4, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**October 4, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on October 4, 2023. The meeting was called to order at 6:04 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt

ABSENT: Logan Robinson

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Jen Landis, David Landis, Sarah Smith, Sarah DeLong, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the September 6 and the September 20, 2023, meetings were approved on a motion Allen Gregorio, and seconded by Sheena Pettitt.

**TREASURER'S REPORT:** The list of bills to be paid was presented by the Secretary/Treasurer. A motion to pay the bills was made by Allen Gregorio, seconded by Dave Manley, and unanimously carried on a roll call vote. David Hindman presented the Treasurer's Report.

**PUBLIC INPUT:** Representatives from the New Albany Children's Fund talked to Council about some ideas to improve and better utilize the park. They talked about lights, a camera system, benches and tables, and possible new events. There was also discussion about installing one of the little free libraries at the park. Michelle finally invited the attendees to join the park committee, and present ideas to the council.

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** None

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** None

**ORDINANCE ENFORCEMENT:** No Report

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** None

**HIGHWAY/STREETS:** It is looking like the paver is not going to get to us this season.

**PARK:** See above.

**SEWER:** The rebuilt blower should be delivered and installed next week. The lift stations on Railroad Avenue have been fixed. Dave Hindman has determined that the generator is not testing itself on a weekly basis as it is supposed to. We entered into a service agreement with Power Systems for the generator. Dave Hindman will contact them to see when they will be here to do the service.

**WATER:**

**UNFINISHED BUSINESS:** Michelle has talked to several people about the snow plowing but nothing is firmed up yet.

**NEW BUSINESS:** None

Respectfully submitted by:



David L. Hindman, Secretary

**NEXT MEETING:** October 18, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**October 18, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on October 18, 2023. The meeting was called to order at 6:00 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt

ABSENT: Logan Robinson

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Jeff McIntire, Laura McIntire, Scott Cunningham, Jen Landis, Dave Landis, Phil O'Dell

**APPROVAL OF MINUTES:** The minutes of the previous October 4, 2023, meeting were unanimously approved on a motion by Dave Manley, and seconded by Allen Gregorio.

**TREASURER'S REPORT:** The list of bills to be paid was presented by the Secretary/Treasurer. A motion to pay the bills was made by Michelle Dunham, seconded by Allen Gregorio, and unanimously carried on a roll call vote. David Hindman presented the Treasurer's Report.

**PUBLIC INPUT:**

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Secretary/Treasurer David Hindman recently attended a training seminar on "Financial Management for Small Systems" and watched a webinar on PennVest.

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** County emergency management recently sent the Borough an email about not working on getting a qualified Emergency Management Coordinator.

**BOROUGH MAINTENANCE:** There is a small hole at the corner of Main and Hubler Streets near the drain that needs filled again.

**HIGHWAY/STREETS:** The paving contractor says he will be here next week to do the potholes.

**PARK:** The park pavilion will be used for the trick or treat party but they won't need the bathrooms so they can be winterized.

**SEWER:** Dave Hindman explained that the rebuilt blower has been installed but that the check valve in the piping from the blower has fallen apart. Michelle Dunham related that Daniel Marshall has not been communicating with either her or Shane Walker lately. In addition there are some other issues. Michelle made a motion to advertise for a new part-time maintenance person for the sewer plant.

**WATER:** Dave Hindman showed off a damaged valve seat that was removed from the hydrant on Elementary Lane. He said when they removed it there was an o ring stuck in it. Allen Gregorio made a motion to purchase a DeWalt hammer drill/impact wrench set from Lowe's for \$299.00. Also to get drill bits for it from Harbor Freight. The motion was seconded by Michelle Dunham and passed unanimously on a roll call vote.

**UNFINISHED BUSINESS:** There was more discussion about snow plowing but without result.

**NEW BUSINESS:** None

Respectfully submitted by:  
David L. Hindman, Secretary

**NEXT MEETING:** November 1, 2023

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**November 1, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on November 1, 2023. The meeting was called to order at 6:04 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT:

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Jeff McIntire, Laura McIntire, Sarah Smith, Samantha Adams, Phil O'Dell and others.

**APPROVAL OF MINUTES:** The minutes of the previous October 18, 2023, meeting were approved on a motion by Sheena Pettitt , and seconded by Dave Manley.

**TREASURER'S REPORT:** The list of bills to be paid was presented. A motion to pay the bills was made by Dave Manley, seconded by Logan Robinson, and unanimously carried on a roll call vote. This motion included using Act 13 funds for the pothole repairs. David Hindman presented the Treasurer's Report.

**PUBLIC INPUT:** There will be a children's Christmas Party Saturday December 16 from 1p.m. to 3p.m. at the New Albany Fire Dept. Social Hall by the New Albany Area Children's Fund.

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** None

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** Dave Hindman attended the Fire Hydrant training session, which was geared more for larger systems but he feels he picked some good information.

