

New Alexandria Borough Council
Minutes of August Meeting
August 14th, 2024
7:00PM

Attending the meeting were the following:

Dan Dunmeyer	Henry R. Snyder	Wayne Duffield	Bonnie Dunmeyer
Dennis Zdrojkowski	Carol Zdrojkowski	Tim Ruane	Brian Cavanaugh

1. At 7:00PM Daniel Dunmeyer called the meeting to order, followed with the Pledge of Allegiance.

2. Visitors Comment:

2.1 Charles Traeger from the New Alexandria Fire Department apologized for not making the agenda meeting.

2.2 Resident Alana Dishong of Woodlawn Drive mentioned concerns she had on traffic speeding through the neighborhood. Also mentioned about people not stopping for stop signs throughout the borough. She asked if signs or some kind of warning could be posted. Tim Ruane, Mayor of New Alexandria, stated that it was a concern but the borough not having the help of a police force it is hard to enforce such actions and the borough has to rely on the state police, which time is a problem. He also mentioned that there might be a code regarding street signs on the website. The solicitor, Brian Cavanaugh agreed that without a police force, it is hard to enforce speeding. Regarding 981 and Keystone Park Road being state roads, we do not have any jurisdiction on those roads. Henry R. Snyder, a council member, stated that no matter where you live in the borough, the problem is enforcing the law and without a police force, we do not have any control over that. Dan Dunmeyer, president of council added that New Alexandria does have Kiski state police driving and overseeing periodically throughout the town, but not on a regular or daily basis. The only option we have is for the residents to constantly contact Kiski state police and complain and see if that helps for them to come to the borough more often. Signs can be put up but they that does not guarantee it will help to enforce the law. Alana Dishong corrected the borough agenda that the handicap sign should be on Woodlawn not Grandview.

3.1 Mayor's Report:

Tim Ruane the mayor reminded the borough about the burning ordinance. Days and time you can burn.

3.2 President's Report:

Dan Dunmeyer reported updated information on the Share Grant with the possibility of looking into some replacement equipment for the tractor and the air conditioner unit for next year. Not sure if we can get both, so discussion will be going on.

3.3. Code Enforcement Officer Report:

Nothing to report but we may want to look into considering going forward, budgeting and hiring someone as Code Enforcement Officer as the borough gets back to normal with finances.

3.4 EMA Director Report

Not present, so nothing to report currently.

3.5 Activities Report

Carol Zdrojowski reported that we have to cancel the Fall Festival due to money issues and lack of manpower. Asking for volunteers to join the activities committee. We need some men for the heavy work. All women right now on the committee. Still considering doing the Christmas Kick Off in December.

3.6 Maintenance Report

Dennis Zdrojowski reported that we lost another air conditioner for the Community Center. With upcoming changes in A/C refrigerant, it will not be worth replacing it right now. Dennis suggests we table the purchase of a new one till March. He also reported that the borough truck is due for inspection and will be taken care of and the storm drains have been cleaned. All debris due to high winds that was laying in the basketball court has been removed. One more will be removed after the truck is inspected.

3.7 Rading and Approval of Minutes

Dan asked if council had time to read and approve of the minutes for July. Henry Snyder made a correction to the minutes. All was reported stated 5-0 vote when it should have been 4-0 vote since Henry was absent last month.

Dennis made the motion to correct the minutes to a 4-0 vote, seconded by Wayne Duffield, all in favor, 5-0, motion carried.

3.8 Treasurers Report:

Carol Zdrojkowski read the Treasurer's Report for July 2024. The Treasurer Report for Periods July 1 through July 31, 2024.

- General Fund: opening balance \$ 37,137.69
- Deposits \$ 97,437.27
- Bills Paid \$ 14,937.24
- Capital Reserve/PLGIT Nothing currently
- Liquid Fuels Fund/PLGIT \$12,638.24
- Closing Balance \$ 127,095.55

Carol Zdrojkowski stated that the overdraft is settled and once Walker receives the Check, he will send the borough checks to pay bills out of the liquid fuels account. Also, Brandon Firestone stated that we can be reimbursed from liquid fuels for the sink hole repair as long as it is done by the end of the year.

