

January 5, 2009

Meeting was recorded, public was notified.

The meeting was called to order at 7:10 p.m. The following were in attendance: Larry Westbrook, Robert Manahan, David Berkley, Bill Thompson, Michelle Dunham, Dan Dunham, Vida Williams, Dale Hatch, Don Rood, and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members present, with the exception of Linda Abrams and Brian Canfield.

**Minutes:**

The minutes were read and Michelle Dunham made a motion to accept the minutes. Bill Thompson seconded the motion. The vote was unanimous, motion carried.

**Citizens to be heard:**

Vida Williams is still concerned over a tree blocking the view from pulling out onto 220. Council has addressed this issue. Anne Berkley will again contact the landowner with a letter.

Don Rood had a list of street lights that were not working properly. He will make a call to Penelec to report this. Anne Berkley will also contact Penelec.

**Elected Officers**

Mayor Dunham reported that the Red Cross Blood Drive will be held January 19<sup>th</sup> from 2 to 6 pm.

**Treasurers Report**

**Checkbook balances:**

**Borough:** \$22,915.93 in the Money Market account. \$8676.32 in checking account

**Highway:**

Plgit \$2970.24

**Sewer:** \$18,115.95 in the Money Market account. \$4844.97 in checking account

**Water:** Money Market account \$13,632.79 \$ 3,562.19 in checking account

**Sewer Reserve:** \$25,932.29

A motion was made by Bill Thompson to accept the Treasurers report. Bob Manahan seconded it. Roll call vote was unanimous, motion carried.

**Committee Reports:**

**Emergency Management:** Bill Thompson is trying to set up a First Responders training class for medical. The 100-200 courses are needed. Discussion on where residents would be able to go in case of an emergency. After the Red Cross is notified the school would be set up for that. Dale Hatch said the Social Hall is an Emergency Shelter also. If the entire town would need to be evacuated then it would be the churches in Overton or Evergreen.

Larry Westbrook asked Dale Hatch if he could have a key to the Social Hall. Larry knows a locksmith that is certified to duplicate keys. A few copies would be made.

Larry Westbrook appointed Dave Berkley to serve on the Highway and Park committees. Michele Dunham was appointed to serve on the Water committee with Bill Thompson as well as being The COG representative. Brian Canfield was appointed to serve the sewer committee with Bob Manahan. Brian and Michelle will continue to serve on the Economic Development Committee.

**Highway:** Dave reported that Terry Williams is doing a good job of plowing and cindering the streets.

**Park:** Photo cell needs to be replaced on the light. Concerning the Grant Proposal, Dan Dunham asked for clarification on where the sidewalk would be going. Larry Westbrook stated that the bid estimate was planned

for the sidewalk to go from in front of the concession stand over to the other side walk. An alternative would be to go to the backside by the gazebo over to the pump house at a recline to the lower Pavilions. Dan Dunham also stated that there was a lot of competition for the Grant. We won't hear anything until March or April, and then an Environmental study will be done. If we do get the grant it will be fall before any distribution of funds comes through.

**Sewer:** Running smoothly

**Water:** Dave and Anne Berkley have voluntarily read the water meters for the last year. Michele Dunham will be taking that over in February.

**Code Enforcement:** no report

**Economic Development:** Michele Dunham passed out an outline for strategic planning for the councils review. Michelle explained her ideas on how we could "market" the borough. What would you like to see in your community? She would like to have a meeting with the council to decide on where to go with this. She will check on advertising the January 26, 5:00 pm meeting.

**Bills:**

**General**

NAVFD	\$30.00	Hall rental
COG	\$75.00	Yearly dues

**Highway/Plgit**

Agway	\$156.47	Ice Melt
-------	----------	----------

**Sewer:**

Frontier	\$32.33	Phone
Benchmark	\$21.50	Testing
Lelejedals	29.99	Tools-nut driver set

**Water:**

Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan
Frontier	\$35.82	Booster Station Phone Line

Bob Manahan made a motion to pay the bills, Bill Thompson seconded it, unanimous vote, motion carried.

**Unfinished Business:**

A motion was made by Michelle Dunham to give the New Albany Volunteer Fire Company, the yearly \$1000.00 donation as stated in the 1999 Fire Protection Agreement. Bill Thompson seconded it. Vote was unanimous, motion carried. Michele Dunham will be attending this months Fire Company meeting to discuss the necessary documents the Council has requested and a date for a meeting to go over the requirements in the new Fire Protection Agreement that the Council will be writing.

**New Business:**

Anne Berkley asked if the Council would be interested in having the electric and phone bills taken electronically from the checking accounts. Michelle Dunham made the motion to pay the bills electronically. Bill Thompson seconded it. Vote was unanimous, motion carried.

Stiffler and McGraw sent their yearly Engineering Services Agreement for the councils review and consideration. Bill Thompson made a motion to renew the agreement. Bob Manahan seconded it. Vote was unanimous, motion carried.

President Larry Westbrook read the 2009 Resolution to pay the necessary bills that have to be paid before the next meeting in case of penalties or finance charges. Bob Manahan made a motion to accept the resolution, Bill Thompson seconded it. Unanimous vote, motion carried.

**Announcements:**

Next months meeting will be February 2, 2009.

Larry Westbrook adjourned the meeting at 8:35p.m.

Respectfully Submitted

Anne Berkley

January 5, 2009

February 2, 2009

Meeting was recorded, public was notified.

The meeting was called to order at 7:05 p.m. The following were in attendance: Larry Westbrook, Robert Manahan, David Berkley, Michelle Dunham, Brian Canfield, Linda Abrams, Dan Dunham, Peter Bryan, Dan Hollingshead, Dale Hatch, Travis Fassett, and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council Members were present except Vice President Bill Thompson.

Steve Sumner of Gannon Insurance attended the meeting and discussed with council the policy that we have. It was decided to drop the Act of Terrorism coverage. The council also decided to renew the policy. Robert Manahan will be meeting with Commercial inspector Dave Snyder to review the buildings values.

**Minutes:**

The minutes were read and Bob Manahan made a motion to accept the minutes. Dave Berkley seconded the motion. The vote was unanimous, motion carried.

**Citizens to be heard:**

Pete Bryan was wondering about the street light problems, President Larry Westbrook replied that they were reported and were to be taken care of. Another issue was the cleaning off of sidewalks after a snowstorm. Anne Berkley will be adding a note in the water and sewer bills reminding residents to remove the snow after the storm.

**Elected Officers: No report**

**Treasurers Report**

**Tax Collector Stacey McBride;** \$1514.31

**Kevin Downs EIT** \$771.92

**Checkbook balances:**

**Borough:** \$22937.20 in the Money Market account. \$7989.00 in checking account

**Highway:**

Plgit - \$2823.18

**Sewer:** \$18132.77 in the money market account. \$8361.56 in checking account

**Water:** \$13645.44 Money Market account, \$4237.54 in checking account

**Sewer Reserve:** \$25,967.78

A motion was made by Brain Canfield to accept the Treasurers report. Linda Abrams seconded it. Roll call vote was unanimous, motion carried.

**Committee Reports:**

**Emergency Management:**

Kathy Chase was unable to attend the meeting.

**Highway:** Dave Berkley said that Terry Williams was doing a good job with plowing and cindering. Michelle Dunham had concerns over discrepancies in the monthly report that Terry had submitted. She felt that he had not plowed when he reported that he did. She stated that during school time the stop sign area should be taken care of and it hadn't been. She felt that he should plow wider on Fawcett Ave. Another concern of Michelle's was the removal of snow from the parking lot at the Park. Michelle stated that safety was her issue and are we getting what we pay for? She would like someone to double check with Terry on his report.

Linda Abrams said she had a complaint from someone that Terry had been plowing in the middle of the night. Dave Berkley said it had been one of the snowiest and iciest months we have had and cinders have been put down as needed and when someone has had an issue it was taken care of immediately. Dave Berkley asked if

anyone knew how wide the streets were. He said if someone is concerned about plowing the streets wider we should know just how wide they are.

**Park:** Linda Abrams reported that the sidewalk had not been shoveled off at the Park. Brian Canfield said this is a liability and the walks need to be cleared off.

**Sewer:** Working Fine. Peter Bryan asked about his responsibility for his sewer line. Bob Manahan replied that the resident is responsible from within one foot inside the property line.

**Water:** Michelle Dunham will take over the responsibility of reading the water meters. Anne asked if she had any one to help her with this. Brian Canfield said he would be able to. The readings have to be done by the 4<sup>th</sup> of each month and turned in to Anne.

Anne reported that there had been a lot of frozen meters last month. This was due to heat tapes not working and below freezing temperatures. Water usage was up. Bob Manahan said that the property owner is responsible for damage to the water meters and remotes.

**Code Enforcement:** The issue of having a Code Enforcement Officer was discussed. Anne Berkley asked if Council members could make an attempt to contact residents about being in violation of an ordinance would we really need to hire someone. Brian Canfield said that the borough had tried that and it did not work. Michelle Dunham made a motion to advertise for a part time Code Enforcement Officer. Brian Canfield seconded it. Unanimous vote, motion carried.

**Economic Development:**

Michelle passed out folders to the Council and asked them to review her strategic planning report and tell her how they would like to continue.

Brian Canfield reported that the County Commissioners have approved to support the Luzerne College site in New Albany. As soon as Wyalusing signs the agreement Luzerne can start to make plans to start up, possibly by summer or fall.

**Bills:**

**General**

NAVFD	\$30.00	Hall rental
Frontier	\$35.32	Borough Phone line
Penelec	\$15.53	Park Electricity
Gannon	\$1162.00	Insurance
Daily Review	\$25.31	Advertisement
NTSWA	\$4.00	Trash removal
Post Office	\$11.32	Postage for end year reports, &W-2's
Stacey McBride	\$12.60	Postage for taxes
County Office Supply	\$33.60	W-2's and 1099 forms
Payroll	\$280.00	Secretary/Anne Berkley
Stacey McBride	\$75.72	Commission
Kevin Downs	\$40.63	Commission
PBCA	\$25.00	Yearly Dues

**Highway/Plgit**

D.A. Stryker	\$383.66	Cinders
Penelec	\$260.78	Street Lights
Terry Williams	1706.25	Plowing/Cindering

**Sewer:**

Frontier	\$32.17	Phone
Benchmark	\$285.50	Testing
JMB Supply	\$ 303.67	Supplies
Penelec	\$683.93	Electric
Larry Rohe	\$18.02	Supplies
Post Office	\$84.00	Customer Billing Postage
Payroll	\$280.00	Secretary/Anne Berkley
Payroll	\$125.00	Scot Sample
Payroll	\$520.00	Larry Rohe

**Water:**

Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan
Frontier	\$35.82	Booster Station Phone Line
Penelec	\$14.44	Well 2
JMB Supply	\$19.02	2 curb Wrenches
Payroll	\$280.00	Secretary/ Anne Berkley

Michelle Dunham made a motion to pay the bills, Brian Canfield seconded the motion, unanimous vote, motion carried.

