

Alba Borough Minutes

April 12, 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 President Gordy Matson.

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

Treasurer's report was read. Carol Bastion made a motion to pay the bills and Danielle May seconded the motion. The motion passed and the bills will be paid.

Old Business:

The letter for the electronic speed signs was completed and mailed to PennDOT.

The secretary/treasurer bond application will be submitted to change the applicant's name and bond amount.

The borough garage needs to be cleaned out. Dale Palmer will meet with some council members to proceed with the clean up when weather is warmer. Garage door and support estimates are still in the process of being discussed.

New Business:

Bradford County Conservation District will be holding ESM training April 6th & 7th and May 4th & 5th.

PennDOT is holding their virtual innovation week this year and sent a survey to be filled out if interested. There was no interest from the board.

Steve Bastion made the motion to give Canton Township a \$1,000.00 donation to help with the expenses for the damages to their equipment and township building. Carol Bastion Seconded the motion. The Canton Township will be given a \$1,000 donation to help with their damage expenses.

Carol Bastion made a motion to contact the street sweeper to come clean Sister street. Danielle May Seconded the motion.

There has been some suspicious activity occurring late a night within the borough. There were sightings near some of the vacant houses in the borough and at the park. There will be discussion in the future of increasing security at the park with a new gate in the future.

The cemetery tomb stones are ordered to be replaced in the Alba Cemetery after the accident that occurred last month.

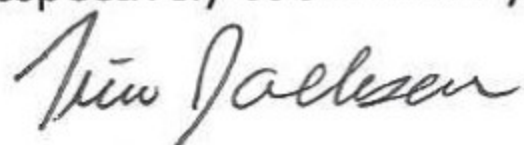
The Borough mail has been getting sent to the mayor instead of being put in the borough box. There have been numerous accounts that have had issues with not receiving their mail in a timely manner at the cluster mail boxes. Dale Palmer will investigate the matter with the post office.

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

Guest: Matt Jennings/Canton Sentinel

Danielle May made a motion to adjourn the meeting. Tom Hojnowski seconded the motion.

Respectively submitted by,

A handwritten signature in cursive script that reads "Tricia Jackson".

Tricia Jackson
Alba Borough Secretary/Treasurer

Alba Borough
Unpaid Bills Detail
 As of May 10, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
Alba Christian Church					
Bill	05/08/2021		05/18/2021		75.00
Total Alba Christian Church					75.00
Bradford County Sanitation					
Bill	05/10/2021		05/20/2021		105.00
Total Bradford County Sanitation					105.00
Canton Township					
Bill	05/08/2021		05/18/2021		1,000.00
Total Canton Township					1,000.00
Canton Township General Fund Account					
Bill	05/10/2021		05/20/2021		225.15
Total Canton Township General Fund Account					225.15
Casella Waste Service					
Bill	05/10/2021		05/31/2021		79.08
Total Casella Waste Service					79.08
Evelyn Bristol - Payroll					
Bill	05/08/2021		05/18/2021		38.13
Total Evelyn Bristol - Payroll					38.13
Penelec					
Bill	05/10/2021		05/20/2021		21.38
Bill	05/10/2021		05/24/2021		240.77
Total Penelec					262.15
Tricia Jackson - pay					
Bill	05/10/2021		05/20/2021		92.99
Total Tricia Jackson - pay					92.99
TOTAL					1,877.50

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 05/08/21
 Cash Basis

Alba Borough
Profit & Loss by Class
 April 12 through May 10, 2021

	General	Highway	TOTAL
Income			
301 · Real Property Tax	887.75	0.00	887.75
310 · Local Tax (Act 511)			
310.20 · Earned Income Tax	443.82	0.00	443.82
310.40 · Occupational Tax	6.81	0.00	6.81
Total 310 · Local Tax (Act 511)	450.63	0.00	450.63
330 · Fines & Forfeits	69.44	0.00	69.44
341 · Interest Earnings	1.31	0.00	1.31
362.41 · Building Permits	14.80	0.00	14.80
367 · Culture - Recreation	35.00	0.00	35.00
Total Income	1,458.93	0.00	1,458.93
Expense			
403 · Tax Collection			
403.42 · Dues, Subscriptions and Member	19.10	0.00	19.10
Total 403 · Tax Collection	19.10	0.00	19.10
405 · Secretary/Clerk			
405.15 · Salary and Wages	138.41	0.00	138.41
405.22 · Computer Supplies	86.90	0.00	86.90
Total 405 · Secretary/Clerk	225.31	0.00	225.31
434 · Street Lighting	0.00	240.16	240.16
454 · Culture - Parks			
454.36 · Utility Services	18.47	0.00	18.47
454.44 · Laundry and other Sanitation	31.78	0.00	31.78
Total 454 · Culture - Parks	50.25	0.00	50.25
481 · Employer Paid Benefits	22.77	0.00	22.77
484 · Workers Compensation	7.54	0.00	7.54
Total Expense	324.97	240.16	565.13
Net Income	1,133.96	-240.16	893.80

