

Albion Borough  
 Regular Council Meeting  
 Albion Borough Office  
 March 17, 2016

**Present:** Mayor Jason White, Secretary/Treasurer Christine Butler, Officer Mark Gadley, Solicitor Ed Betza, see attached.

**Call to order at 7:00 pm by Vice President Rebecca McGrath**

**Pledge of Allegiance**

**Roll Call of Officers: Rebecca McGrath - Present, Jay Ledden - Absent, John Huya - Present, Scott Seaton - Present, Larry Bright - Present, Will Rogers - Present, Rick Irvine - Present**

**Accept Resignation of J Ledden** Motion was made by Will Rogers and seconded by Scot Seaton to accept the resignation of President Jay Ledden. Roll call vote: W Rogers - yes, S Seaton - yes, L Bright - yes, R Irvine - yes, J Huya - yes, R McGrath - yes. Motion carried.  
 Discussion: Solicitor Ed Betza advised to accept the resignation effective March 21 to avoid having to hold a special meeting to vote on a new councilman.  
 Motion was made by R McGrath, seconded by L Bright to advertise in the Erie Times and the West county Journal for the vacant council position. All in favor.  
 Motion carried.

**Election of President** Motion was made to nominate Will Rogers as new council president by S Seaton, seconded by R Irvine. Roll call vote: S Seaton - yes, R Irvine - yes, W Rogers - yes, J Huya - yes, I Bright - yes, R McGrath - yes. Motion carried.

**Approve of Minutes 2/18/2016** Motion is made by J Huya and seconded by R McGrath to approve minutes with corrections. All in favor except J Huya. Motion carried.

**Approve Purchase Orders** Motion to approve purchase orders with corrections made by L Bright, seconded by R Irvine. Secy/Treasurer C Butler asks to amend the PO listing to include the purchase of \$500 for gift cards due Borough Employees for the Easter Holiday. All in favor. Motion carried.

**Approve Lien Release Change Order** Motion made by S Seaton, seconded by J Huya to approve Atlantic lien release - Rabell asking for final payment on water tower. All in favor. Motion carried. and  
 Motion made by S Seaton and seconded by R Irvine to approve change order for water tower. All in favor. Motion carried.

**Public Comment** Dave Davis from the Lion's Club asks to plant 2 trees to replace trees that had been removed by the Borough. Motion was made by L Bright, seconded by S

Seaton. All in favor. Motion carried. Disc: W Rogers does not want fruit trees. J Huya wants trees that do not have a huge root system. Davis suggests red maple.

**Stadler  
Property  
Storm  
Drains**

J Huya explains the storm sewer situation on the Stadler property. Originally the previous owner was to install a pond to collect excess water. J Huya would like an extension of the drain. Motion by R McGrath, seconded by S Seaton to call Rabell for an estimate on installing the drain. All in favor. Motion Carried.

**Motion to  
Advertise  
Dye & Smoke  
Testing**

Motion was made to advertise to bid on Smoke & Dye Testing by S Seaton, seconded by R Irvine. All in favor except J Huya. Discussion: J Huya would like us to do it ourselves. W Rogers says that the report we get from professional Dye Testing is valuable. S Seaton says we can do prep maintenance to lower costs. There is \$45,000 in the budget for the testing.

**Adoption  
Ordinances  
and  
Resolutions**

Motion was made to adopt Ordinance 01-2016, Police Pension Joinder Ordinance by L Bright, seconded by R Irvine. All in favor. Motion carried.  
Motion was made by L Bright, seconded by R McGrath to adopt resolution 01-2016, Local Banking Signers and Online Access. All in favor. Motion carried.  
Motion was made by R Irvine, seconded by S Seaton to adopt Resolution 02-2016, Cancellation and Late Fees of the Rental of Borough Buildings. All in favor. Motion carried.

**Flood  
Insurance**

Council tables deciding on purchasing flood insurance for buildings at the sewer plant formerly in flood plains until they can get an agent at a meeting to discuss the situation.

**New  
Business**

J Huya proposes to use Melzer's Fuel for diesel. the price would be \$1.18/gal. for on road fuel. Council asked J Huya to get terms and conditions then they can vote.

Erika Revak from Americore discussed their plans to clean up, paint and spread wood carpet at the park. Motion made by S Seaton, seconded by R Irvine to order one truckload of wood carpet to spread on the playground floor. All in favor. Motion carried.