**ORDINANCE ENFORCEMENT:** Has been around

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:** Dan Dunham talked about the sidewalk repairs on Front St. from the 2018 flooding. Our time has run out on the FEMA money we received for these repairs and we are going to have to return the funds. Dan Dunham proposed applying for a LSA Grant to do the repairs. Michelle Dunham made a motion to apply for a LSA Grant and to adopt the Authorized Official Resolution. The motion was seconded by Sheena Pettitt and unanimously approved on a roll call vote.

**HIGHWAY/STREETS:**

**PARK:**

**SEWER:** There have been major repairs at the sewer plant. Most of the piping for the air had to be replaced and a lot of electrical conduits need replaced.

**WATER:** Excavation to repair the water leak along Plum Alley will be done Saturday November 4.

**UNFINISHED BUSINESS:** There was no update on snow plowing. Council did discuss the need to write up a specific job description for snow plowing.

**NEW BUSINESS:** None

The meeting was adjourned at 7:10 p.m.

**NEXT MEETING:** November 15, 2023

Respectfully submitted by:  
David L. Hindman, Secretary

**NEW ALBANY BOROUGH COUNCIL**  
**MEETING MINUTES**  
**November 15, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on November 15, 2023. The meeting was called to order at 6:01 p.m. by President Michelle Dunham.

**COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio

ABSENT: Sheena Pettitt, Logan Robinson

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Jeff McIntire, Laura McIntire,

**APPROVAL OF MINUTES:** The minutes of the previous November 1, 2023, meeting were approved on a motion by Dave Manley, and seconded by Allen Gregorio.

**TREASURER'S REPORT:** The list of bills to be paid was read off by the Secretary/Treasurer. A motion to pay the bills was made by Allen Gregorio, seconded by Dave Manley, and unanimously carried on a roll call vote. David Hindman presented the Treasurer's Report.

**PUBLIC INPUT:** Some complaints have been received about the livestock on Lawrence Street. Dunham

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** None

**COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** None

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** None

**BOROUGH MAINTENANCE:**

**HIGHWAY/STREETS:** Mayor Dan Dunham has submitted an application for a LSA Grant for sidewalk repairs on Front St. across from Fawcett Ave. The grant request was for \$170,500.

**PARK:**

**SEWER:** There was discussion about the water and sewer installation going on at the old school building on Main St. At this point it is on hold until the owner follows the Borough's direction.

**WATER:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:** Dave Hindman presented a proposed budget for 2024. The budget maintains the property tax rate at 8.5 mils, but does include increases in water and sewer rates. The budget will be advertised and it will be up for approval at the next meeting December 6, 2023, along with supporting resolutions. Allen Gregorio made a motion to advertise the proposed 2024 budget. The motion was seconded by Michelle Dunham and unanimously approved.

The meeting was adjourned.

Respectfully submitted by:

David L. Hindman, Secretary

**NEXT MEETING:** December 20, 2023

## **NEW ALBANY BOROUGH COUNCIL**

### **MEETING MINUTES**

**December 6, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on December 6, 2023. The meeting was called to order at 6:02 p.m. by President Michelle Dunham.

#### **COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt

ABSENT: Logan Robinson

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Warren Howeler, Phil O'Dell, Jeff McIntyre, Laura McIntyre, Scott Cunningham

**APPROVAL OF MINUTES:** The minutes of the previous November 15, 2023, meeting were approved on a motion by Allen Gregorio, and seconded by Dave Manley.

**TREASURER'S REPORT:** The list of bills to be paid presented by the Secretary/Treasurer. A motion to pay the bills was made by Allen Gregorio, seconded by Dave Manley, and unanimously carried on a roll call vote. David Hindman presented the Treasurer's Report.

**PUBLIC INPUT:** None

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** The Proposed 2024 Budget, properly advertised, was unanimously adopted on a motion by Michelle Dunham, seconded by Allen Gregorio. Tax and Water and Sewer Rate Resolutions will be adopted at the next meeting.

#### **COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** None

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** The Borough is getting warning emails from Bradford County about not having a certified Emergency Management Coordinator. It has just not been feasible for our current coordinator, Michelle Dunham to meet the extensive training needs. David Hindman has made a proposal that if Council will increase his salary \$150 per month for a year, he will undertake the position of Emergency Management Coordinator and complete the needed training to get certified. Everyone seemed agreeable. David Hindman will have the necessary resolution for appointing him at the next meeting.

#### **BOROUGH MAINTENANCE:**

**HIGHWAY/STREETS:** PennDot has finally approved the bridge loan that we applied for last summer, to pay off the Fawcett Ave. bridge construction. Council made the decision to pay off the construction with existing funds, so we no longer need the bridge loan.

**PARK:** Has been winterized

**SEWER:** There was major discussion about the situation with the water and sewer hookups for the old school but no decisions were made.

**WATER:**



**UNFINISHED BUSINESS:** There was more discussion about snowplowing for 2024 but no resolution.

**NEW BUSINESS:** None

The meeting was adjourned at 6:58 p.m.