**Unfinished Business:** Brian Canfield reported that he had a call in to Warren Knapp concerning the Agility Program and was waiting for a reply. Michele Dunham was unable to attend the Fire Company meeting. Larry Westbrook again asked for a key to the Social Hall so he can have a copy made. Michelle Dunham was unable to attend the COG meeting.

**New Business:**

Anne Berkley said the Borough needs a new minute book and was wondering if just a bound notebook would do instead of an expensive minute book. Bob Manahan suggested checking in the Borough Code book on this. Also Anne asked if the Borough would consider installing a lock box at her home for water and sewer payments, since her shop is closed and she will no longer hours available. Concern over security was voiced and it was decided to have the residents mail their payments instead.

Bob Manahan suggested that the Council adopt a policy to erase or record over the tape recordings of the meetings after the approval of the minutes. Bob explained that magnetic tapes are not a good way to store material on. These are just to help the secretary do a more accurate job with the minutes. The exception being if a tape recording is requested then a copy will be made. Michele Dunham made a motion to adopt the policy, Bob Manahan seconded it, unanimous vote, motion carried.

**Announcements:**

Next months meeting will be March 2, 2009.

Larry Westbrook adjourned the meeting at 9:10 p.m.

Respectfully Submitted

Anne Berkley

February 2, 2009

March 2, 2009

Meeting was recorded, public was notified.

The meeting was called to order at 7:05 p.m. The following were in attendance: Larry Westbrook, Robert Manahan, William Thompson, David Berkley, Michelle Dunham, Brian Canfield, Dan Dunham, Peter Bryan, Dan Hollingshead, Francis Zurn, Terry Williams, Timothy Williams, Brandon Brown, Richard Robinson, Vida Williams, Warren Knapp and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council Members were present except Linda Abrams

**Minutes:**

The minutes were read and Brian Canfield made a motion to accept the minutes. Michelle Dunham seconded the motion. The vote was unanimous, motion carried.

**Citizens to be heard:** President Westbrook

Announced a need for an executive meeting to be held later in the meeting.

**Agility Program:** Warren Knapp, PENNDOT Assistant Maintenance Manager gave a presentation on the Agility Program. Council discussion brought about the agreement to sign up for this. Brian Canfield made a motion that New Albany Borough enter into an agreement with PENNDOT and pass a resolution to appoint Council President Larry Westbrook as the authorized signature. Bill Thompson seconded the motion. A Roll Call vote was made with Larry Westbrook, Robert Manahan, William Thompson, David Berkley, and Brian Canfield voting yes. Michelle Dunham was not available. Motion carried.

**Elected Officers:** Mayor Dan Dunham reported that the Blood Drive would be held on March 18<sup>th</sup> from 2 to 6 pm. Borough Clean Up Day will be scheduled for the third Saturday in May. Dan will contact Northern Tier about the dumpster's availability. Dave Berkley and Terry Williams will be doing town pick up. New rules and more clarification will be implemented this year.

**Treasurers Report**

**Checkbook balances:**

**Borough:** \$22,953.21 in the Money Market account. \$10,005.85 in checking account

**Highway:**

Plgit \$473.44

**Sewer:** \$18145.43 in the Money Market account. \$10,174.72 in checking account

**Water:** Money Market account \$13,654.97 \$4,400.77 in checking account

**Sewer Reserve:** \$25,932.29

A motion was made by Bob Manahan to accept the Treasurers report. Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, William Thompson, David Berkley, and Brian Canfield voting yes. Michelle Dunham was not available. Motion carried.

**Committee Reports:**

**Emergency Management:** Bill is working on resource management. Each year it is updated.

**Highway:** Dave Berkley again brought up the subject of purchasing a building for cinders. More discussion was made on the cost of this. It was decided to table this until next month. Bill Thompson will be meeting with a representative to go over the blueprints on the 2010 bridge project.

**Park:** Dave Berkley feels that the council needs to be a working council. Committee members of the Park need to put forth effort instead of complaining. Locks will be replaced for all borough property. Keys will be issued and signed for.

**Sewer:** Bob Manahan started up the generator at the sewer plant. He will be doing that monthly. Things seem to be running smoothly.

Each year the sewer account is mandated to add \$2500.00 to a CD. A motion was made by Dave Berkley to purchase or add to a CD in the amount of \$2500.00. Brian Canfield seconded the motion. A Roll Call vote was made Larry Westbrook, Robert Manahan, William Thompson, David Berkley, Michelle Dunham, Brian Canfield voted yes. Motion carried.

The loan that the Borough has with USDA is available to pay monthly instead of biannually, automatically withdrawn out of the sewer account. This will save interest over the years. Brian Canfield made a motion to pay this loan monthly. David Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, William Thompson, David Berkley, Michelle Dunham, and Brian Canfield voting yes. Motion carried.

The Council then went into an executive meeting to discuss a council member's involvement with issues.

The council returned and at that time Anne Berkley left due to tension and illness and felt she could no longer continue with the meeting. David Berkley also left at this time. President Larry Westbrook adjourned the meeting.

A continuation meeting was scheduled for March 7, 2009. Meeting was recorded, public was notified. The meeting was called to order at 5:05 pm. It was held at the Baptist Church.

The following were in attendance: Larry Westbrook, Robert Manahan, William Thompson, David Berkley, Linda Abrams, Dan Dunham, Peter Bryan, Dan Hollingshead, Gene Day, Dave Cott, Dave Hindman, Dale Hatch, Chris Edwards, Vida Williams, and Anne Berkley.

Larry Westbrook opened the meeting stating the council would resume where it had left off at the previous meeting.

Anne Berkley spoke to the council and stated that she was sorry that she and Dave had left so abruptly at the last meeting. She admitted to poor judgment and apologized and said they acted unprofessionally and assured the council that it would never happen again.

**Roll Call:** All Council Members were present except Brian Canfield and Michelle Dunham

**Water Committee:** Dave Berkley reported that the leak at Myron Whiting place was once again fixed. Bob Manahan stated that Myron had dug that up the first time by hand and it was found to be the Boroughs responsibility. He said that Myron should be compensated for the time he spent digging. Bill Thompson suggested that Myron submit a bill to council with the hours he put in. Dave Berkley said he would like to be compensated for his time as well as Bill Thompson for time spent doing the labor on the water and sewer. Bob Manahan made a motion to pay Dave and Bill for work they do such as the water lines, sewer grinder pumps, meter reading. President Larry Westbrook then handed the gavel over to Vice President Bill Thompson. At that time Larry Westbrook seconded the motion. Vice President Bill Thompson returned the gavel to President Larry Westbrook. A Roll Call vote with Larry Westbrook, Robert Manahan, voting yes, David Berkley and Bill Thompson abstained because of conflict of interest, Linda Abrams abstained also, when asked for her reason to abstain she said she didn't think it was right to pay them for what they had done, she thought it was all volunteer. When she was asked if she would

do it she said no. She then changed her vote to yes. Motion carried. Bill and Dave were asked to keep track of their hours in a journal. It was agreed on \$8.00 an hour.

**Ordinance Enforcement:**

2 resumes were submitted to the borough for consideration of employment. Dave Berkley suggested sending 2 council members to talk to an ordinance violator. If that doesn't take care of the problem, he would like to see the Mayor send a letter with our intentions of taking legal action, if that doesn't work then we turn it over to our Solicitor. Mayor Dunham said we would have to have procedural steps in order. A meeting was scheduled for March 16<sup>th</sup> at 5:00pm to work on this.

**Economic Development:** Brian Canfield was unable to attend the meeting, no report was given.

**Bills:**

**General**

NAVFD	\$30.00	Hall rental
Baptist Church	\$30.00	Rent for building use.
Terry Williams	\$237.50	Street Maintenance & Calcium
Penelec	\$260.53	Street Lights
Penelec	\$15.85	Park Electric
NTSWA	\$4.00	Trash
Debbie McComb	\$300.00	1/3 Audit
Stiffler & McGraw	\$224.00	PENNDOT Correspondence
Frontier	\$32.79	Borough Phone
Quill	\$284.52	Minute Book, stamp, banker boxes
Gemplers	\$161.65	6 Safety Vests
Kathy Chase	\$34.56	1/3 Emergency Management
Anne Berkley	\$280.00	Borough Secretary

**Highway/Plgit**

DA Stryker	\$334.75	Cinders
------------	----------	---------

**Sewer:**

Frontier	\$32.17	Phone
Benchmark	\$272.50	Testing
Agway	\$72.90	Sodium sesquicarbonate
Gannon	\$1062.00	Insurance
Penelec	\$677.51	Electric
Debbie McComb	\$300.00	1/3 Audit
Anne Berkley	\$280.00	Borough Secretary
Scot Sample	\$212.50	Sewer Manager
Larry Rohe	\$440.00	Sewer Manager
Larry Rohe	\$12.72	Extension cords

**Water:**

Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan
Frontier	\$35.61	Booster Station Phone Line
Penelec	\$14.14	Well 2
Towanda Water	\$1707.98	Water usage



Debbie McComb	\$300. 00	1/3 Audit
Anne Berkley	\$280.00	Borough Secretary
Mike Higley	\$100.00	2 hours back hoe

Bob Manahan made a motion to pay the bills, Bill Thompson seconded it, A Roll Call vote was made with Larry Westbrook, Robert Manahan, William Thompson, David Berkley and Linda Abrams, voting yes. Motion carried.

**Unfinished Business:**

Dave Berkley made a motion to have the Secretary Anne Berkley to make calls and hire a new solicitor for the Borough. Bill Thompson seconded it. Vote was unanimous, motion carried.

Gene Day wanted to know what was being done about the obsessive noise complaint he made.

Dave Berkley suggested that he call the police to report disturbance of the Peace. We do not have a noise ordinance in place. The Borough will check with other towns to see if they have noise ordinance and how it works for them. Gene Day would like a letter written to his neighbors. Bob Manahan made a motion that a letter be sent to the property owners. Dave Berkley seconded it. Vote was unanimous, motion carried.