A motion was made by R Irvine, seconded by R McGrath to sign a letter of support creating a community garden at 44 Canal St. All in favor. Motion carried.

There was discussion about letting the public purchase Veteran Banners and having the Borough display them on the telephone poles. R McGrath does not think it is our place to do so and suggests that we make a donation to the VFW instead.

**Hiring of  
Borough**

R McGrath showed her plans for a new organization chart which includes a Borough Manager or Borough Supervisor to be in charge of all 3 departments. Motion by R McGrath, seconded by L Bright to advertise to discuss this at a special meeting on March 31, 2016 at 7 pm. All in favor. Motion carried.

**Police  
Report**

Cameras are now at well sites. The police are being trained on how to use Narcan and will be carrying it in police vehicles. R Irvine adds that he is working on a plan with the churches in the area to use the auto call system to notify people that the Narcan is now being used in the Borough.

**Committee  
Reports**

Safety Committee: S Seaton states that they will begin a training program with videos to lower insurance costs by 5%. Motion to put half used tires up for bid by J Huya, seconded by R Irvine. All in favor. Motion carried. Discussion: J Huya says there are about 25 tires, half worn out at the garage. W Rogers says to sell them or put them up for bid

**Mayors  
Comments**

Mayor Jason White shares details about his meeting with EMTA about brining bus service to west county. He would like to get community and business leaders together to discuss this. W Rogers is on EMTA committee.

**Unfinished  
Business**

R McGrath would like to give up going to the annual PSAB conference in June and allow that money to be used by others to attend training.

Motion was made to schedule a public hearing directly before April's regular council meeting to discuss 3 Borough ordinances. Roll call vote: W Rogers - yes, L Bright - yes, S Seaton - yes, R Irvine, yes, J Huya - yes, R McGrath - yes. Motion carried.

**Sale of  
202 State St**

Solicitor Ed Dollar Betza is preparing documents for the sale of 202 State St. He asks that we get the building appraised because we can't sell it for less than it's worth. Then council can decide where they would like to advertise. R McGrath has contacted Aldi's.

Executive Session 9:30pm until 10:44 pm

**Personnel  
Motions**

Motion was made by R Irvine, seconded by L Bright to reimburse C Butler for cobra payments paid in lieu of Borough insurance. All in favor. Motion carried.

Motion was made by R McGrath, seconded by J Huya to set Debra Hulings annual salary at \$50,000, raise to \$52187 in 6 months and another raise in January 2017 to \$56000. All in favor. Motion carried. S Seaton abstained.


**Motion to Recess**

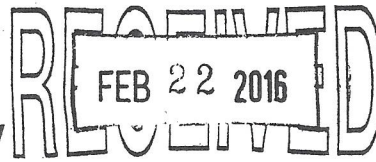
Motion was made by L Bright, seconded by R Irvine to recess until March 31, 2016. All in favor. Motion carried.

**Adjourn**

Motion to adjourn by S Seaton and seconded by W Rogers. All in favor. Motion carried. Meeting adjourned at 10:48pm

  
Christine Butler-Coon, Secretary/Treasurer

  
Will Rogers, President



02/22/2016

**Albion Borough Council**

0 0033

***Stress and diabetes do not mix well.***

I retired to eliminate stress and irregular work schedules, etc. in order to get my health in order. I had achieved that. How soon the mind forgets these things.

It never occurred to me when running for council that this would be such a stressful position nor that it would occupy so much of my time dealing with daily changes trying to satisfy a variety of minds and personalities. I really thought that we could make many great changes in Albion over the next four years. *The stress has mounted in the last couple of months to an unhealthy situation for me.*

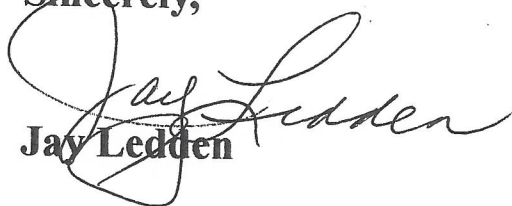
Now, in order to get my health back in check, I simply must eliminate the stress of this council position.

I hereby submit my resignation not only as the Council President, but from council altogether. Again, my *health comes first* and foremost.

