

ALBANY TOWNSHIP
JANUARY 5, 2026

The Albany Township Board of Supervisors met on January 5, 2026 at 7:00 pm at the Albany Township Municipal Building. Those present were Mary Moon, David Bundle and Micah Baker also present was Andrae Cummiskey. Mary Moon opened the meeting with the pledge of allegiance. Mary Moon asked David Bundle to act as temporary Chairperson. Mary Moon asked Micah Baker to act as temporary secretary. David Bundle opened the floor for nominations for Chairperson, David Bundle made the nomination for Mary Moon to serve as Chairperson, motion by Micah Baker, seconded by David Bundle, all voted in favor. Chairperson Mary Moon opened the floor for nominations for Vice-Chairperson, David Bundle made the nomination for Micah Baker to serve as Vice-Chairperson, motion by Mary Moon, seconded by David Bundle, all voted in favor. Micah Baker made the motion to appoint Andrae Cummiskey as Secretary/Treasurer, seconded by Mary Moon, all voted in favor. Micah Baker made the motion to set Andrae Cummiskey's salary at \$13500.00 and her health insurance care to remain the same with Highmark-Blue Shield, seconded by David Bundle, all voted in favor. Micah Baker made the motion that the treasurer's bond be set at \$450,000.00, seconded by David Bundle, all voted in favor.

David Bundle made the motion to set Road-Master John Fassett's hourly wage at \$24.00 per hour, a \$1.00 per hour raise, and Joseph Saxe will act as Assistant Road-Master. The part-time Albany Township's Road Labor employee's hourly wage was set at \$21.50 per hour, a \$1.00 per hour raise. The road-master will be required to be present at all township meetings ready to give a road progress report and equipment update from the prior month, in the event that the road-master cannot attend the Albany Township meeting it will be required that the assistant road-master be in attendance. They will be compensated with their hourly wage for their attendance at these said meetings. Also, to pay regular full-time employees after one (1) year of employment five (5) vacation days and after five (5) years of employment ten (10) vacation days, and after ten years of employment fifteen (15) vacation days. The full-time employee may carry five (5) vacation days over into the following year, if the employee has more than five (5) vacation days left in the present calendar year, the days will be forfeited without compensation. Also, full-time employees will receive eight (8) paid holiday's (Good Friday, Memorial Day, July 4th Labor Day, Veterans Day, Thanksgiving, Christmas and New Years Day,). Also, any week that includes a paid holiday anything over thirty-two (32) worked hours will be paid time and a half. A normal work week will run from midnight Thursday to the following Thursday at midnight. Regular full-time employees will receive five (5) sick days after one year of employment, and after three (3) years of employment the full-time employee will receive ten (10) sick days. These sick days can accumulate up to and including twenty (20) days, accumulated he/she must be paid the excess over twenty (20) sick days. Vacation pay; holiday pay and sick pay are to be based on the calendar year. Regular full-time employee will receive two (2) days or sixteen (16) hours' time for the death of immediate family member to include a spouse, mother, father, child, grandparent, brother, or sister. This time must be taken within sixty (60) days from the time of death, or based on a case-by-case bases. Medical benefits will remain with Highmark/Blue Shield. New full-time employees will receive a benefit of retirement in the means of Albany Township funding a plan of ten (10) percent of the full-time employee gross wages in the prior calendar year. Also, regular full-time employee will have the benefit of \$50,000.00 in life insurance and plan B disability, both plans are with Trustee Insurance through PSATS and fully funded by Albany Township, the motion was seconded by Micah Baker, all voted in favor. The