**New Business:** Dave Cott asked why we weren't using Well 2 for our water. Bob Manahan said it was DEP mandated and used only for a back up. He also asked about having a town yard sale. Mayor Dan Dunham will approach the rotary club about the possibility of having one.

Dave Hindman brought up the fact that a tax ordinance was not put in place this year. Anne Berkley said she was not made aware of this requirement. Mayor Dunham will check into this.

Dave Berkley made a motion to hold the Council meetings at The Baptist Church instead of the Social Hall. Bob Manahan seconded it. Vote was unanimous, motion carried.

Discussion of the Park brought about the Council deciding to change the way it has been run. A rental/permit contract will be used as well as implementing a \$25.00 deposit, to be refunded when park is inspected and everything is in order. The organizations that have not been charged in the past will be asked if they could take a turn in mowing the park. Dave Berkley will be running a volunteer work bee for the park the first or second weekend in April. Once again the Park will be run with volunteers. Dave will be doing the maintenance on the mower. The bathrooms need to be cleaned before and after each use. Mayor Dunham stated that he has done weddings at the Park and wondered if the Borough would want to charge for that. It was decided that a charge would be implemented. They will be told to contact the Borough for rent of the gazebo. More accountable record keeping will also be put into order.

A discussion on what to do with the old hydrants was brought up. Bill Thompson suggested donating one to the Bradford County museum. Bob Manahan suggested selling them. Dave Berkley suggested selling them on EBay. The regulations as to selling them will be checked into.

Bob Manahan reported that the Insurance Company needs an inventory of items that are in each building that the Borough owns. The rotary club will need to submit a list of items in the concession stand. Council members will be doing an updated list as well.

The road to Well 2 is washing out. Penelec has sent a complaint letter to the borough.

Next months meeting will be April 6, 2009.

Larry Westbrook adjourned the meeting at 7:02 p.m.

Respectfully Submitted

Anne Berkley

March 7, 2009

April 6, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Dan Dunham, Peter Bryan, Dan Hollingshead, Dave Cott, Vida Williams, Gayle Tyrrell, Lisa Tyrrell, Brandon Hillyard, Randy Smith, Nikki Jenner, Dave Manley, Rita Manley, Jan Stoddard, and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** Council Members present, Dave Berkley, Bob Manahan, Brian Canfield, and Larry Westbrook, Council members absent, Linda Abrams, Bill Thompson, and Michelle Dunham

Shirley Doan would like to donate flowers to the Borough. Council greatly appreciated the offer and will look into purchasing containers to put them in. Mrs. Doan will be donating enough plants that the no parking side of Front Street will be lined with flowers.

#### **Minutes:**

The minutes were read and Dave Berkley made a motion to accept the minutes. Bob Manahan seconded the motion. The vote was unanimous, motion carried.

#### **Citizens to be heard:**

Lisa Tyrrell addressed the letter that Council had sent regarding a noise complaint. The council after much discussion decided that the Tyrrell's were not in violation and considered this issue settled.

Randy Smith felt his water bill was unjust. Dave Berkley said he had told Mr. Smith he had leaks and needed to repair them and what ever water goes through the meter the customer is responsible for. Mr. Smith said that he could not have used 24 units of water and that he has checked and does not have any leaks. Council reminded him that accurate readings are taken each month and leaks must be fixed. Larry Westbrook and Dave Berkley will visit the Smith property and help determine if there are leaks.

Vida Williams said that the ditch needs to be cleaned out at Jones Alley. She had concerns about trash at a property on Main Street. Council members Larry Westbrook and Dave Berkley will visit properties on Main Street and Front Street and remind the two residents that they are in violation of the Property Maintenance Ordinance.

Jan Stoddard said she was under the impression that a few people in town were forgiven their water and sewer bills. Anne Berkley said she had been misinformed, the only forgiveness that was given was a one time offer made when she held office. That offer was a short term agreement offered to customers with outstanding balances. They were forgiven only the finance charges if they agreed to pay the arrears in full. Bob Manahan stated that in previous years the water company was on the verge of bankruptcy. Before 2008 the water account had a deficit. Now things are running smoothly with just a few accounts running behind. Anne Berkley stated that no account is allowed to fall any more than 60 days in arrears. When that happens the customer is given a termination notice and water is shut off. She added that the council has only had to do one shut off.

Jan Stoddard also asked what happened to the proclamation that her family had concerning the street name of Lola's Way. She was told that the borough had received street names from the Commonwealth of Pennsylvania and had to comply with them.

Rita Manley stated that she like the boroughs website and enjoyed being informed of happenings in town.

**Elected Officers:** Mayor Dan Dunham stated that notices for Trash Pick Up Day should be sent out in the May bills.

#### **TREASURER'S REPORT:**

District Justice & Fines, \$214.79  
 Bradford Co treasurer: \$406.53  
 Kevin Downs - EIT 3/27- \$1188.62

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg \$7480.16	\$9,781.17	\$7,400.32	\$3,613.42	\$25,999.66
MM	\$22,969.10	\$13,664.42	\$18,157.99	

A motion was made by Brian Canfield to accept the Treasurers report. Bob Manahan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Bill Thompson were not available. Motion carried.

**Committee Reports:**

**Emergency Management:** No report

**Highway:** Pete Bryan and Bob Manahan worked on the drain on Main Street and unclogged it. Bob Manahan cleaned out the storm drain up by the park.

**Park:** At the meeting the Council decided to implement new rules. More accountable record keeping will be put into order. All requests for reunions and parties, etc will be put on a calendar. The person in charge has to sign an agreement form and pay for the pavilion or gazebo at that time. A deposit is going to be requested and held until the activity is over. At that time a council member will inspect the park and if everything is left as it was, they will get the deposit back. No activities will be allowed at the park until council approves it. If any organization or person wants to hold an activity other than a reunion, at the park they also will have to pay this year. A motion was made by Brian Canfield to accept the new form and procedures for events schedule at the park. Dave Berkley seconded the motion. The vote was unanimous, motion carried.

**Sewer:** Everything is running well.

**Water:** Everything is running well.

**Ordinance Enforcement:** Nothing to report

**Economic Development:** Brian Canfield reported that both a Physicians group and Trehab are interested in possibly setting up a business in New Albany. They will both be contacting Brian within a few weeks.

**Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$16.96	Park Electric
NTSWA	\$4.00	Trash
Frontier	\$.69 credit	Borough Phone paid twice while setting up ET
Kathy Chase	\$19.22	1/3 Emergency Management
Post Office	\$84.00	Postage for billing
Leljedals	\$141.05	New lock and keys for park
The Daily Review	\$110.80	Advertising
PSATS	\$60.00	Registration for Anne Berkley
Anne Berkley	\$66.69	Registered mail postage/supplies for Park clean-up
Gannon	\$187.00	Park Insurance
Payroll	\$280.00	Borough Secretary/Anne Berkley

**Highway/Plgit**

Penelec	\$260.53	Street Lights
---------	----------	---------------

**Sewer:**

Frontier	\$32.17	Phone
Benchmark	\$206.00	Testing
McGuire's Septic Service	\$1250.00	Sludge removal

USDA	\$6068	Loan
USDA	\$1517.00	3/28 monthly loan payment
USDA	\$1517.00	4/28 monthly loan payment
Agway	\$54.40	4 V belts
Penelec	\$654.84	Electric
Citizens & Northern	\$2500.00	Purchase of certificate of deposit
R&M Equipment	\$264.00	Oil & Filters
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$175.00	Sewer Manager/Scot Sample
Payroll	\$500.00	Sewer Manager/Larry Rohe

**Water:**

Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan
Frontier	\$35.61	Booster Station Phone Line
Penelec	\$14.40	Well 2
Gannon	\$1162.00	Insurance
DA Chase	\$100.00	Copper pipe and couplings
Towanda Water	\$3851.62	Water usage February and March
Post Office	\$84.00	Postage for billing
Myron Wittig	\$208.00	Work done on water line
Payroll	\$108.00	Meter reading Feb. & March/Dave Berkley
Payroll	\$52.00	Meter reading April/Dave Berkley
Payroll	\$280.00	Borough Secretary/Anne Berkley

Bob Manahan made a motion to pay the bills, Dave Berkley seconded it, and A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Bill Thompson were not available. Motion carried.

**Unfinished Business:** Nothing

**New Business:** Brian Canfield stated that a representative from Chesapeake Gas Company would like to talk to residents of New Albany about leasing their property to the Gas Company. The Council will hold two town meetings. The first meeting will be informative. The second meeting will be for interested property owners to sign up. Anne Berkley will check with Dave Hindman on the possibility of holding the town meetings at the Social Hall.

Larry Westbrook read a brochure offering training and other updated things for borough secretaries. Anne Berkley expressed her interest in participating. A motion was made by Brian Canfield to pay for Anne to go. Bob Manahan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Bill Thompson were not available. Motion carried.

Dan Dunham reported that the Bradford County Community Development Block Grant has been approved for the Park.

Next months meeting will be May 4th, 2009.

Larry Westbrook adjourned the meeting at 9:20 p.m.

Respectfully Submitted

Anne Berkley

April 6, 2009

May 4, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Brian Canfield, Dan Dunham, Peter Bryan, Dan Hollingshead, Dave Hindman, Francis Zurn, Drew Conklin, Robert Vicioso, Vida Williams and Anne Berkley.

Vice President William Thompson opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** Council Members present, Dave Berkley, Bob Manahan, Brian Canfield, and Bill Thompson, Council members absent, Linda Abrams, Larry Westbrook, and Michelle Dunham

**Minutes:**

The minutes were read and Brian Canfield made a motion to accept the minutes. Dave Berkley seconded the motion. The vote was unanimous, motion carried.

- **Citizens to be heard:** Vida Williams said she thought the streets were in bad shape again. She also had concerns over burn violations. Bob Manahan and Brian Canfield will visit the homeowners and inform them of the ordinance. Vida asked about the front of a homeowner's house being blocked by an electric dog fence. She was told that it was just flags and not an actual fence. Vida stated that the holes in Jones alley need to be cleaned out. Vida would also like the edge of the bridge on rt. 220 painted.
- Robert Vicioso had concerns over trash by his dumpster that is not his. Dave Berkley and Bill Thompson will speak to the tenants and property owner and notify them of the Boroughs Property Maintenance Ordinance. Robert also requested parking signs in front of his business.
- Drew Conklin announced the Fishing Derby at Wiles Pond on May 17<sup>th</sup> starting at 11am.