My deepest apologies to council and the borough of Albion for the need of this resignation, but I thank them all for their support. Some may think poorly of this decision but I am sure that council will quickly recover and I do wish them well.

Again, thanks for your past support and I apologize for any inconvenience. God bless you all !

Sincerely,

  
Jay Ledden

0 0034

## Albion Borough

26 Smock Avenue • Albion, Pennsylvania 16401  
p (814)756-3660 f (814)756-5011

March 16, 2016

Re: Flood insurance

Please find attached copies of possible flood policies from our flood insurance carrier, American Bankers Insurance Company of Florida. Council will need to choose what buildings they would like to insure. Previously all of these buildings were in flood zones, however, based on new flood plain elevation maps, none of these buildings are currently in flood plains.

I will put this policy in place as soon as council has made a decision.

Regards,



Christine Butler  
Secy/Treasurer

0 0036



AMERICAN BANKERS INSURANCE COMPANY OF FLORIDA  
 FLOOD SERVICE CENTER  
 P.O. Box 8695  
 Kalispell, MT 59904-8695

STANDARD FLOOD INSURANCE APPLICATION  
 QUOTE NUMBER: 10755354  
 POLICY NUMBER:  
 ALTERNATE POLICY NUMBER:  
 REQUESTED EFFECTIVE DATE: 4-14-2016 to 4-14-2017  
 12:01 a.m. local time at the insured property location.

(800)368-7851

INSURED MAILING ADDRESS	Albion Borough - Press Bldg 26 SMOCK AVE ALBION, PA 16401-1114 (814)756-3660	AGENT INFORMATION	Agency: H A Thomson Company Name: H A Thomson Company Producer Number: 70163-18498-000-00001 Alternate Agent Number: OFL922 Address: 961 Pottstown Pike Chester Springs, PA 19425-3510 Telephone: (610)321-0701
	Telephone: Member ID: E-Mail: albionboro@windstream.net		
PROPERTY ADDRESS	11230 Best Avenue Albion, PA 16401	FIRST MORTGAGEE INFORMATION	Required Under Mandatory Purchase: No  N/A Additional Mortgagee Info on Application Part 2, If applicable.
GENERAL INFORMATION	Insured Small Business: No Insured Non-Profit: Yes Send Renewal Bill To: Insured Policy Type: Standard Waiting Period: Standard - 30 Day Wait Loan Close Date: Prior Policy Number: Prior Policy Expiration Date: Prior Policy Issued By: Property purchased on or after 07-06-2012: No Property Purchase Date: 3-1-1985 Estimated Replacement Cost: \$1,040,000 Replacement Cost Ratio: 14%		

COVERAGE FOR	BASIC LIMITS			ADDITIONAL LIMITS			DEDUCTIBLE	PREMIUM CALCULATIONS		
	AMOUNT	RATE	PREMIUM	AMOUNT	RATE	PREMIUM	AMOUNT	DEDUCTIBLE DECREASE	COVERAGE AMOUNT	TOTAL ANNUAL PREMIUM
BUILDING	\$150,000	1.260	\$1,890	\$0	0.410	\$0	\$1,250	(\$19.00)	\$150,000	\$1,871
CONTENTS	\$50,000	2.090	\$1,045	\$0	0.830	\$0	\$1,250	(\$10.00)	\$50,000	\$1,035

DEDUCTIBLE OPTIONS		
BUILDING	CONTENTS	PREMIUM
\$1,250	\$1,250	\$3,648
\$1,500	\$1,500	\$3,613
\$2,000	\$2,000	\$3,545
\$3,000	\$3,000	\$3,445
\$4,000	\$4,000	\$3,377
\$5,000	\$5,000	\$3,310
\$10,000	\$10,000	\$3,057
\$15,000	\$15,000	\$2,888

BASE PREMIUM:	\$2,906
MULTIPLIER:	n/a
ICC PREMIUM:	\$5
CRS DISCOUNT:	0% (\$0)
RESERVE FUND ASSESSMENT:	\$437
HFIAA SURCHARGE:	\$250
PROBATION SURCHARGE:	\$0
FEDERAL POLICY FEE:	\$50
TOTAL PREMIUM:	\$3,648

FULL PREMIUM MUST ACCOMPANY APPLICATION

Rate Table Used: R2A

This quote was rated with the information provided. Any new or additional information may void this quote, or result in a higher premium.