Alba Borough
Expenses by Vendor Detail
April 12 through May 10, 2021

Type	Date	Num	Memo	Account	Clr	Split	Amount	Balance
Alba Christian Church Bill	05/08/2021		Community Ea...	459 · Culture and Re...		20000 · Accoun...	75.00	75.00
Total Alba Christian Church							75.00	75.00
Berkheimer Tax Distribution Deposit	05/04/2021		BKHEIMRTAX...	310.20 · Earned Inco...		General Fund	-443.82	-443.82
Total Berkheimer Tax Distribution							-443.82	-443.82
Bradford County Assessment Check	04/27/2021	4855	CHECK	403.42 · Dues, Subs...		General Fund	19.10	19.10
Total Bradford County Assessment							19.10	19.10
Bradford County Sanitation Bill	05/10/2021		April 30 - May ...	454.44 · Laundry and...		20000 · Accoun...	105.00	105.00
Total Bradford County Sanitation							105.00	105.00
Canton Township Bill	05/08/2021		Donation for fir...	409 · General Govern...		20000 · Accoun...	1,000.00	1,000.00
Total Canton Township							1,000.00	1,000.00
Canton Township General Fund Account Bill	05/10/2021		Street Sweeper	431 · Cleaning Street...		20000 · Accoun...	225.15	225.15
Total Canton Township General Fund Account							225.15	225.15
Casella Waste Service Check	04/20/2021		CASELLA WE...	454.44 · Laundry and...		General Fund	31.78	31.78
Bill	05/10/2021			454.44 · Laundry and...		20000 · Accoun...	79.08	110.86
Total Casella Waste Service							110.86	110.86
Evelyn Bristol - Payroll Bill	05/08/2021		April Tax Retu...	403.15 · Part Time St...		20000 · Accoun...	38.13	38.13
Total Evelyn Bristol - Payroll							38.13	38.13
Penelec Check	04/20/2021		FIRSTENERG...	454.36 · Utility Servic...		General Fund	18.47	18.47
Bill	05/10/2021			434 · Street Lighting		20000 · Accoun...	240.77	259.24
Bill	05/10/2021			454.36 · Utility Servic...		20000 · Accoun...	21.38	280.62
Total Penelec							280.62	280.62

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 Accrual Basis

Alba Borough
Expenses by Vendor Detail
 April 12 through May 10, 2021

Type	Date	Num	Memo	Account	Cir	Split	Amount	Balance
Tricia Jackson - pay Bill	05/10/2021		May Payroll	405.15 · Salary and ...		20000 · Accoun...	92.99	92.99
Total Tricia Jackson - pay							92.99	92.99
TOTAL							1,503.03	1,503.03

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 Cash Basis

**Alba Borough
 Balance Sheet
 As of May 8, 2021**

	<u>Jan 31, 21</u>	<u>Feb 28, 21</u>	<u>Mar 31, 21</u>	<u>Apr 30, 21</u>	<u>May 8, 21</u>
ASSETS					
Current Assets					
Checking/Savings					
Act 13 Checking Fund	237.67	237.67	237.67	237.67	237.67
Act 13 Savings Fund	16,289.56	16,289.56	16,290.36	16,290.36	16,290.36
General Fund	44,379.92	45,396.13	43,320.30	44,596.47	45,040.29
Highway Checking Fund	324.94	324.94	5,268.86	5,028.70	5,028.70
Highway Savings Fund	3,772.82	3,772.82	3,773.01	3,773.01	3,773.01
Total Checking/Savings	<u>65,004.91</u>	<u>66,021.12</u>	<u>68,890.20</u>	<u>69,926.21</u>	<u>70,370.03</u>
Total Current Assets	<u>65,004.91</u>	<u>66,021.12</u>	<u>68,890.20</u>	<u>69,926.21</u>	<u>70,370.03</u>
TOTAL ASSETS	<u>65,004.91</u>	<u>66,021.12</u>	<u>68,890.20</u>	<u>69,926.21</u>	<u>70,370.03</u>
LIABILITIES & EQUITY					
Equity					
30000 - Opening Balance Equity	45,955.04	45,955.04	45,955.04	45,955.04	45,955.04
32000 - Retained Earnings	19,397.26	19,397.26	19,397.26	19,397.26	19,397.26
Net Income	-347.39	668.82	3,537.90	4,573.91	5,017.73
Total Equity	<u>65,004.91</u>	<u>66,021.12</u>	<u>68,890.20</u>	<u>69,926.21</u>	<u>70,370.03</u>
TOTAL LIABILITIES & EQUITY	<u>65,004.91</u>	<u>66,021.12</u>	<u>68,890.20</u>	<u>69,926.21</u>	<u>70,370.03</u>