**Elected Officers:** Mayor Dan Dunham had received calls concerning a large water bill. The residents do not feel they should have to pay this. They believe it is a faulty meter. The council decided that they are responsible for the bill and told the Secretary to proceed as usual with that matter. All customers are to be treated the same. If the property owner has leaks it is their responsibility to fix them. Bill Thompson will install a new meter, but the leaks have to be fixed and the bill has to be paid.

**TREASURER'S REPORT:**

District Justice & Fines, \$214.79  
Bradford Co treasurer: \$406.53  
Kevin Downs - EIT 3/27- \$1188.62

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg \$7480.16	\$9,781.17	\$7,400.32	\$3,613.42	\$25,999.66
MM	\$22,969.10	\$13,664.42	\$18,157.99	

A motion was made by Brian Canfield to accept the Treasurers report. Dave Berkley seconded it. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley, and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

**Committee Reports:**

**Emergency Management:** Kathy Chase was unable to attend.

**Highway:** A motion was made by Bob Manahan to purchase a storage unit for cinders. Dave Berkley seconded it. . A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley, and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

**Park:** Pete Bryan and Dan Hollingshead donated a basketball net and 2 flower Pots. Pete stated that 4 picnic tables were in very poor condition. Council decided to send them down to T&M and have them fixed. Bill Thompson will be installing a new sensor for the light. Another park clean up day has been scheduled for Sunday, May 17. All Council and Rotary Club members are asked to help out. Any volunteers would be helpful.

**Sewer:** Everything is running well

**Water:** Brian Canfield is trying to get financial help for the road to Well 2. He did the necessary paper work and gave his presentation to the Council.

**Ordinance Enforcement:** Dave and Larry made two visits; each issue was taken care of.

**Economic Development:** Brian Canfield reported that both a Physicians group and Trehab have expressed interested in possibly setting up a business in New Albany. They will both be contacting Brian within a few weeks.

**Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$16.11	Park Electric
NTSWA	\$4.00	Trash
Peoples State Bank	\$18.00	Safe Deposit Box Yearly Rent
New Albany Children's Fund	\$50.00	Fishing Derby
Leljedals	\$79.98	Park Supplies
The Daily Review	\$194.48	Advertising
Quill	\$135.87	Toner for copier & printer. 12 Notebooks
Bob Manahan	\$10.00	Lawn Mower Gas for Park.
Gannon	\$1162.00	Insurance
Payroll	\$280.00	Borough Secretary/Anne Berkley

**Highway/Plgit**

Penelec	\$260.53	Street Lights
---------	----------	---------------

**Sewer:**

Frontier	\$32.16	Phone
Benchmark	\$206.00	Testing /5 invoices
Towanda Sewer System	\$810.90	Sludge
USDA	\$1517.00	monthly loan payment
Bob Manahan	\$6.28	Reimbursement for braces from Lowes
Penelec	\$579.24	Electric
Postmaster	\$84.00	Postage
Commonwealth of PA	\$500.00	Application fee for Sewer Permit
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$150.00	Sewer Manager/Scot Sample
Payroll	\$480.00	Sewer Manager/Larry Rohe

**Water:**

Mike Higley	\$75.00	1 1/2 hrs backhoe @ Arizzi
Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan
Frontier	\$35.65	Booster Station Phone Line

Penelec	\$319.22	Well 2
Towanda Water	\$1527.14	Water usage
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$48.00	Meter reading/ Dave Berkley

Bob Manahan made a motion to pay the bills, Brian Canfield seconded it, and A Roll Call vote was made with Bill Thompson, Robert Manahan, and Brian Canfield voting yes. David Berkley abstained. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

**Unfinished Business:** It was agreed that the secretary would compose a letter on behalf of the Borough Council to inform residents of clean-up day, park procedures, and town meeting for gas leases.

A motion was made by Bob Manahan to purchase flower pots at Agway for the donated flowers to be placed on the street. Brian Canfield seconded it. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

**New Business:** A discussion of the Borough to sign up for the gas lease resulted in Brian Canfield making the motion, that the Borough would take no upfront money and accepting 20% in royalties. Dave Berkley seconded it. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

Bob Manahan submitted a plan he had worked on to fix the bridge on Main Street. Dave and Bob will be working on this. A motion was made by Dave Berkley to purchase the products necessary to repair the bridge. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

Secretary Anne Berkley asked the Council's permission to purchase the necessary accessories so the Borough's camera can be used. This will include the USB cord, dock, software, memory card, user manual, and batteries. A motion was made by Brian Canfield to order the necessary items. Bob Manahan seconded the motion. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

A motion was made by Bill Thompson to purchase 2 loads of modified. Dave Berkley seconded the motion. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley and Brian Canfield voting yes. Michelle Dunham, Linda Abrams and Larry Westbrook were not available. Motion carried.

The Borough also adopted a resolution to name Peter Bryan as representative for future Act 32 meetings, with Larry Westbrook as alternate and Anne Berkley as the second alternate.

Next month's meeting will be June 1<sup>st</sup>, 2009.  
 Bill Thompson adjourned the meeting at 9:20 p.m.

Respectfully Submitted  
 Anne Berkley  
 May 4<sup>th</sup>, 2009

June 1, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Brian Canfield, Bill Thompson, Larry Westbrook, Linda Abrams, Michelle Dunham, Dan Dunham, Peter Bryan, Jennifer Woodruff, Lynn Westbrook, Karen Wells, Dale Hatch, Vitoria O'Connor, Vicky Cumiskey, Rita Manley, Dave Manley, Jan Stoddard, Dick Shoemaker, Judy Epler, Larry Newberry, Joellen Newberry, Connie Green, Vida Williams, Dave Hindman, Robert Vicioso, Kathy Chase, Theresa Berry, Drew Conklin, Debbie McComb, Pastor Van Horn, Attorney James Pryne, and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** Council Members present, Dave Berkley, Bob Manahan, Brian Canfield, Bill Thompson, Linda Abrams, Larry Westbrook, and Michelle Dunham

**Minutes:**

The minutes were read and Brian Canfield made a motion to accept the minutes. Bob Manahan seconded the motion. The vote was unanimous, motion carried.

**Elected Officers:** Mayor Dan Dunham stated that the Fire Company was waiting for the Council to write up the Fireman's agreement, as well as waiting for Bill Thompson to start training. Bill Thompson replied to this saying he was never told to start.

A town wide yard sale will be held July 18<sup>th</sup>. A letter will be in each resident's sewer and water bill this month.

**TREASURER'S REPORT:**

District Justice & Fines, \$69.90  
Kevin Downs - EIT - \$680.49  
Return Taxes- \$140.69  
Register & Recorder - \$597.80  
Tax Collector, Stacey McBride- \$6988.15

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg \$6964.96	\$22,098.37	\$3,059.05	\$6,635.43	\$28,517.35
MM	\$22,993.29	\$13,678.82	\$10,169.66	

A motion was made by Bill Thompson to accept the Treasurers report. Brian Canfield seconded it. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, Linda Abrams and Larry Westbrook voting yes. Motion carried.

**Committee Reports:**

**Emergency Management:** Bill Thompson handed in his resignation from emergency management. The council accepted this. Brian Canfield made a motion that the Council appoint Kathy Chase and accept the promulgation. Dave Berkley seconded the vote. All council members voted yes, with Bill Thompson abstaining from the vote. Motion carried.

**Highway:** During the recent rain storm the storm drain clogged up Drew Conklin, Pete Bryan and Bill Thompson worked on them. Dave Berkley stated that the cans that had been placed for cinders on Lawrence Street had been removed at the property owner's request.



**Park:** The park mower broke. Dave Berkley donated parts and Bob Manahan purchased the other parts and repaired the mower. Michelle Dunham and Brian Canfield will be responsible for the Park maintenance and bookings.

**Sewer:** Everything is running well. Bob Manahan has mowed the grass and started up the generator.

**Water:** Dave Berkley and Mike Higley worked on Arrizzi's line. Bill Thompson marked the water line for Penelec and Frontier.

**Ordinance Enforcement:** No reports

**Economic Development:** Michelle Dunham gave a report on strategic planning and why it is important to have a five year plan. She said in 5 years we will need to be able to cover expenses for water line repairs. She stated that we must focus on strengths. She reported that it was too late for the grant for the New Albany Farmers Market.

Brian Canfield will be meeting with Stiffler & McGraw on Thursday to discuss the storm drains.

**Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$18.84	Park Electric
Bob Manahan	\$86.75	Reimbursement for mower parts from Sears
Kathy Chase	\$27.89	Boroughs 1/3 of Emergency Management costs
NTSWA	\$4.00	Trash
The Daily Review	\$27.53	Advertising
Leljedals	\$109.36	Mower battery and marking paint
Staples	\$89.96	Kodak camera dock and batteries
Frontier	\$31.64	Borough Phone
Anne Berkley	\$40.70	Mileage for secretaries training class
Anne Berkley	\$42.88	Reimbursement for USB cord and camera memory card
Payroll	\$349.41	Stacy McBride, tax collector commission
Payroll	\$280.00	Borough Secretary/Anne Berkley

**Highway/Plgit**

Penelec	\$260.53	Street Lights
---------	----------	---------------

**Sewer:**

Frontier	\$32.16	Phone
Benchmark	\$206.00	Testing /5 invoices
Agway	\$212.40	Sodium Sesquicarbonate
Gannon Associates	\$1162.00	Insurance
Towanda Sewer System	\$161.52	Sludge treatment & disposal
USDA	\$1517.00	monthly loan payment
Penelec	\$560.93	Electric
Leljedals	\$23.98	Entry Locksets
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$150.00	Sewer Manager/Scot Sample
Payroll	\$500.00	Sewer Manager/Larry Rohe

**Water:**

Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan

Frontier	\$35.65	Booster Station Phone Line
Penelec	\$12.88	Well 2
Towanda Water	\$1535.36	Water usage
Leljedals	\$21.58	Marking paint and stake flags
PA Rural Water	\$273.00	yearly Dues
Payroll	\$280.00	Borough Secretary/Anne Berkley

Dave Berkley made a motion to pay the bills, Bob Manahan seconded it, and. A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, Linda Abrams and Larry Westbrook voting yes. Motion carried.