The statements contained herein are correct to the best of my knowledge. The property owner and I understand that any false statements may be punishable by fine or imprisonment under applicable federal law.

Signature of Agent/Producer \_\_\_\_\_ Date 3-15-2016

Signature of Insured (Optional) \_\_\_\_\_ Date \_\_\_\_\_

0 0037



AMERICAN BANKERS INSURANCE COMPANY OF FLORIDA  
 FLOOD SERVICE CENTER  
 P.O. Box 8695  
 Kalispell, MT 59904-8695

STANDARD FLOOD INSURANCE APPLICATION  
 QUOTE NUMBER: 10755267  
 POLICY NUMBER:  
 ALTERNATE POLICY NUMBER:  
 REQUESTED EFFECTIVE DATE: 4-14-2016 to 4-14-2017  
 12:01 a.m. local time at the insured property location.

(800)368-7851

INSURED MAILING ADDRESS	Albion Borough - Cntrl Bldg 26 SMOCK AVE ALBION, PA 16401-1114 Telephone: (814)756-3660 Member ID: E-Mail: albionboro@windstream.net	AGENT INFORMATION	Agency: H A Thomson Company Name: H A Thomson Company Producer Number: 70163-18498-000-00001 Alternate Agent Number: 0FL922 Address: 961 Pottstown Pike Telephone: Chester Springs, PA 19425-3510 (610)321-0701
	11230 Best Avenue Albion, PA 16401		Required Under Mandatory Purchase: No
PROPERTY ADDRESS		FIRST MORTGAGEE INFORMATION	Additional Mortgagee Info on Application Part 2, If applicable. N/A
GENERAL INFORMATION	Insured Small Business: No Insured Non-Profit: Yes Send Renewal Bill To: Insured Policy Type: Standard Waiting Period: Standard - 30 Day Wait Loan Close Date: Prior Policy Number: Prior Policy Expiration Date: Prior Policy Issued By: Property purchased on or after 07-06-2012: No Property Purchase Date: 3-1-1985 Estimated Replacement Cost: \$811,200 Replacement Cost Ratio: 25%		

COVERAGE FOR	BASIC LIMITS			ADDITIONAL LIMITS			DEDUCTIBLE AMOUNT	PREMIUM CALCULATIONS		
	AMOUNT	RATE	PREMIUM	AMOUNT	RATE	PREMIUM		DEDUCTIBLE DECREASE	COVERAGE AMOUNT	TOTAL ANNUAL PREMIUM
BUILDING	\$175,000	1.260	\$2,205	\$25,000	0.410	\$103	\$1,250	(\$23.00)	\$200,000	\$2,285
CONTENTS	\$50,000	2.090	\$1,045	\$0	0.830	\$0	\$1,250	(\$10.00)	\$50,000	\$1,035

DEDUCTIBLE OPTIONS		
BUILDING	CONTENTS	PREMIUM
\$1,250	\$1,250	\$4,124
\$1,500	\$1,500	\$4,085
\$2,000	\$2,000	\$4,008
\$3,000	\$3,000	\$3,891
\$4,000	\$4,000	\$3,814
\$5,000	\$5,000	\$3,737
\$10,000	\$10,000	\$3,449
\$15,000	\$15,000	\$3,256

BASE PREMIUM:	\$3,320
MULTIPLIER:	n/a
ICC PREMIUM:	\$5
CRS DISCOUNT: 0%	(\$0)
RESERVE FUND ASSESSMENT:	\$499
HFIAA SURCHARGE:	\$250
PROBATION SURCHARGE:	\$0
FEDERAL POLICY FEE:	\$50
TOTAL PREMIUM:	\$4,124

FULL PREMIUM MUST ACCOMPANY APPLICATION

Rate Table Used: R2A

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Signature of Agent/Producer \_\_\_\_\_  
 Date 3-15-2016

Signature of Insured (Optional) \_\_\_\_\_  
 Date



0 0038



AMERICAN BANKERS INSURANCE COMPANY OF FLORIDA  
 FLOOD SERVICE CENTER  
 P.O. Box 8695  
 Kalispell, MT 59904-8695

PREFERRED RISK FLOOD INSURANCE APPLICATION  
 QUOTE NUMBER: 10754958  
 POLICY NUMBER:  
 ALTERNATE POLICY NUMBER:  
 REQUESTED EFFECTIVE DATE: 4-14-2016 to 4-14-2017  
 12:01 a.m. local time at the insured property location.

