

Alba Borough Minutes

February 8, 2021

Regular Monthly Meeting

The Alba Borough Council held the regular monthly meeting at 6 pm at the Alba Christian Church. The meeting was opened by Vice President Carol Bastion.

The minutes from the last meeting were read. Lorelei Colton made the motion to approve the minutes, Broc Forbes seconded the motion. The minutes were approved.

Treasurer's report was read. Broc Forbes made a motion to pay the bills and Lorelei Colton seconded the motion. The motion passed and the bills will be paid.

Old Business:

In order to post electronic speed signs, the Pennsylvania Department of Transportation needs to grant permission for the specific roads they will be used on. Steve Kehoe provided the address for the Montoursville office via email. The letter is to address what roads the electronic speed sign would be posted on and the reasoning for needing the signage.

Gannon Associates has been contacted via email with the request of pricing for increasing the borough bond amount for the secretary/treasurer position. The board will discuss the possibility of increasing the bond once there are prices provided.

The borough audit is scheduled for February 20th to complete the Annual Financial Report.

There was a discussion on submitting a summary of minutes to be printed in the Canton Independent Sentinel. There was no action taken at this time but will be looked into.

There was discussion on fixing up the borough garage for secure storage for the borough. There is still stuff inside the garage that needs to be cleaned out, the garage may need some treated supports and a new garage door. Carol Bastion made the motion to get a quote for the garage door from Broc Forbes. Danielle May seconded the motion. Broc will provide an estimate for the garage door. There was discussion on possibly needing multiple quotes before proceeding with installing a new door. The multiple quote requirement will be investigated. JB Construction will be contacted for quotes for support replacements.

The borough mailboxes have been threatened to be removed by the landowner. The consensus of the board is that the mailboxes are okay for now. If the problem continues there will be a discussion on what options may be available.

New Business:

There are two new houses being built on the Bardo/Chaffer property by Route 14. The board looked over the maps where the houses will be built. Danielle May made a motion to approve the houses to be built. Tom Hojnowski seconded the motion. DEP and the County will be sent the proper documents to allow the landowner to proceed with the construction of the new houses.

The Fire Relief contract was signed and returned to the Innes Hose Company.

The borough received a certificate for having a successful participation in the census.

Present were: Tricia Hojnowski (Sec./Treas.), Vice President Carol Bastion, Mayor Dale Palmer;
Councilmembers: Danielle May, Broc Forbes, Lorelei Colton, Tom Hojnowski

Carol Bastion made a motion to adjourn the meeting. Lorelei Colton seconded the motion.

Respectively submitted by,

A handwritten signature in cursive script, appearing to read "Tricia Jackson".

Tricia Jackson
Alba Borough Secretary/Treasurer

Alba Borough
Unpaid Bills Detail
As of March 8, 2021

Type	Date	Num	Due Date	Aging	Open Balance
Bradford County Sanitation Committee					
Bill	03/07/2021	4850	03/17/2021		471.00
Total Bradford County Sanitation Committee					471.00
Casella Waste Services 49					
Bill	03/07/2021		03/17/2021		31.62
Total Casella Waste Services 49					31.62
Corin Bastion Lewis					
Bill	03/07/2021	4848	03/17/2021		40.00
Total Corin Bastion Lewis					40.00
Evelyn Bristol - Payroll					
Bill	03/08/2021	4853	03/18/2021		1.52
Total Evelyn Bristol - Payroll					1.52
Fire Tax Fund					
Bill	02/08/2021	4851	03/31/2021		359.88
Total Fire Tax Fund					359.88
Government Software Services					
Bill	03/07/2021	4849	03/17/2021		60.26
Total Government Software Services					60.26
Innes Hose Company					
Bill	03/07/2021	4846	03/17/2021		811.38
Total Innes Hose Company					811.38
Kathi Crawford					
Bill	03/07/2021	4847	03/17/2021		40.00
Total Kathi Crawford					40.00
Penelec					
Bill	03/07/2021		03/17/2021		238.21
Bill	03/07/2021		03/17/2021		17.32
Total Penelec					255.53
Tricia Jackson - pay					
Bill	03/08/2021	4852	03/18/2021		231.86
Total Tricia Jackson - pay					231.86
TOTAL					2,303.05

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03/07/21

Cash Basis

Alba Borough
Profit & Loss by Class
February 8 through March 8, 2021

	Act 13	General	Highway	Unclassified
Income				
301 · Real Property Tax	0.00	57.77	0.00	0.00
310 · Local Tax (Act 511)				
310.20 · Earned Income Tax	0.00	1,089.84	0.00	0.00
310.40 · Occupational Tax	0.00	0.33	0.00	0.00
Total 310 · Local Tax (Act 511)	0.00	1,090.17	0.00	0.00
330 · Fines & Forfeits	0.00	6.79	0.00	0.00
341 · Interest Earnings	0.00	1.78	0.00	0.00
Total Income	0.00	1,156.51	0.00	0.00
Expense				
405 · Secretary/Clerk				
405.15 · Salary and Wages	0.00	364.55	0.00	0.00
405.22 · Computer Supplies	0.00	124.00	0.00	0.00
Total 405 · Secretary/Clerk	0.00	488.55	0.00	0.00
434 · Street Lighting	0.00	238.21	0.00	0.00
454 · Culture - Parks				
454.36 · Utility Services	0.00	18.37	0.00	0.00
454.44 · Laundry and other Sanitation	0.00	31.72	0.00	0.00
Total 454 · Culture - Parks	0.00	50.09	0.00	0.00
481 · Employer Paid Benefits	0.00	364.29	0.00	0.00
66000 · Payroll Expenses	0.00	0.00	0.00	0.00
Total Expense	0.00	1,141.14	0.00	0.00
Net Income	0.00	15.37	0.00	0.00

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03/07/21
Cash Basis

Alba Borough
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February 8 through March 8, 2021

	<u>TOTAL</u>
Income	
301 · Real Property Tax	57.77
310 · Local Tax (Act 511)	
310.20 · Earned Income Tax	1,089.84
310.40 · Occupational Tax	<u>0.33</u>
Total 310 · Local Tax (Act 511)	1,090.17
330 · Fines & Forfeits	6.79
341 · Interest Earnings	<u>1.78</u>
Total Income	1,156.51
Expense	
405 · Secretary/Clerk	
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405.22 · Computer Supplies	<u>124.00</u>
Total 405 · Secretary/Clerk	488.55
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454 · Culture - Parks	
454.36 · Utility Services	18.37
454.44 · Laundry and other Sanitation	<u>31.72</u>
Total 454 · Culture - Parks	50.09
481 · Employer Paid Benefits	364.29
66000 · Payroll Expenses	<u>0.00</u>
Total Expense	<u>1,141.14</u>
Net Income	<u><u>15.37</u></u>

Alba Borough
Balance Sheet
As of March 8, 2021

	<u>Mar 8, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Act 13 Checking Fund	237.67
Act 13 Savings Fund	16,289.56
General Fund	44,902.50
Highway Checking Fund	324.94
Highway Savings Fund	3,772.82
Total Checking/Savings	<u>65,527.49</u>
Total Current Assets	<u>65,527.49</u>
TOTAL ASSETS	<u>65,527.49</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	108.73
Total Current Liabilities	<u>108.73</u>
Total Liabilities	<u>108.73</u>
Equity	<u>65,418.76</u>
TOTAL LIABILITIES & EQUITY	<u>65,527.49</u>