**Unfinished Business:**

Michelle Dunham will see about getting historical signs for the town.

**New Business:** A new resolution was put in place by the council. It will cut down on audience interruption during the meetings. A motion was made by Bob Manahan to adopt the new resolution. Voting yes were Bill Thompson, Robert Manahan, David Berkley, Brian Canfield, Linda Abrams and Larry Westbrook Motion carried. Michelle Dunham disagreed with some of the wording and voted no.

Secretary Anne Berkley asked permission to upgrade QuickBooks software. A motion was made by Brian canfield to upgrade the QuickBooks program. Bill Thompson seconded the motion. . A Roll Call vote was made with Bill Thompson, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, Linda Abrams and Larry Westbrook voting yes. Motion carried.

**Public Input:**

Jennifer Woodruff, representing her mother Roberta Shoemaker of the Shady Nook, read a letter her mother had written in response to the flyers and email distributed by Jan Stoddard. The letter stated that the Shady Nook Restaurant is not a part of the circulated items. She commended the Borough Council on the good job they have been doing.

Jan Stoddard was next with her input. She stated that she was a member of the church, community and a business owner. She felt that the council owed the rotary club, NAVF, churches an apology. Dan Dunham has done a wonderful job and she can't see why anyone should try to run against him. She felt that Dave Berkley was a bully. She doesn't feel the Fire Company should have to pay for water usage. Jan does not feel that the Baptist Church is an appropriate meeting place for the Borough meetings. Jan handed out awards she had made.

Teresa Berry came to Dave Berkley's defense saying she thought he had gotten the job done quite well and felt that the Council has done a wonderful job.

Karen Wells said the Rotary Club is not doing well and this is probably going to be the last year for them.

Next month's meeting will be July 6th, 2009.

Larry Westbrook adjourned the meeting at 9:05 p.m.

Respectfully Submitted  
 Anne Berkley  
 June 1st, 2009

July 6, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Brian Canfield, Larry Westbrook, Dan Dunham, Peter Bryan, Dave Manley, Larry Epler, Vida Williams, Kathy Chase, Gyla Dunn and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members present, with the exception of Linda Abrams and Michelle Dunham.

Due to the loss of William Thompson the Council had an opening to fill. It was stated that this position is temporary ending December 31, 2009. At that time the position will be opened again and will have to be filled. President Westbrook asked if any one was interested in filling this seat. Peter Bryan said he would be honored. Robert Manahan made a motion that council accept Peter Bryan and adopt the resolution to do so. Dave Berkley seconded the motion. All voted yes, motion carried. At that time Mayor Dan Dunham swore Peter in.

It was then stated by President Westbrook that council needed to fill the position of Vice President. David Berkley made a motion to nominated Robert Manahan. Brian Canfield seconded the motion. All voted yes, motion carried.

President Westbrook also said that the council needed to authorize Vice President Robert Manahan to sign checks and other documents when the President is unavailable. Brian Canfield made a motion to authorize Robert Manahan to sign checks and other documents. David Berkley seconded the motion. All voted yes, motion carried.

**Minutes:**

The minutes were read and Brian Canfield made a motion to accept the minutes. Bob Manahan seconded the motion. The vote was unanimous, motion carried.

**REPORT FROM ELECTED OFFICERS (MAYOR/TAX COLLECTOR):**

Dan Dunham stated that he had a complaint about a pothole on Railroad Street but that it had since been taken care of. He reminded everyone of the upcoming town wide yard sale on the 18<sup>th</sup>. He will be placing posters up to inform residents. Anne Berkley will be putting a reminder in the water and sewer bills as well as newspaper ads.

**TREASURER'S REPORT:**

District Justice -8.11  
Police Fines: \$139.01  
Kevin Downs - EIT \$1052.96  
Return taxes- 7.79  
Tax collector/Stacey McBride \$329.98

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg 6,706.72	22,770.19	2,662.09	4,717.93	28,537.87

MM	23,005.20	13,685.90	10,174.93	
----	-----------	-----------	-----------	--

A motion was made by Brian Canfield to accept the Treasurers report. Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michelle Dunham and Linda Abrams were not available. Motion carried.

## **Committee Reports:**

**Emergency Management:** Kathy Chase will be redoing the emergency management plans due to the loss of Bill Thompson. She also has chosen Christine Jayne as Deputy Emergency Management Coordinator.

**Highway:** David Berkley reported that he and Mike Higley had done work around the borough to include potholes and alley work.

**Park:** Dan Dunham reported that 5 reunions and 1 concert was booked for the Park. One of the large flower pots had been knocked over. Dan asked if the Borough would pay for the cement to install the pole for the volleyball net. Brian Canfield would like to resign from the park committee and put Peter Bryan in his place. Peter would like to think about it and it was decided to table this until the next meeting.

**Sewer:** Bob Manahan stated that the sewer is working well. He installed braces to hold up the roof over the electrical panels. He has done the mowing inside and out of the plant. Dave Berkley and Rob Fenton cut down trees and brush. A family is moving into a property that needs a grinder pump. Dave Berkley, Peter Bryan, Bob Manahan and Brian Canfield will do this Wednesday. A tripod would help with this job. Brian Canfield said he thought that one had been requested and purchased in the past. It has not been located.

**Water:** Dave Berkley set the date of the 8<sup>th</sup> and 9<sup>th</sup> to flush the hydrants. Peter Bryan, Larry Westbrook, Brian Canfield and Bob Manahan will be helping with this. A wrench will also be needed to complete this job.

**Ordinance Enforcement:** Robert Manahan said that the council needs to hire an Ordinance Enforcement Officer preferably someone who resides out of the borough. This position had been advertised previously. This will be for a part time position.

**Economic Development:** Brian Canfield reported that Luzerne has 2 classes scheduled for fall. A math class, introduction to Algebra and English 101 which is a basic writing class.

Concerning the Storm drain Project, a meeting the 30<sup>th</sup> of July has been scheduled by Brian Canfield with Stiffler & McGraw and Pennvest. They will go over what we have and what we need and look at the feasibility of the project, and funding will be discussed. Brian thinks we are in a good position to get funding. Estimated engineering cost is \$54,000. The study would be another \$7000. Bob Manahan asked when this would take place. Brian said it would be next year or the following. It is estimated to be about a million dollar project.

The idea of selling water to Chesapeake was discussed. Brian Canfield said this could be a 6 month process. He is waiting for a call back from Chesapeake to see if they are interested in buying from New Albany Borough. He estimated 90 days of selling water could generate a \$50,000 income. Permit cost are generally based on usage. He will be looking at Dushore's contract.

## **Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$15.35	Park Electric
NTSWA	\$19.00	Trash at Park
Frontier	\$32.77	Borough Phone
Leljedals	\$22.24	park bathroom repair
Leljedals	\$56.82	bridge repair
Gannon	\$1162.00	Insurance
Gannon	\$268.75	Renewal of Secretary / treasurer bond
Money Order	\$11.10	Police Clearance for Kathy Chase
Assoc. Of Mayor's	\$45.00	Dues for Dan Dunham
Bob Manahan	\$208.86	Reimbursement for supplies & mower gas
QuickBooks	\$369.94	Software upgrade
Dushore Agway	\$109.00	Planters
Post Office	\$88.00	Postage
Mike Higley Dump trucking	\$957.80	Borough work
Payroll	\$48.00	Dave Berkley Borough work/ potholes, alley, etc
Payroll	\$16.50	Stacy McBride/ tax collector commission
Payroll	\$280.00	Borough Secretary/Anne Berkley

**Highway/Plgit**

Penelec	\$260.08	Street Lights
---------	----------	---------------

**Sewer:**

Frontier	\$28.67	Phone
Benchmark	\$138.00	Testing
Main Pool & Chemical	\$301.25	hypochlorite/delivery/deposit
USDA	\$1517.00	monthly loan payment
Penelec	\$508.40	Electric
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$150.00	Sewer Manager/Scot Sample
Payroll	\$480.00	Sewer Manager/Larry Rohe

**Water:**

Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan
Frontier	\$39.18	Booster Station Phone Line
Penelec	\$12.88	Well 2
Towanda Water	\$2007.88	Water usage
Payroll	\$48.00	Meter reading June/Dave Berkley
Payroll	\$40.00	Meter reading July/Dave Berkley
Payroll	\$280.00	Borough Secretary/Anne Berkley

Brain Canfield made a motion to pay the bills, Bob Manahan seconded it, and a roll call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michelle Dunham and Linda Abrams were not available. Motion carried.

**Unfinished Business:** None

**New Business:** Anne Berkley asked if a new all in one printer could be purchased. The one that was donated is no longer working. She stated that the borough needs to send and receive faxes, scanning documents are

important and from time to time a color copy is needed. Brian Canfield made the motion to purchase a new printer. Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michelle Dunham and Linda Abrams were not available. Motion carried.

Anne also said that she and Dave would like to donate a tree in Bill's memory. The council agreed to plant it at the park. Dave Berkley said he would purchase a plaque for it.

Anne stated that several people have commented on the dislike of the sign saying that New Albany was established a long time ago. She asked if the actual date could possibly be placed on it instead. Dan Dunham said the rotary bought the signs and he will check with Mr. Metier, the sign maker and see what could be about this.

**Public Input:** Larry Epler approached the council with his idea to put a 20 unit motel and camper site in the borough. He asked if council would give him permission to do this. He also asked if the water and sewer rates be adjusted to water usage. The way it is set up now the unit costs would be more than \$600.00 just for sewer. Response was made that Bob Manahan and Anne Berkley will be going over the figures to see if the rates could be tied together, making it fair for the entire town. Brian Canfield said the "usage" method would be better, if this can be done. Bob Manahan said that according to the water ordinance the borough can't furnish water to a campsite because it is not permanent housing. As for cost to the borough, Larry Epler would be willing to do all the construction at his expense. Larry said he could take his ideas elsewhere if the council didn't want to accommodate him. Brian Canfield asked if it was an all or nothing approach. Larry Epler said he did not want to answer that question. He was told by council that no matter what was decided it would take time to make the changes.

Gyla Dunn explained her summer reading program at the Library. She asked if the council would allow a supervised mural be painted by the children, on the wall of the pump house. Brian Canfield made a motion to allow the summer reading program to use the west wall for the purpose of painting a mural. Peter Bryan seconded the motion. Unanimous yes vote followed. Motion carried.

Vida Williams said thank you to the council for clearing out the ditch along Jones Alley.