Henry Snyder made a motion to accept the Treasurer's Report, seconded by Bonnie Dunmeyer, all in favor 5-0, motion carried.

3.9 Payment of Bills:

Carol Zdrojkowski read and presented bills for payment for the month of July 2024.

Henry Snyder made a motion to accept the bills, seconded by Dennis Zdrojkowski, all in favor, 5-0, motion carried.

4. Old Business:

Nothing to report

5. New Business

5.1 Borough Audit. Dan Dunmeyer stated that he has an audit report that seemed to have been done on December 31, 2022. The borough needs to confirm that it was sent to the PA Community and Economic Development Corporation to say an audit was done and reported on that date. The last audit reported was in 2016. Brian Cavanaugh stated that the time between the audits on file does not necessarily mean that an audit was or wasn't done or reported. Audits are reported to the state. The borough needs to reach out to the company in Ligonier that conducted the audit in 2016 to see if any other years after 2016 were audited and reported to the state. Audits are conducted with the borough treasurer. Chuck Ferry took over in 2018. He added that the previous treasurer, Mr. Ferry, failed to keep appropriate records, thus council must find out if the audits that were done were reported to the state.

Brian Cavanaugh wanted to correct the statement for the record regarding in respect to the borough's obligation to conduct an annual audit. Title 8, PA consolidated statutes, section 1,005 where the borough has the authority to

appoint an independent auditor to report annual audits. Local ordinance the state statute, a local ordinance was passed in 1983, Chapter 32, Section 32.02 states, to summarize an independent auditor shall be appointed annually. It is up to the borough to make sure that the independent auditor reports the audit. If nothing is recorded, it doesn't mean the audit wasn't done. It is not normal to have an audit done in 2022 and not to have any record in the office that it was recorded with the state. One will be done this year 2024, but it will be hard to prove if any audits were done prior if the borough treasurer has no record of it. For the record, we do have to do an annual audit.

- 5.2 Handicap Sign. Mayor Tim Ruane will research a sign to be posted on Woodlawn Drive, not Grandview, something to the effect of wheelchair area. Again, it may draw attention but to enforce it will be difficult. The borough has to have it approved through Penn Dot before it can be posted.
- 5.3 A new copier for the borough office. Quotes were done through Sam's Club, Best Buy and Office Max. Best one out of Best Buy, Cannon that uses the ink rollers not cartridges. Price under \$400.00. Fax copier was discussed and is needed in emergency of documentation (Dollar General) and bills (Liquid fuels), so it is needed. Dollar General inquiring if they need a business license with the borough. They did one for the state, but didn't know if the borough required one. Tim is to look into it and will get back to him. Henry Snyder made the motion to purchase a new printer for the borough office, seconded by Wayne Duffield. All in favor 5-0, motion carried.
- 5.4 Raise Increase for Food Nutrition Group from \$800.00 to \$1500.00. This increase will include the utilities. One year lease starting September 1, 2024. Henry Snyder made the motion to accept the increase in rent, seconded by Dennis Zdrojkowski. All in favor 5-0, motion carried.
- 5.5 Settlement to PGIT from the bond was paid in the amount of \$62,382.68. El Grande was paid for by Liquid Fuels. Overdraft paid. Henry Snyder made the motion to accept the settlement to PGIT, seconded by Dennis Zdrojkowski, all in favor 5-0, motion carried.

Adjournment Henry Snyder made a motion to adjourn, second by Wayne Duffield, 5-0, motion carried. Dan Dunmeyer adjourned the meeting at 7:45.

Respectfully submitted,
Carol Zdrojkowski
Secretary/Treasurer