supervisors asked to be paid 21.50 per hour for township work. Mary Moon made the motion to affirm the all-township supervisors be road superintendents, also, from \$0-\$4,000.00 either a supervisor or the road-master or in lieu of the absent of a road-master or supervisor the assistant road foreman can make a decision to purchase or repair, seconded by Micah Baker, all voted in favor. Micah Baker made the motion to set the mileage rate for 2026 at 72.5 per mile for the use of a personal vehicle for township work or township travel, seconded by Mary Moon, all voted in favor. Township solicitor for 2026 was tabled at this time. Meeting schedule for 2026 is as follows January 5, February 4, March 4, April 8, May 13, June 10, July 8, August 5, September 9, October 7, November 4, December 9, and end of year December 30, all meetings to be held at 7:00 pm at the Albany Township Municipal Building, if the meeting is postponed or cancelled it will be the following Wednesday night, and will be advertised as such, motion by Micah Baker, seconded by Mary Moon, all voted in favor. Mary Moon made the motion that C & N and Pligit will be the depositories for Albany Township for 2026, seconded by Micah Baker, all voted in favor. The Albany Township supervisors will do road inspections twice per calendar year at the rate of \$75.00 per supervisor if they participate, motion by Mary Moon, seconded by Micah Baker, all voted in favor. Mary Moon made the motion to appoint Wayne Cummiskey to the vacancy board, seconded by Micah Baker, all voted in favor. Micah Baker made the motion that regular full-time employees be paid their regular full-time hourly rate to attend a learning workshop or learning meeting, and part-time will be paid their hourly pay per hour of class time to attend a learning meeting or workshop, and Albany Township will also pay mileage and registration fee will also be paid by Albany Township, seconded by David Bundle, all voted in favor. Micah Baker made the motion that Andrae Cummiskey will attend and be Albany Township's voting delegate for the township state conference April 19-22 2026, seconded by Mary Moon, all voted in favor. Christi New was appointed as Albany Township's EMC for 2026 her salary will be \$21.50 per hour for work or training, her salary will be at least \$500.00 per year, in the event of an Emergency and/or a natural disaster this salary could be revisited, motion by Mary Moon, seconded by David Bundle, all voted in favor. All three members of the board of supervisors are appointed members of a hearing committee for the Bradford Co. Sanitation Committee for Albany Township, motion by Mary Moon, seconded by David Bundle, all voted in favor. Connie Boyer was appointed to the Bradford Co. Tax Committee, and Micah Baker as the alternate, motion by David Bundle, seconded by Micah Baker, all voted in favor. Also, Albany Township Board of Supervisors will be assessment/permit officers, they will issue driveway permits, their pay will be their hourly wage. Also, Micah Baker will be acting permit officer for Albany Township, Micah Baker's wage will be ½ of the permit, the final permit cannot be issued until they come before the board of supervisors, motion by David Bundle, seconded by Micah Baker, all voted in favor. Minutes from the December 30, 2025 meeting were read with no corrections or additions, motion to accept as read by David Bundle, seconded by Micah Baker, all voted in favor. Reported no new updates from the Laddsbury Hill Road project, FEMA/PEMA audit no updates. Update on the lighting proposed project on the next store building were given by Scott Epler and he stated that to install new lights in the same pattern (6) lights cost \$1,500.00 and to change the pattern new wiring and lights cost would be \$3,500.00, tabled at this time. Scott Epler also voiced his concerns regarding the new Generac system that was installed at the township building, he feels that there is a faulty wire, Micah will follow up on this situation. Road-Master John Fassett stated that he would prefer that the township rent the boom mower in the fall instead of the spring/summer. Micah Baker stated that he is still working on the employee hand-book. Cinder

shed is an ongoing discussion. It was mention that maybe the supervisors could speak with adjacent landowners about 99-year leasing for expanding. Tabled the following ATV's ordinance, borrowing status. John stated that he is still working on the replacement of the axle in the F550 (13'). John also stated that there seems to be a water run off issue on Dibble Run Road that needs addressing. Supervisor Micah stated that he has a interest of what Overton Township is using as their winter cinder mixture. In citizen comments it was stated that resident Wendy Johnson would like some cinders placed on her driveway where the township is turning around, it was stated that the township doesn't make it a practice to spread cinders on private property. There were no monthly bills or mail. Mary Moon made the motion to adjourn the meeting at 8:30 pm, seconded by David Bundle, all voted in favor. Next monthly meeting to be held on February 4, 2026 at 7:00 pm.

Respectfully Submitted,

Andrae Cummiskey, Sec/Treas.