Next months meeting will be August 3<sup>rd</sup>, 2009.  
Larry Westbrook adjourned the meeting at 9:20 p.m.

Respectfully Submitted,  
Anne Berkley  
July 6<sup>th</sup>, 2009

August 3, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Brian Canfield, Larry Westbrook, Dan Dunham, Michele Dunham, Peter Bryan, Kathy Chase, Sandra Myhand and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members present, with the exception of Linda Abrams. Linda Abrams mailed her letter of resignation. Brian Canfield made the motion to accept it, Michelle Dunham seconded it. Unanimous vote, motion carried.

**Minutes:**

The minutes were read. Brian Canfield made a motion to accept the minutes as read pending two postage entry mistakes. Michele Dunham seconded the motion. The vote was unanimous, motion carried.

**REPORT FROM ELECTED OFFICERS (MAYOR/TAX COLLECTOR):**

Discussion of vandalism at the Park. State Police were called and parents were notified. Michele Dunham suggested a permission form for night activities.

**TREASURER'S REPORT:**

District Justice -57.79  
Kevin Downs - EIT \$1052.96  
Register & Recorder: \$193.32  
Tax collector/Stacey McBride \$449.50

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg 6,448.88	21,429.85	3,372.04	5,300.13	28,549.82
MM	23,017.24	13,693.07	10,180.26	

A motion was made by Peter Bryan to accept the Treasurers report. Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Committee Reports:**

**Emergency Management:** Kathy Chase stated that due to the resignation of Linda Abrams another change to the plans would have to be made. She also asked the council if the radios and pagers could be taken to Foster Communications for maintenance. Brian Canfield made the motion to do so, Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Highway:** Michelle Dunham requested 2 signs for no parking to corner be installed. We have the signs, they need to be put up. Dan Dunham will take care of this.

**Park:** Michele Dunham would like to add to the Park Use Application, a statement saying that a 72 hour notice is needed for cancellations for a refund to be given. Because of the vandalism at the Park, Dave Berkley suggested surveillance cameras to be installed. Robert Manahan fixed the door on the shed.

**Sewer:** Bob Manahan stated that the sewer is working well. Bob has been mowing the grass. Michele Dunham and her brother Chris will be weed eating. Michele Dunham stated that she would like to see the sewer plant updated with the necessary safety compliances. She would also like to go through the parts that are there and see what can be repaired or sold. She stated that she will go to the plant weekly and organize the files of the previous years.

Anne Berkley presented a usage proposal where the sewer rates could be determined by the customer's water usage. A decision will be made at the September meeting concerning this proposal.

**Water:** Dave Berkley stated that there were a few residents that were not trimming their trees and bushes so he could access the remotes. A note will be put in their water and sewer bill asking them to do so.

**Ordinance Enforcement:** Sandra Myhand was interviewed by the council for the part time position of Ordinance Enforcement Officer for the borough. Sandra is the part time ordinance enforcement officer for Wyalusing Borough. Dave Berkley made a motion to hire Sandra Myhand as Ordinance Enforcement Officer. Michelle Dunham seconded the motion. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Economic Development:**

Brain Canfield will have a report to present at the next council meeting concerning his meeting with Pennvest.

**Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$17.27	Park Electric
Frontier	\$32.10	Borough Phone
Rocket Courier	\$4.50	Yard Sale Ad
Calaman Computers	\$31.80	Borough Computer for Pete
Post Office	\$88.00	Postage
Payroll	\$16.50	Stacy McBride/ tax collector commission
Robert Manahan	\$344.49	Printer reimbursement
NTSWA	\$14.00	Trash Removal
NTSWA	\$961.80	Clean Up Day
Quill	\$69.98	2 cases copy paper
Anne Berkley	\$29.99	Borough Phone reimbursement
Kathy Chase	\$49.88	1/3 emergency management
Payroll	\$280.00	Borough Secretary/Anne Berkley

**Highway/Plgit**

Penelec	\$259.91	Street Lights
---------	----------	---------------

**Sewer:**

Frontier	\$32.32	Phone
Benchmark	\$276.00	Testing
USDA	\$1517.00	monthly loan payment



Leljedals	\$80.70	Parts for Grinder Pump
Penelec	\$604.01	Electric
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$237.50	Sewer Manager/Scot Sample
Payroll	\$540.00	Sewer Manager/Larry Rohe
<b>Water:</b>		
Pennvest	\$141.95	Loan
Peoples State	\$639.09	Loan
Frontier	\$39.18	Booster Station Phone Line
Gannon Insurance	\$1162.00	Insurance
Penelec	\$8.42	Well 2
Towanda Water	\$1521.66	Water usage
Payroll	\$48.00	Meter reading August/Dave Berkley
Payroll	\$280.00	Borough Secretary/Anne Berkley

Brian Canfield made a motion to pay the bills, Bob Manahan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Unfinished Business:** The 3 bids were presented to council for the manufacturing of the street signs. Brian Canfield made the motion to give the job to Bradco Supply, Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**New Business:** Brian stated that he had recently purchased some heavy duty shelving and he would be willing to sell the borough his excess at the price of \$50.00. Dave Berkley made the motion to purchase this shelving from Brian, Peter Bryan seconded the motion. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Michelle Dunham, and Peter Bryan voting yes. Brian Canfield abstained from the vote, Motion carried.

**Public Input:** None

Next months meeting will be September 8th, 2009.  
Larry Westbrook adjourned the meeting at 9:50 p.m.

Respectfully Submitted,  
Anne Berkley  
August 3, 2009

September 11, 2009

The scheduled meeting on September 8 was cancelled. It was rescheduled for September 11. The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Brian Canfield, Larry Westbrook, Michele Dunham, Peter Bryan, Daniel Dunham, Kathy Chase, Francis Zurn and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members present.

**Minutes:**

The minutes were read. Brian Canfield made a motion to accept the minutes. David Berkley seconded the motion. The vote was unanimous, motion carried.

**REPORT FROM ELECTED OFFICERS (MAYOR/TAX COLLECTOR):**

No report. Dan Dunham requested more bolts for the sign he is putting up.

**TREASURER'S REPORT:**

County Treasurer -\$345.44  
Kevin Downs - EIT \$937.34  
Tax collector/Stacey McBride \$58.17

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg 6,191.20	20,735.38	4,659.40	6112.41	28,563.55
MM	23,026.82	13,698.77	10,184.50	

A motion was made by Peter Bryan to accept the Treasurers report. Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Committee Reports:**

**Emergency Management:** Kathy Chase reported that the batteries were replaced in the radios and they are working well. She attended a training session for the H1N1 virus. She urged hand washing and staying home from work or school if you are ill. Kathy Chase reported that she needs the NIMS compliance forms. She needs to send the total up to county. August 15 was the date they needed to be in. Funding is affected by this. She is expecting to receive new criteria from PEMA. She would like to request an October meeting with the Borough Council, Overton Township, Albany Township, and New Albany Fire Department to discuss these important issues.

**Highway:** Brian Canfield will check with States Aggregates for an estimate on delivery and setting of the blocks for the cinder building. He also reported that there are two lots and the property edge of the Borough is the creek. The map stated that it is deeded to the Borough. Crosswalks will be painted by Robert Manahan and Peter Bryan.

**Park:** Michele Dunham reported that the mural has been completed by the children and will be presented at the Fall Festival. She will be asking children that have vandalized the park, to help with clean up. No other reservations other than the Festival are planned for the Park this season.

**Sewer:** Robert Manahan reported that the sewer plant has been working well. Still need the Grinder Pump fixed. Dave Berkley suggested meeting on September 16<sup>th</sup>, Wednesday night at 6:00 pm to fix the grinder pump

and finish flushing the hydrants. The Borough cannot locate the wrenches needed for the hydrants. Brian Canfield made the motion to purchase whatever tools are needed to operate the water company and sewer company efficiently. Michele Dunham seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Water:** Bushes and trees still need to be trimmed around meters so they can be read. Peter Bryan also suggested trimming the bushes around Lawrence Street.

**Ordinance Enforcement:** Dan Dunham said he would walk around the borough with Ordinance Enforcement Officer Sandra Myhand to inform her of residents and rental property.

**Economic Development:**

No report. Brian Canfield will have a report for next months meeting concerning Pennvest and DEP.

**Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$20.04	Park Electric
Frontier	\$32.70	Borough Phone
Sullivan Review	\$13.20	Yard Sale Ad
Daily Review	\$20.00	Yard Sale Ad
New Albany Borough Water	\$850.00	½ Hydrant Rental
Post Office	\$88.00	Postage
NTSWA	\$9.00	Trash Removal
Kathy Chase	\$32.94	1/3 Emergency Management
Daniel Dunham	\$5.01	Reimbursement for mower gas
Agway	\$7.99	Patch Mix
P&P Gravel Co.	\$297.05	Gravel
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$2.91	Tax Collector, Stacey McBride

**Highway/Plgit**

Penelec	\$259.91	Street Lights
---------	----------	---------------

**Sewer:**

Frontier	\$32.72	Phone
Benchmark	\$174.00	Testing
USDA	\$1517.00	monthly loan payment
Leljedals	\$31.70	Parts for Grinder Pump
Agway	\$479.60	40 bags of sodium sesquicarbonate
Gannon Associates	\$1162.00	Insurance
Penelec	\$688.97	Electric
WG Walden	\$403.73	Calibration & parts
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$150.00	Sewer Manager/Scot Sample
Payroll	\$500.00	Sewer Manager/Larry Rohe

**Water:**

Pennvest	\$141.95	Loan
Frontier	\$36.28	Booster Station Phone Line
Penelec	\$8.51	Well 2

Towanda Water	\$2438.32	Water usage
Payroll	\$48.00	Meter reading Dave Berkley
Payroll	\$280.00	Borough Secretary/Anne Berkley

Robert Manahan made a motion to pay the bills, Brian Canfield seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Unfinished Business:**

Anne Berkley reported that she cannot locate to resolution to amend the sewer ordinance. Michele Dunham will check at the court house to see if there is a copy filed there. She will also go through boxes at the sewer plant to try to locate it. It was suggested that the Solicitor be contacted.

**New Business:** A Town Meeting is scheduled for September 17 for borough residents for gas lease sign ups. Anne Berkley requested permission to go to a Budget Training meeting. October 1. Brian Canfield made a motion to send Anne Berkley and pay the fee. Peter Bryan seconded the motion. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, Michelle Dunham, and Peter Bryan voting yes. Motion carried.

