

**Albion Borough
Council Meeting
Thursday January 21, 2016
Agenda**

- ❖ **Call Meeting to Order**
- ❖ **Pledge of Allegiance**
- ❖ **Approval of Minutes from 1/4/2016 Reorganization Meeting**
- ❖ **Approval of Minutes from 1/14/2016 Special Meeting**
- ❖ **Approval of Purchase Order Listing**
- ❖ **Appoint Police Chief** (currently Daniel Ries)
- ❖ **Appoint Vacancy Board Chairman** (Rick Sturtevant)
- ❖ **Appoint Borough Solicitors** (currently Elderkin Law & James Steadman-zoning)
- ❖ **Appoint Borough Auditing Firm** (currently Felix & Gloekler)
- ❖ **Appoint Insurance Broker** (currently H.A. Thomson)
- ❖ **Appoint Depository for Borough Funds** (currently CNB Bank, PLIGIT & Erie Bank, PNC)
- ❖ **Appoint Receiver of Local & Delinquent Income Tax Collector** (currently Berkheimer and Associates)
- ❖ **Appoint Local Service Tax Collector** (Norma Jafko)
- ❖ **Appoint Borough Engineers** (currently Sewer/Water Engineer—Hill, (current Borough Engineer—Rabell Engineering)
- ❖ **Appoint to Erie County Association of Boroughs Executive Board** (Rebecca McGrath)
- ❖ **PSAB Voting Delegate**—(currently Jay Ledden)
- ❖ **Appoint West County Communication Delegate**- (currently John Huya)
- ❖ **Appoint Zoning Hearing Board Members** (Rick Irvine, John Huya & Kim Lechorchick)
- ❖ **Appoint Planning Commission Members** (Greg Hemmis, John Huya and Rick Sturtevant)
- ❖ **Appoint Erie Co Dept of Planning Representative** (Rick Irvine)
- ❖ **Appoint Open Records Officer** (Christine Butler)
- ❖ **Mayor's Comments**
- ❖ **Police Chief Report**
- ❖ **Set Safety Meeting Dates** currently 3rd Thursday of each month at 2:00 p.m.
- ❖ **Set Council Meeting Dates** currently 3rd Thursday of each month at 7:00 p.m.

Albion Borough
Council Meeting
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Agenda

- ❖ **Set Study Session Dates** currently 2nd Tuesday of each month at 7:00 p.m. as needed.
- ❖ **Unfinished Business**
 - Ordinances
 - Review of 2016 Budget
- ❖ **Review and Adopt 2016 Budget**

- ❖ **New Business**
 - PSAB Bootcamp for Christine Butler on February 5 -& 6, 2016
- ❖ **Adjourn**

Albion Borough
Regular Council Meeting
Albion Borough Office
January 21, 2016

Present: Mayor Jason White, President Jay Ledden, Vice President Becky McGrath, Council Members Will Rogers, John Huya, Rick Irvine, Secretary/Treasurer Christine Butler, Police Chief Dan Reis, Solicitor Ed Betza, see attached.

Call to order at 7:00 pm by President Jay Ledden

Pledge of Allegiance

Motion To Accept Minutes Jan. 4, 2016 Reorganization Meeting Motion is made by Becky McGrath and seconded by John Huya. Discussion: Will Rogers states that the minutes are not in accordance with the Sunshine Laws as the roll call votes were not recorded individually. Ed Betza states that the summation is adequate. Scott Seaton states that abstaining needs to include why a councilman is abstaining. Motion amended to accept minutes with these corrections. All in favor except for Will Rogers. Motion carried.

Motion To Accept Jan. 14, 2016 Special Meeting Motion by Becky McGrath and seconded by John Huya. Discussion: Scott Seaton would like to have the dollar amounts of the items being discussed in the budget put into the minutes. Motion amended to include the dollar amounts of the items discussed. All in favor except for Will Rogers. Motion carried.

Motion to Approve Purchase Orders Discussion: Secretary/Treasurer Christine Butler notes that an error was made and corrected on the Purchase Order Listing. Motion by to approve purchase order listing as amended by Rick Irvine and seconded by Becky McGrath. Discussion: Will Rogers states that Council put a freeze on spending at the Jan. 4, 2016 reorganization meeting. Scott Seaton explains that every day business is difficult because of the restraints of new PO system. Motion is amended to allow department heads to approve needed materials. All in favor. Motion carried.