(800)368-7851

INSURED MAILING ADDRESS	Albion Borough-Grit Building 26 SMOCK AVE ALBION, PA 16401-1114 Telephone: (814)756-3660 Member ID: E-Mail: albionboro@windstream.net	AGENT INFORMATION	Agency: H A Thomson Company Name: H A Thomson Company Producer Number: 70163-18498-000-00001 Alternate Agent Number: OFL922 Address: 961 Pottstown Pike Chester Springs, PA 19425-3510 Telephone: (610)321-0701
	11230 Best Avenue Albion, PA 16401		Required Under Mandatory Purchase: No
PROPERTY ADDRESS		FIRST MORTGAGEE INFORMATION	N/A
GENERAL INFORMATION	Insured Small Business: No Insured Non-Profit: Yes Send Renewal Bill To: Insured Policy Type: Preferred Risk (PRP) Waiting Period: Standard - 30 Day Wait Loan Close Date: Prior Policy Number: Prior Policy Expiration Date: Prior Policy Issued By: Property purchased on or after 07-06-2012: No Property Purchase Date: 3-21-1985 Estimated Replacement Cost: \$430,000 Replacement Cost Ratio: 23%	Additional Mortgagee Info on Application Part 2, If applicable.	

COVERAGE FOR	BASIC LIMITS			ADDITIONAL LIMITS			DEDUCTIBLE AMOUNT	PREMIUM CALCULATIONS		
	AMOUNT	RATE	PREMIUM	AMOUNT	RATE	PREMIUM		DEDUCTIBLE	COVERAGE AMOUNT	TOTAL ANNUAL PREMIUM
BUILDING	\$100,000	0.000	\$0				\$1,000			
CONTENTS	\$50,000	0.000	\$0				\$1,000			

DEDUCTIBLE OPTIONS		
BUILDING	CONTENTS	PREMIUM

BASE PREMIUM:	\$1,316
MULTIPLIER:	1.00
ICC PREMIUM:	\$5
CRS DISCOUNT: 0%	(\$0)
RESERVE FUND ASSESSMENT:	\$198
HFIAA SURCHARGE:	\$250
PROBATION SURCHARGE:	\$0
FEDERAL POLICY FEE:	\$25
<b>TOTAL PREMIUM:</b>	<b>\$1,794</b>