**Public Input:** Robert Vicioso spoke saying it has been a year since he opened his restaurant and things are going well. He put up the parking sign one day, the next day he found it on the ground. He will be given a post to put the sign up again. He also stated that he will be available to help the council on Mondays until 3:00pm

Next months meeting will be October 5th, 2009.  
Larry Westbrook adjourned the meeting at 8.35 p.m.

Respectfully Submitted,  
Anne Berkley  
September 11, 2009

October 5, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Brian Canfield, Larry Westbrook, Peter Bryan, Daniel Dunham, Kathy Chase, Patricia Sanabria, Jennifer Miller, Mike McGroarty, Dave Manley and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members present, with the exception of Michelle Dunham.

Chesapeake Gas Company representative, Patricia Sanabria went over the terms with council for the gas lease. The Council was offered \$2000 per acre and 20% royalties. A motion was made by Brian Canfield to accept the offer of the properties Ms. Sanabria presented. Bob Manahan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, and Peter Bryan voting yes. Michele Dunham was unavailable. Motion carried.

**Minutes:**

The minutes were read. Brian Canfield made a motion to accept the minutes. David Berkley seconded the motion. The vote was unanimous, motion carried.

**REPORT FROM ELECTED OFFICERS (MAYOR/TAX COLLECTOR):**

Dan Dunham reported that the CBDG grant needs to have an architect drawing submitted. It is possible that we may be able to use Stiffler & McGraw engineering for the drawing. Robin D'Anna is checking on this. Dan reported a burglary of the concession stand at the Park. The state police are investigating. Five people have confessed. Dan Dunham spoke to two of the children's parents and he will be having them sand picnic tables at the park and other needed work.

**TREASURER'S REPORT:**

Kevin Downs - EIT \$1247.22  
Fire Relief Assoc. -\$1324.49  
County Treasurer \$230.65  
District Justice \$50.00  
Tax collector/Stacey McBride \$189.48

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg 5,933.00	21,668.23	4,960.02	3,821.87	28,567.54
MM	23,034.15	13,703.13	10,187.74	

A motion was made by Brian Canfield to accept the Treasurers report. Dave Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, and Peter Bryan voting yes. Michele Dunham was unavailable. Motion carried.

**Committee Reports:**

**Emergency Management:** Kathy Chase requested an October 27<sup>th</sup> meeting with the Borough Council, Overton Township, Albany Township, and New Albany Fire Department to discuss paperwork issues. She still has not received the necessary paperwork from the New Albany Volunteer Fire Department. She also would appreciate better communication from council members and the Mayor.

**Highway:** Peter Bryan and Bob Manahan cut several truck loads of trees and brush around Lawrence Street. Bob Manahan also repaired the bridge on Main Street. Discussion on installing the new street signs included how the other outlying municipalities dug the holes. Accurate Street and Alley maps will have to be used. It was decided that more money is needed for the cinder building.

A motion was made by David Berkley to spend \$2500 for cinder building. Bob Manahan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, and Peter Bryan voting yes. Michele Dunham was unavailable. Motion carried.

**Park:** No report

**Sewer:** Robert Manahan reported that the sewer plant has been working well. Pete and Bob moved all the lumber and street signs down to the Sewer Plant. It was decided to finish the grinder pump Tuesday night at 5:00pm.

**Water:** The Council discussed the possibility of purchasing or having a wrench made. More information will be gathered for this. A water tank inspection has to be scheduled. Larry Westbrook will check with Scot Sample on this.

**Ordinance Enforcement:** Anne will call Sandra Myhand for an update.

**Economic Development:**

Brian Canfield gave his report concerning the meeting with Pennvest and DEP. Repair of the Storm Sewer System as needed, has been done over the years. A complete replacement could be done with funding through Pennvest. Prior to summiting an application for funding, the borough would have to adopt a Storm Water Management Ordinance. To be eligible for grant funding there needs to be income. This would mean a \$30.00 monthly fee for each property owner for the next 30 years. Brian is still waiting for more facts and figures.

**Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$26.77	Park Electric
Frontier	\$32.70	Borough Phone
Sullivan Review	\$13.20	Yard Sale Ad
Daily Review	\$20.00	Yard Sale Ad
Bradco Supply	\$3318.74	Street Signs
Post Office	\$88.00	Postage
NTSWA	\$29.00	Trash Removal
Quill	\$54.54	3 boxes envelopes
Leljedals	17.06	Park Supplies
Brian Canfield	\$50.00	Steel Shelving
Kathy Chase	\$29.53	Emergency Management
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$9.47	Tax Collector

**Highway/Plgit**

Penelec	\$259.91	Street Lights
---------	----------	---------------

**Sewer:**

Frontier	\$28.82	Phone
Benchmark	\$206.00	Testing

USDA	\$1517.00	monthly loan payment
Gannon Associates	\$1162.00	Insurance
Penelec	\$747.99	Electric
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$175.00	Sewer Manager/Scot Sample
Payroll	\$460.00	Sewer Manager/Larry Rohe
Leljedals	\$6.66	Pipe for Treatment Plant
<b>Water:</b>		
Pennvest	\$141.95	Loan
Frontier	\$39.02	Booster Station Phone Line
Penelec	\$8.51	Well 2
Towanda Water	\$1954.58	Water usage
Payroll	\$280.00	Borough Secretary/Anne Berkley

Larry Westbrook made a motion to pay the bills, Peter Bryan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, Brian Canfield, and Peter Bryan voting yes. Michele Dunham was unavailable. Motion carried.

**Unfinished Business:** None

**New Business:** Trick or Treat will be held Saturday October 31 from 4:00pm to 5:30pm.  
Budget meeting will be held October 29 at 6:00 pm at the secretary's house.  
Anne will place an ad for bids on snow removal this month.

**Public Input:** Jennifer Miller asked if they could fix the Storm Drain on Lawrence Street by their property. The Council would appreciate their work.

Next months meeting will be November 2nd, 2009.  
President Larry Westbrook adjourned the meeting at 9:20 p.m.

Respectfully Submitted,  
Anne Berkley  
October 5, 2009

November 2, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Larry Westbrook, Peter Bryan, Daniel Dunham, Sandra Myhand, Victoria O'Connor, Vida Williams, and Anne Berkley.

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members were present, with the exception of Michelle Dunham and Brian Canfield.

**Minutes:**

The minutes were read. Peter Bryan made a motion to accept the minutes. Robert Manahan seconded the motion. The vote was unanimous, motion carried.

**REPORT FROM ELECTED OFFICERS (MAYOR/TAX COLLECTOR):**

Blood drive will be held on November 4<sup>th</sup> at the Social Hall. Dan Dunham reported for the Rotary Club. A statement was made at the June 1<sup>st</sup>, 2009 meeting by Karen Wells stating that the Rotary Club donates \$200 each year after the Fall Festival to the Borough. Dan Dunham reported that Judy Epler said this had not happened in years. It could not be recalled when a \$200.00 donation had been given to the Borough. In lieu of the \$200 the Rotary club would like to replace the roof of the storage building at the Park. Peter Bryan made a motion to accept the offer, David Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

**TREASURER'S REPORT:**

Kevin Downs - EIT \$557.56  
Tax collector/Stacey McBride \$113.64

**CHECKBOOK BALANCES:**

HIGHWAY/PLGIT	BOROUGH	WATER	SEWER	SEWER RESERVE
Chg 5674.13	16,347.91	6,098.41	3,443.46	28,572.37
MM	23,041.00	13,707.20	10,190.77	

A motion was made by David Berkley to accept the Treasurers report. Peter Bryan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

**Committee Reports:**

**Emergency Management:** Kathy Chase was unable to attend the meeting.

**Highway:** Peter Bryan and Robert Manahan painted the cross walks. Robert Manahan has continued work on the bridge on Main Street.

One Bid for winter maintenance was submitted. It was opened and read. Peter Bryan made the motion to accept the bid made by Terry Williams. Robert Manahan seconded it. A Roll Call vote



was made with Larry Westbrook, Robert Manahan, David Berkley, and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

Brian Canfield had left word for the council that the cinder building project needed more funds. Peter Bryan made a motion to spend \$3500 on the project. David Berkley seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried. Dave Berkley said that he would check with Mike Higley for the use of his backhoe. A motion was made to use Mike Higley's backhoe by Larry Westbrook, seconded by Peter Bryan. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

**Park:** Peter Bryan and Robert Manahan worked at the Park. They turned off the water and did other necessary winter preparation. They dug up the outside shut off, replaced the valves, took an air compressor and blew out the water lines. The Park was in disarray. Pete said the tables and benches are still out and a lot of big branches on the lower lawn. Bob cleaned the mud and dirt off the mower; it had several scrapes and dents. The mower deck was shoved back and hit the blade. Blades were bent and new ones ordered, and shifter didn't work. He was able to straiten the shifter lever. He also changed the oil and air filter. It needs a new starter. Bob would like to see regular maintenance on the mower so it will be usable in the future. A motion was made by Peter Bryan to purchase a new starter. Larry Westbrook seconded the motion. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried. Pete and Bob picked up flower pots on Front Street. The rest of the council members expressed their thanks to Pete and Bob for their work.

**Sewer:** Robert Manahan reported that the sewer plant has been working well. Because of vandalism and theft a new combination lock will be purchased for the gate.

**Water:** The Council discussed the fire company not paying for or reporting the water they used to fill pools this year. It was agreed that from now on they must follow the rules. They must fill out the application form and pay for it. This is a violation of the water ordinance and must be complied with.

**Ordinance Enforcement:** Sandra Myhand has recently lost a family member making it hard for her to get to New Albany. She will be back on the job this month.