Appointment Of Police Chief Motion to renew appointment of Daniel Reis as Police Chief by Rick Irvine and seconded by John Huya. All in favor. Motion carried.

Appointment Vacancy Board Chair Motion to appoint Rick Sturtevant to Vacancy Board Chairman by Will Rogers of seconded by Becky McGrath. All in favor. Motion carried.

Appointment of Solicitor Motion to renew appointment of Elderkin Law as Borough Solicitor made by Will Rogers and seconded by Becky McGrath. All in favor. Motion carried.

Appointment of Auditor Motion to renew appointment of Felix & Gloekler as Borough Auditing firm made by Becky McGrath and seconded by Will Rogers. All in favor. Motion carried.

Appointment of Insurance Broker Motion to renew appointment of H A Thomson as the Borough Insurance Broker by Becky McGrath and seconded by Will Rogers. All in favor. Motion carried.

Appointment of Depositories Motion to renew appointments for depositories for Borough funds for Andover (CNB) Bank, PLGIT and Erie Bank made by Becky McGrath and seconded by Will Rogers. All in favor. Motion carried.

Appointment of Receiver of Local and Delinquent Income Tax Motion to renew appointment for the receiver of local and delinquent income of tax collector for Berkheimer and Associates made by Becky McGrath and seconded by Will Rogers. All in favor. Motion carried.

Appointment of Borough Engineers Motion to renew appointments for Borough Engineers for Rabell Engineering and Hill Engineering (Water/Sewer) made by Will Rogers and seconded by Becky McGrath. All in favor. Motion carried.

Appointment of ECAB Board Motion to appoint Rebecca McGrath to Erie County Association of Boroughs Executive Board made by Will Rogers and seconded by Becky McGrath. All in favor. Motion carried.

Appointment of PSAB Voting Delegate Motion to appoint Jay Ledden to PSAB Voting Delegate made by will Rogers and seconded by Becky McGrath. All in favor. Motion carried.

Appointment of WCC Delegate Motion to appoint John Huya as the West County Communication Delegate made by Will Rogers and seconded by Becky McGrath. All in favor. Motion carried.

Appointment of Zoning Hearing Board Members Motion to appoint Rick Irvine, John Huya and Kim Lechorchick to the Zoning Hearing Board made by Becky McGrath and seconded by John Huya. Discussion: Will Rogers states that a person cannot sit on Borough Council and the Zoning Board at the same time. Motion amended to only include Kim Lechorchick. Council will have to find other candidates to fill the positions. All in favor. Motion carried.

Appointment of Planning Commission Motion to appoint Greg Hemmis, John Huya and Rick Sturtevant to the Planning Commission by Will Rogers and seconded by Becky McGrath. All in favor. Motion carried.

Appointment of Erie Co Planning Motion to appoint Rick Irvine as the Erie County Department of Planning Representative made by Will Rogers and seconded by Becky McGrath. All in favor. Motion carried.

Appointment of OOR Officer Motion to appoint Christine Butler as the Albion Borough Open Records Officer made by Becky McGrath and seconded by John Huya. All in favor. Motion carried.

Police Report Dan Reis needs council approval to do fireworks July 2, 2016. The fireworks will cost \$6500.00 and we need a \$10,000,000.00 rider for the insurance. Mayor White is looking into grant money. One of the Police officers had their personal vehicle struck by a Borough plow and Chief Ries wanted to know if the deductible would be paid by the Borough. Secy/Treasurer Christine Butler had been in contact with the HA Thomson who insures the Borough and the deductible will be paid by them.

Unfinished Business Mayor Jason White brings up ordinances for junked cars, maintenance of properties and dangerous structures. These ordinances will give us more enforcement capabilities for police to deal with these issues. Solicitor Ed Betza is making subtle changes to the ordinances and council will vote on them at the February 19, 2016 council meeting. Sam Steff asks what is the definition of a motor vehicle and Mayor White explains that it is anything that moves i.e.: Boat, car, RV, etc. Discussion on protocol to dispose of blighted properties. There are ways to address blighted properties however it is costly according to Ed Betza. With the ordinances we can sight them for a violation and impose fines. Will Rogers notes that Corry has a citizens action group to deal with blighted properties.