Respectfully submitted by:  
David L. Hindman, Secretary

**NEXT MEETING:** December 20, 2023

## **NEW ALBANY BOROUGH COUNCIL**

### **MEETING MINUTES**

**December 20, 2023**

New Albany Borough Council held a regular bi-monthly meeting at the New Albany Volunteer Fire Department Social Hall on December 20, 2023. The meeting was called to order at 6:00 p.m. by President Michelle Dunham.

#### **COUNCIL MEMBERS' ROLL CALL:**

PRESENT: Michelle Dunham, Dave Manley, Allen Gregorio, Sheena Pettitt, Logan Robinson

ABSENT:

**OTHERS ATTENDING:** Mayor Dan Dunham, Secretary/Treasurer David Hindman, Travis Long, Chad Reid, Shane Walker, Phil O'Dell

**APPROVAL OF MINUTES:** A motion to approve the minutes of the December 6, 2023, meeting was made by Michelle Dunham. It was seconded by Sheena Pettitt, and unanimously passed.

**TREASURER'S REPORT:** David Hindman presented the list of bills to be paid. Sheena Pettitt made a motion to pay the bills. It was seconded by Dave Manley and it passed unanimously on a roll call vote. David Hindman presented the treasurer's report.

**PUBLIC INPUT:** Travis Long and Chad Reid from JHA Associates gave an update on the design for the sewer upgrade. They are presently working on the Act 537 sewer plan for the Borough. They hope to present the plan to Council in Mid-January or February. The public must be given 30 days to review the plan and then it will be submitted to DEP for their review which can take 3 to 6 months. Ordinances must be updated as part of the plan. They are currently looking at different design options, all planned for current Borough Property. There was some discussion of the current situation at the Old School in the Borough.

**RESOLUTIONS/ORDINANCES/ SUBDIVISIONS/APPOINTMENTS:** Michelle Dunham made a motion to adopt Resolution 2023-5 to set Sewer Rates as of 1/1/24. Allen Gregorio seconded the motion and the resolution was unanimously adopted on a roll call vote. Michelle Dunham made a motion to adopt Resolution 2023-6 to set water rates as of 1/1/24. Allen Gregorio seconded the motion and the resolution was unanimously adopted on a roll call vote. Michelle Dunham made a motion to adopt Resolution 2023-7, maintaining the real estate tax at 8.5 mills for 2024. Sheena Pettitt seconded the motion and it passed unanimously. Allen Gregorio made a motion to donate \$250.00 to the Dushore Fire Company Ambulance for their Fund Drive. Michelle Dunham seconded the motion and it passed unanimously on a roll call vote. David Hindman presented an Easement requested by Penelec to install a guide pole in the property we now own by the Wyalusing-New Albany Rd. bridge. This pole is needed as part of the substation replacement. A motion to grant the easement was made by Sheena Pettitt, seconded by Dave Manley and unanimously passed.

#### **COMMITTEE REPORTS/ITEMS TO ADDRESS:**

**SECRETARY/OFFICE:** None

**ORDINANCE ENFORCEMENT:** None

**EMERGENCY MANAGEMENT:** Current Emergency Management Coordinator Michelle Dunham presented a letter of resignation from the position. A motion to appoint David Hindman as the

Emergency Management Coordinator for the Borough effective immediately was made by Logan Robinson. Sheena Pettitt seconded the motion and it was unanimously adopted. Michelle Dunham made a motion to increase the Secretary/Treasurer's pay from \$1,272 per month to \$1,422 per month for one year to reimburse him for the time needed to become a Certified Emergency Management Coordinator. Logan Robinson seconded the motion and it passed unanimously on a roll call vote.

**BOROUGH MAINTENANCE:**

**HIGHWAY/STREETS:** PennDot is continuing to plan for repairs to Overton Road. They hope to put it out to bid in July 2024 with construction beginning later the same year and taking about a year to complete. Our water main along Overton Road will need to be abandoned during this construction. The Secretary/Treasurer was directed to prepare a letter to Mr. Harris to offer to drill him a well so we can abandon this line.

**PARK:**

**SEWER:** The sewer plant got hit with an influx of storm water during the last rain event and we need to haul in some sewage from Towanda to jump start the plant.

**WATER:**

**UNFINISHED BUSINESS:** A motion was made by Allen Gregorio to accept the snow plowing proposal for 2024 from Richard Jenner. The quote is \$85 per hour for plowing and cindering, \$65.00 for plowing only, and \$60.00 for cindering only. The motion was seconded by Logan Robinson and passed unanimously on a roll call vote. David Hindman just became aware this afternoon that a payment had arrived in our bank account from the Commonwealth Financing Authority for \$19,566.58 for the first reimbursement on the LSA Grant for the sewer plant. A motion was made by Sheena Pettitt to pay \$19,566.58, to JHA Associates for their work. The motion was seconded by Dave Manley and unanimously passed on roll call vote.

**NEW BUSINESS:** None

**EXECUTIVE SESSION:** An executive session was called by Michelle Dunham at 7:03 p.m. to discuss sewer and water issues. The executive session ended and the meeting continued at 7:58 p.m.

The meeting was adjourned at 7:59 p.m.

Respectfully submitted by:  
David L. Hindman, Secretary

**NEXT MEETING:** January 2, 2024