**Economic Development:** Brian Canfield was not present to report.

**Bills:**

**General**

Baptist Church	\$30.00	Rent for building use.
Penelec	\$17.14	Park Electric
Frontier	\$32.10	Borough Phone
PSAB	\$121.00	Annual Dues
Daily Review	\$16.43	Legal Notice
Bradco Supply	\$526.30	Street Sign brackets
NTSWA	\$24.00	Trash Removal
NAFire Company	\$1324.49	Relief Funds
Robert Manahan	\$5.70	park oil for mower
PAUC Fund	\$25.00	yearly fee

Kathy Chase	\$30.77	Emergency management
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$5.66	Tax Collector/ Stacey McBride
Payroll	\$20.00	Sandra Myhand/ enforcement officer
<b>Highway/Plgit</b>		
Penelec	\$259.91	Street Lights
<b>Sewer:</b>		
Frontier	\$32.26	Phone
Benchmark	\$206.00	Testing
USDA	\$1517.00	monthly loan payment
Gannon Associates	\$1162.00	Insurance
Penelec	\$625.24	Electric
USA Blue Book	\$206.38	Testing supplies
Robert Manahan	\$8.56	Oil for Treatment Plant
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$175.00	Sewer Manager/Scot Sample
Payroll	\$500.00	Sewer Manager/Larry Rohe
<b>Water:</b>		
Pennvest	\$141.95	Loan
Frontier	\$35.42	Booster Station Phone Line
Penelec	\$8.58	Well 2
Towanda Water	\$1943.62	Water usage
Payroll	\$280.00	Borough Secretary/Anne Berkley
Payroll	\$96.00	Dave Berkley/ Oct,Nov.meter reader

Larry Westbrook made a motion to pay the bills, Peter Bryan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, and Peter Bryan voting yes. David Berkley abstained. Michele Dunham and Brian Canfield were unavailable. Motion carried.

**Unfinished Business:** A new agreement was written for the Borough and the New Albany Volunteer Fire Company. It states that if the fire company submits proper and timely paper work to the council and emergency management, the Borough Council will purchase \$1000 worth of needful items for the fire company. Dave Berkley made motion to accept the new agreement and send it to the Fire Company President Dale Hatch. Peter Bryan seconded it. A Roll Call vote was made with Larry Westbrook, Robert Manahan, David Berkley, and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

A brief report of the meeting held on October 27<sup>th</sup> with the Fire Company and other municipalities was given.

Anne Berkley stated that the yearly budget meeting was held on October 29<sup>th</sup>, 2009. Dan Dunham, Michele Dunham and Brian Canfield did not attend.

The tentative budget for 2010 and the proposed tax ordinance were submitted. The budget and tax ordinance are on display and available for public viewing at the secretary's home. Both will be voted on at the next meeting.

The new sewer and water resolutions will be presented at the next meeting and voted on. These resolutions will make it possible to bill customers a flat rate and actual sewer usage according to water usage. There will also be a change to the unit description.

**New Business:** Peter Bryan expressed his concern over Mayor Dunham submitting a letter on behalf of Robert Vicioso on a legal matter between the two of them. Dan replied that he had no knowledge of that. He never wrote the letter and he will question Robert Vicioso about it.

**Public Input:** Victoria O'Connor lives at 79 Front Street. Because of public parking many times she cannot park in front of her home. She has spoke to the other neighbors and the police. There is nothing the Council can do to help her on this issue, although they were sympathetic to her problem.

Next months meeting will be December 7, 2009.

President Larry Westbrook adjourned the meeting at 9:10 p.m.

Respectfully Submitted,  
Anne Berkley  
November 2, 2009

December 7, 2009

The meeting was called to order at 7:05 p.m. The following were in attendance: Robert Manahan, David Berkley, Larry Westbrook, Peter Bryan, Brian Canfield, Daniel Dunham, Sandra Myhand, Robin D'Anna, Kathy Chase, and Anne Berkley

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members were present, with the exception of Michelle Dunham.

**Minutes:**

The minutes were read. David Berkley made a motion to accept the minutes. Robert Manahan seconded the motion. The vote was unanimous, motion carried.

**REPORT FROM ELECTED OFFICERS (MAYOR/TAX COLLECTOR):**

The Rotary Club has a Contractor is lined up to do the steel roof on the building at the Park.

Stiffler & McGraw has worked on the grant for handicap accessible bathrooms. This process was explained by Robin D'Anna from Bradford County Grants Office. She reported that Stiffler & McGraw had sent her the petition for bids for the borough to advertise.

The bids will be opened at 1:00pm, December 29<sup>th</sup> at the home of Dan Dunham. The bids then be handed over to Stiffler & McGraw, they will send a report back to council for the January 4<sup>th</sup> meeting.

At this time president Larry Westbrook excused himself from the meeting. Vice president Robert Manahan took over at this time.

Vice President Robert Manahan asked if there were any questions on the treasures report. He then announced that the council would go into an executive meeting.

**Committee Reports:**

**Emergency Management:** Kathy Chase is still waiting to hear from David Hindman regarding Nimes certificates.

**Highway:** Council discussed filling a pot hole on Main Street.

**Park:** Robert Manahan did work on the mower. It is ready for use next season. The bathrooms have been winterized.

**Sewer:** Robert Manahan reported that the sewer plant has been working well. Dave Berkley purchased a padlock for the gate.

**Water:** Dave Berkley reported that 2 meters need to be replaced.

**Ordinance Enforcement:** Sandra Myhand's report included the junk car on a resident's property.

**Economic Development:** Brian Canfield reported data for the storm water project. The council decided that they would not proceed with this project. It would cost each resident about \$30 extra each month for the next 20 years. It would also put the borough in debt for close to a million dollars.

**Bills:**

Brian Canfield made a motion to pay the bills, Peter Bryan seconded it. A Roll Call vote was made with Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michele Dunham and Larry Westbrook were unavailable. Motion carried.

**Unfinished Business:**

Cinder Building is still in the process of ordering.

The Fire Company Agreement form was sent to President Dale Hatch along with a note to contact the borough as soon as possible but no response was made. Vice President Robert manahan asked Mayor Dunham if he could make a final attempt to discuss this with the Fire Company.

The following resolutions were presented and voted on.

**Resolution 2009-06 Sewer Unit Change**

Brian Canfield made the motion to accept the resolution, Peter Bryan seconded it. . A Roll Call vote was made with Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michele Dunham and Larry Westbrook were unavailable. Motion carried.

**Resolution 2009-07 Sewer Rate Change**

Brian Canfield made the motion to accept the resolution, Dave Berkley seconded it. . A Roll Call vote was made Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michele Dunham and Larry Westbrook were unavailable. Motion carried.

**Resolution 2009-08 Water Unit Change**

Brian Canfield made the motion to accept the resolution Dave Berkley seconded it. . A Roll Call vote was made with Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michele Dunham and Larry Westbrook were unavailable. Motion carried.

**Resolution 2009-09 Tax rate 5.0 mills**

Brian Canfield made the motion to accept the resolution, Dave Berkley seconded it. . A Roll Call vote was made with Robert Manahan, David Berkley, Brian Canfield and Peter Bryan voting yes. Michele Dunham and Larry Westbrook were unavailable. Motion carried.

**Budget for 2010**

Peter Bryan made the motion to accept the 2010 budget, Dave Berkley seconded it. . A Roll Call vote was made with Robert Manahan, David Berkley and Peter Bryan voting yes. Brian Canfield abstained; Michele Dunham and Larry Westbrook were unavailable. Motion carried.

**New Business:**

Peter Bryan made the motion to increase in Anne Berkley's wages by \$20.00 per account. Brian Canfield seconded it. . A Roll Call vote was made with Robert Manahan, Brian Canfield and Peter Bryan voting yes. David Berkley abstained; Michele Dunham and Larry Westbrook were unavailable. Motion carried.

It was decided that the Borough Council is in need of a part time handy man.

The end of the year meeting will be held at 4:00pm on December 31, 2009

**Public Input:** None

Next months reorganization meeting will be January 4<sup>th</sup>, 2010

Vice President Robert Manahan adjourned the meeting at 9:40 p.m.

Respectfully Submitted,

Anne Berkley

December 7<sup>th</sup>, 2009

December 31, 2009 End of Year Meeting

The meeting was called to order at 4:10 p.m. The following were in attendance: Robert Manahan, David Berkley, Larry Westbrook, Peter Bryan, and Anne Berkley

President Larry Westbrook opened the meeting with a moment of silence. He then led the people with the Pledge of Allegiance.

**Roll Call:** All Council members were present, with the exception of Michelle Dunham, Brian Canfield.

**Minutes:**

The minutes were read. President Westbrook asked if there were any corrections or additions to be made to the minutes. None were mentioned. He then stated that the minutes stand approved as read.

**REPORT FROM ELECTED OFFICERS (MAYOR/TAX COLLECTOR):**

Mayor Dan Dunham was not in attendance

**Committee Reports:**

**Emergency Management:** Kathy Chase was not able to attend the meeting. She gave a report to the secretary that there was still no word from Dave Hindman.

**Highway:** Peter Bryan gave the council an update on installation of the street signs. A motion was made by Peter Bryan to rent the equipment from Bradco to install the signs. A Roll Call vote was made with Robert Manahan, David Berkley, Larry Westbrook and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

Larry Westbrook will contact Bradco Supply for information on renting the equipment.

**Park:** Sidewalk and bridge was shoveled by Dave Berkley. Time will be kept on this and used for the Agility Program.

**Sewer:** Robert Manahan reported that the sewer plant was working fine.

**Water:** David Berkley reported on meters that needed repaired.

**Ordinance Enforcement:** No Report

**Economic Development:** No Report

**Bills:**

Robert Manahan made a motion to pay the bills. A Roll Call vote was made with Robert Manahan, David Berkley, Larry Westbrook and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

**Unfinished Business:**

A motion to retain Stiffer & McGraw Engineering was made by David Berkley. A Roll Call vote was made with Robert Manahan, David Berkley, Larry Westbrook and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

**New Business:**

A motion to sell the boroughs old computer to Peter Bryan for \$1.00 was made by Robert Manahan. . A Roll Call vote was made with Robert Manahan, David Berkley, and Larry Westbrook voting yes. Peter Bryan abstained. Michele Dunham and Brian Canfield were unavailable. Motion carried.

Robert Manahan made a motion to declare the old lien against Alex Zavitsky as closed. A Roll Call vote was made with Robert Manahan, David Berkley, Larry Westbrook and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

A motion was made by Larry Westbrook to donate \$300 to New Albany Community Library, \$500 to Dushore Ambulance Company, \$100 to the New Albany Children's Christmas Fund, \$100 to Endless Mountains Transportation Authority and to accept the contract from Bradford County Humane Society and pay our of \$64.26. A Roll Call vote was made with Robert Manahan, David Berkley, Larry Westbrook and Peter Bryan voting yes. Michele Dunham and Brian Canfield were unavailable. Motion carried.

**Public Input:** None

The reorganization meeting will be January 4<sup>th</sup>, 2010

President Larry Westbrook adjourned the meeting at 9:40 p.m.

Respectfully Submitted,  
Anne Berkley  
December 31<sup>st</sup>, 2009