PSAB Boot Camp A motion was made by Becky McGrath and seconded by John Huya to pay the \$125.00 fee to all Secy/Treasurer Butler to attend the Newly Elected Officials Boot Camp on Feb 5 & 6. All in favor. Motion carried.

West Co Emergency Management Bill Heald introduces himself and says that the Emergency Management meetings are the 1st Friday of every month at 10 am. He also states that there is a Public Safety Dinner at the Erie Mannechor Club on Feb 12, 2016 for council members.

Salaries Jason White asks if we have set salaries for Debra Hulings and Ray Taylor. Salaries have not been set but Ed Betza mentions that if they're supervisors they

would be outside of the bargaining unit and it would be a matter of their job title.

**Motion to
Contract
Excess
Energy**

Scott Seaton there is a contract we could renew to supply energy when we are offline. We get \$2000 flat rate and then more if we supply energy when we're offline. We would need to bring the generator up to EPA standards. Becky McGrath says to bring something in writing. Scott is concerned because even though our old generator is grandfathered into the program it puts a lot of wear and tear on the generator. Will Rogers says if we make more than we spend, then OK. We do have a backup generator (1981 Murdock) but it has been flooded several times. A motion is made by Will Rogers and seconded by Becky McGrath to allow Debra Hulings to sign a contract if it's cost effective. All in favor. Motion carried.

**Motion to get
Mobile Press
Centrifuge** Motion by Becky McGrath and seconded by Will Rogers to spend approximately \$5000 from centrifuge fund for 1st step of getting a mobile press to test and move forward on the project. All in favor. Motion carried.

**Motion to
Extend
Contract** Motion made by Scott Seaton and seconded by Will Rogers to continue Keystone Electric contract for another 30 days. All in favor. Motion carried.

Adjourn Motion to adjourn by Becky McGrath and seconded by Scott Seaton. All in favor. Motion carried. Meeting adjourned at 10:25pm

Kristina Butler
Secy / Treasurer

0 0016

PROOF OF PUBLICATION
In
THE ERIE TIMES-NEWS
COMBINATION EDITION

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26 SMOCK AVE
ALBION PA 16401

REFERENCE: 100259 184816
Notice is hereby given of the follow

STATE OF PENNSYLVANIA)
COUNTY OF ERIE) SS:

Tom Mezler, being duly sworn, deposes and says that: (1) he/she is a designated agent of the Times Publishing Company (TPC) to execute Proofs of Publication on behalf of the TPC; (2) the TPC, whose principal place of business is at 205 W. 12th Street, Erie, Pennsylvania, owns and publishes the Erie Times-News, established October 2, 2000, a daily newspaper of general circulation, and published at Erie, Erie County Pennsylvania; (3) the subject notice or advertisement, a true and correct copy of which is attached, was published in the regular edition(s) of said newspaper on the date(s) referred to below.

Affiant further deposes that he/she is duly authorized by the TPC, owner and publisher of the Erie Times-News, to verify the foregoing statement under oath, and affiant is not interested in the subject matter of the aforesaid notice or advertisement, and that all allegations in the foregoing statement as to time, place and character of publication are true.

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NOTICE is hereby given of the following committee meetings for 2016. Budget Committee - first Monday of the Month at 6:30pm. Police, Parks and Buildings - first Wednesday of the month at 7 pm. Safety - second Tuesday of the month at 2 pm. Personnel - third Monday of the month at 7 pm. Maintenance and Operations - third Wednesday of the month at 7pm. Streets, Sidewalks and Lights - first Tuesday of the month at 2 pm. Emergency Management - first Friday of the month at 10 am. Community Outreach - first Sunday of the month at 3 pm and first Monday of the month at 7:30 pm. Pension - second Wednesday of the month at 7 pm. Building and Building Code - third Tuesday of the month at 7 pm. All Meetings are held at the Albion Borough office at 26 Smock Ave., Albion, PA. If there are any questions, please contact Christine Butler at 814-756-3660. (2-184816-NT-11)

Sworn to and subscribed before me this 14th day of February 2016

Affiant: Tom Mezler

NOTARY: Barbara J Moore

COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Barbara J. Moore, Notary Public
City of Erie, Erie County
My Commission Expires March 23, 2016
MEMBER, PENNSYLVANIA ASSOCIATION OF NOTARIES