FULL PREMIUM MUST ACCOMPANY APPLICATION

Rate Table Used: P3C

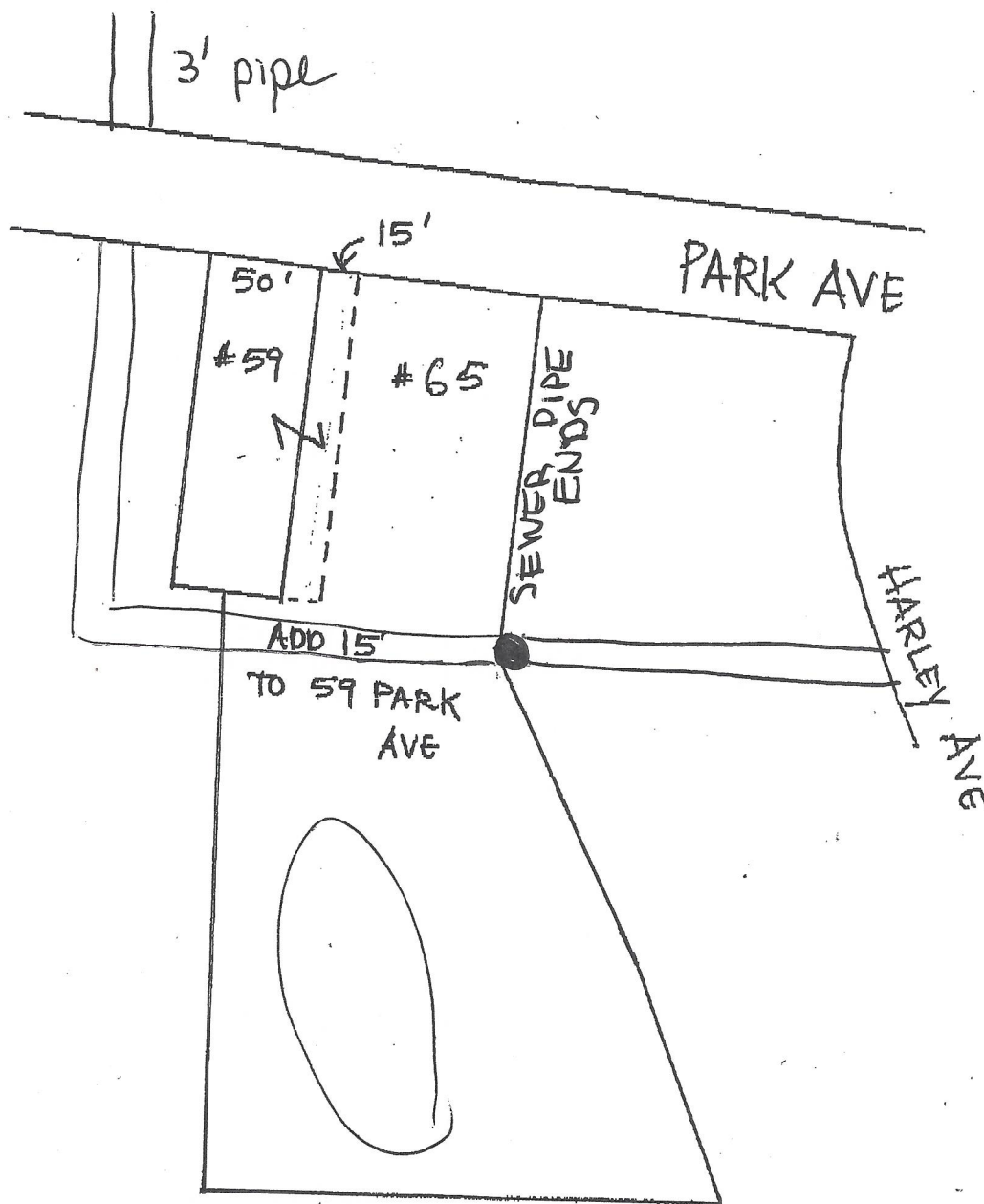
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Signature of Agent/Producer \_\_\_\_\_ Date 3-15-2016

Signature of Insured (Optional) \_\_\_\_\_ Date

0 0039



STADLER PROPERTIES  
(NOT TO SCALE)

Proposal to add Storm  
Sewer pipe from where  
drainage ends on Stadler  
property to the 3' pipe  
on Park Ave.

## Albion Borough

26 Smock Avenue • Albion, Pennsylvania 16401

p (814)756-3660 f (814)756-5011

c (814)566-2058

Albion Borough Council  
26 Smock Avenue  
Albion, PA 16401

March 10, 2016

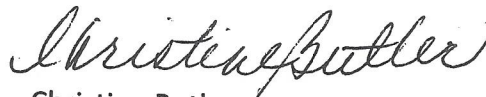
Dear Albion Borough Council Members:

I have recently started planning the development of a totally GREEN Community Garden and Greenhouse Park in Albion. Residents of Albion who volunteer at the garden (weeding, educating or building) would in turn receive produce from the garden.

This garden will benefit the area in many ways. First, our residents would be working outdoors or in the greenhouse year round. This not only has a physical benefit to the volunteer as it provides exercise which reduces many health problems, it also benefits them socially. Participants will be able to make new friends with others who have like interests. Secondly, we plan on having an extensive educational program at the garden; nutrition, health and wellbeing, bee keeping, building useful items out of recycled items, living GREEN and, of course, plant nutrition and gardening. Last, This garden will be a source of pride for the community. It is my wish to have the High School Art Club design recycled art to be displayed around the fence that will house the garden making the entire area an art installation for all to enjoy.

The lot I am looking to use is at 44 canal Street, the former Rams Head lot. I am currently writing several grants for this project and plan on starting as soon as we have a commitment from the Borough to use the aforementioned property. I would need a letter of support signed by the Council President to accompany my grant applications for funding which are due by April 11, 2016, before the next regular council meeting. Therefore I would ask that you make a decision at the March 17, 2016 council meeting

Respectfully,



Christine Butler  
Secretary/Treasurer  
Albion Borough

# Albion Borough Organizational Chart

