

NEW ALBANY BOROUGH COUNCIL
MONTHLY MEETING MINUTES
April 18, 2018

New Albany Borough Council held their monthly meeting at the New Albany Volunteer Fire Department Social Hall on April 18, 2018. The meeting was called to order at 7:07 p.m. by President Michelle Dunham.

COUNCIL MEMBERS' ROLL CALL:

PRESENT: Michelle Dunham, Dave Manley, Carson Turner, Robert Manahan (arrived at 7:10 p.m.), and Laura McIntire.

ABSENT: Rodney Lee.

OTHERS ATTENDING:

Mayor Daniel Dunham, Secretary/Treasurer Rhonda McCarty, Borough Employee Jeff McIntire, Amanda Boyer, Jeffrey Nason, Brianna Hallett, Anncelle (France foreign exchange student), Harley McIntire, Gila Robinson.

OPENING OF BIDS FOR CDBG PROJECTS (Fawcett Ave & Lawrence St Culvert Replacements & Fawcett Ave Bridge Rehabilitation).

Five companies submitted bids. M.R. Dirt \$128,600, Bill Anskis Co, Inc. \$119,895, R. DeVincentis Construction, Inc. \$106,000, Draper's Supply, Inc. \$82,260, Glen O. Hawbaker \$72,767.

Michelle Dunham made a motion to award the bid to Glen O. Hawbaker pending the approval of Amanda Boyer (Bradford County Grants Coordinator) and Stiffler McGraw. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried.

Robert Manahan and Gila Robinson left the meeting at 7:15 p.m. Jeffrey Nason and Amanda Boyer left the meeting at 7:25 p.m.

PUBLIC: None

APPROVAL OF MINUTES:

The minutes of the February 21, 2018 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. A correction to the meeting minutes was noted. Carson Turner made a motion to accept the minutes as corrected. Michelle Dunham seconded the motion. Vote: all in favor, none opposed, motion carried.

The minutes of the March 7, 2018 Council meeting were previously reviewed by the Council members as they receive the minutes via email prior to the meeting. No additions or corrections were noted. Dave Manley made a motion to accept the minutes as presented. Laura McIntire seconded the motion. Vote: all in favor, none opposed, motion carried.

The notes of the March 21, 2018 Council gathering were previously reviewed by the Council members as they receive the notes via email prior to the meeting. No additions or corrections were noted. Laura McIntire made a motion to accept the notes as presented. Carson Turner seconded the motion. Vote: all in favor, none opposed, motion carried.

TREASURER'S REPORT:

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

PUBLIC INPUT: None

RESOLUTIONS & ORDINANCES: None

EXECUTIVE SESSION: None

COMMITTEE REPORTS/ITEMS TO ADDRESS:

SECRETARY/OFFICE: Received a voice mail message from Chris Newell asking for Community Service hours.

2018 PA & Federal Labor Law Poster- Michelle Dunham made a motion to purchase three posters. Dave Manley seconded the motion. Roll call vote: all responded "yes", motion carried.

Hubler Street resident's tree- Attorney Foster needs to see the Borough's Property Maintenance Ordinance. Michelle stated that the Borough can take care of this situation without the need of an attorney. Michelle will contact the necessary agencies and proceed with the tree removal.

PennDOT seal coating will take place in May. Overton Road (Route 3002) from Overton to New Albany and Hatch Hill Road (SR 3004) from Overton Road to New Albany will be seal coated.

Temporary Banners/Signs in Highway Right-of-Way. Received a letter from PennDOT explaining that temporary banners and signs that are in PennDOT right-of-way are permitted, but the municipality must adopt a resolution accepting liability for them. The adopted resolution must be acknowledged by PennDOT before a banner or sign can be erected.

Business Licensing- Received a call from Cosmic Concepts inquiring if the Borough has business licensing. The Borough does not have a soliciting ordinance. Cosmic Concepts will need to acquire permission from the property owner.

ORDINANCE ENFORCEMENT: Ordinance Enforcement Officer Jim Canning took two property owners to court and they were both found guilty of their violations.

EMERGENCY MANAGEMENT: Nothing

BOROUGH MAINTENANCE: Carson noted that the school bus sign by the post office needs to be straightened. Jeff was asked to take care of this.

HIGHWAY/STREETS: Michelle Dunham made a motion to approve the payment of the following Stiffler McGraw invoices: Fawcett Avenue Bridge Rehabilitation Invoice #5, dated 3/15/18 and Invoice #6, dated 4/3/18. These invoices will be paid by the Bradford County Grants Department; funding via the Community Development Block Grant. Laura McIntire seconded the motion. Roll call vote: all responded "yes", motion carried.

PARK: Michelle is organizing a Memorial Day Service with an ice cream social.

Casey Smith will work as a Park volunteer this summer for his Senior Project.

SEWER: Michelle reported that she has an operator lined up to take over when Fred Johnson retires, but DEP has recommended someone that will charge a lower fee.

Michelle met with Robert Blaney from DEP. Mr Blaney performed a partial inspection on the sewer plant and found no violations.

DEP is changing their reporting procedures and daily reports will be required to be submitted electronically. Michelle Dunham made a motion to purchase a laptop computer for the sewer plant at a cost not to exceed \$300.00. Laura McIntire seconded the motion. Roll call vote: all responded "yes", motion carried. Council agreed that Act 13 funds will be used to purchase the computer.

Michelle Dunham made a motion to purchase a computer printer for the sewer plant. Laura McIntire seconded the motion. Roll call vote: all responded "yes", motion carried. Council agreed that Act 13 funds will be used to purchase the printer.

WATER: Thirteen shut off notices were mailed on 3/9/18 and all thirteen paid the amount due on the specified date. Mailed two shut off notices on 4/6/18 and both of them paid the amount due on the specified date. The three severely delinquent water/sewer accounts that are on the books were discussed. The Borough currently has a lien on the Brent Hugo, 10 May St property. Council agreed to place a lien on the Susan Morgan, 89 Fawcett Ave property.

Mr Blaney from DEP also stated that the brush around the water tower needs to be cleared and an internal inspection needs to be done. Michelle stated that the Borough will need a water operator. She has offered to take the test and work for the Borough at no cost.

The Maggie metal detector has been returned to L.B. Water as it was not performing as was anticipated. Michelle Dunham made a motion to purchase a different brand of metal detector at a cost not to exceed \$600.00. Carson Turner seconded the motion. Roll call vote: all responded "yes", motion carried.

UNFINISHED BUSINESS:

Appointment of Vacancy Board Chair- Council will ask Connie Green to serve as the board chair.

NEW BUSINESS:

Michelle is researching putting a question on the next election ballot to reduce Council from a seven member to a five member board.

Paperwork has been submitted to PSAB nominating Robert Manahan as Councilman of the Year. Robert has served on Council for 39 years.

Junior Council will start on 4/20/18.

The meeting adjourned at 8:26 p.m.

Respectfully submitted by:

Rhonda McCarty, Secretary