

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL

April 8, 2025

Westfield Municipal Building

COUNCIL PRESENT: Danielle Pierce, Michael James, Holly Zengerle, Elizabeth Rowland, Doug Rowland,

COUNCIL ABSENT: Derek Eldridge and Roger Watkins (Eldridge participated by phone)

OTHERS PRESENT: Ed and Robin Presor, James Streeter, Faun James, Paul Zelinka, Holly Schoonover, Andrew Adams, Joe Miles, Clyde Rouse, Jacquelyn Quay, Harry Quay, Terri Patterson, Robert and Abbi Rossman, Bill ? (illegible), and Theresa McCullen

The meeting was called to order at 7:00 p.m. by Vice President Danielle Pierce. A roll call was taken. Roger Watkins and Derek Eldridge were absent. Mr. Eldridge participated by phone. The pledge of allegiance was said. An attendance sheet was passed around for visitors to sign.

**Visitors**

A group of visitors was present to address the council regarding the tourism agency that serves Tioga and Potter counties. The commissioners have been questioning how the group handles its funds, and they would like to see the group de-certified and a new group formed. The commissioners have prepared a resolution for municipalities to approve to concur with the county.

Paul Zelinka, the Rossmans, and others were present to ask the Council to not adopt this resolution. They explained that the funding for the existing group comes from hotel/motel taxes not taxpayers money.

Danielle Pierce stated that the council needs more information and time to read the act before making a decision on the resolution. It will be tabled until next month's meeting.

**Mayor/Police Chief Report**

Mayor Faun James reported on an Easter egg hunt to be held at Electri-Cord Manufacturing from 2 to 4 p.m. on Saturday.

Andrew Adams reported that the mobile mic (blue tooth) is failing some and should be replaced. It is ten years old, and the price for replacement is \$789.

Motion was made by Elizabeth Rowland and seconded by Doug Rowland to approve purchase of a blue tooth mic for the police department in the amount of \$789. Those in favor were James, Zengerle, E. Rowland, D. Rowland, Pierce, and Eldridge. The motion was carried.

**Solicitor Report – none**

**Minutes**

Motion was made by Holly Zengerle and seconded by Michael James to approve the minutes of the February 11, 2025; February 25, 2025; and March 11, 2025 meetings. Those in favor were Zengerle, E. Rowland, D. Rowland, Pierce, Eldridge, and James. The motion was carried.

**Financial Report**

The financial report with bills to be approved was presented. Beth Rowland said that she has just returned home and did not have time enough to review it. Council members agreed to table the financial report to the next meeting.

**Municipal Building Project**

A change order is needed to add the 8 x 10 interview room for the police department.

Motion was made by Michael James and seconded by Danielle Pierce to approve Change Order #1 (in the amount of \$5,550) with JS General Contracting for the 8 x 10 interview room in the police office. Those in favor were E. Rowland, D. Rowland, Pierce, Eldridge, Zengerle, and James. The motion was carried.

Motion was made by Holly Zengerle and seconded by Danielle Pierce to approve JS General Contracting Payment Application #001 in the amount of \$52,703. Those in favor were D. Rowland, Pierce, Eldridge, Zengerle, James, and E. Rowland. The motion was carried.

**New Business**

An authorized signature resolution is needed for PEMA (HMGP)

DESIGNATION OF AGENT  
RESOLUTION

BE IT RESOLVED by the Borough Council of Westfield Borough that Roger Watkins, Council President, is hereby authorized to execute for and on behalf of Westfield Borough, a public entity established under the laws of the Commonwealth of Pennsylvania, all required forms and documents for the purpose of obtaining financial assistance for the Hazard Mitigation Grant Program (HMGP), the Building Resilient Infrastructures & Communities (BRIC) program, the Legislative pre-Disaster Mitigation (LPDM) program under the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Public Law 93-288 as amended by Public Law 100-707) or the Flood Mitigation Assistance (FMA) program under the National Flood Insurance Act of 1968 (42 U.S.C. 4001 et seq), National Flood Insurance Reform Act of 1994 (Public Law 103-325) and the Flood Insurance Reform Act of 2004 (Public Law 108-264), as pertains to federal mitigation grant programs indicated below.

HMGP

BRIC

FMA

LPDM

Passed and approved this 8<sup>th</sup> day of April, 2025.

Motion was made by Danielle Pierce and seconded by Elizabeth Rowland to approve the hazard mitigation designation of agent resolution as read aloud. Those in favor were Pierce, Eldridge, James, Zengerle, D. Rowland, and E. Rowland. The motion was carried.

The Tioga County Legislative Breakfast will be held April 25, 2025 at a cost of \$35 per person. RSVP by April 21<sup>st</sup>.

There is a PennDOT outreach meeting April 15<sup>th</sup>.

Motion was made by Michael James and seconded by Doug Rowland to approve the memorial day parade on May 26, 2025 at 9 a.m. All were in favor; the motion was carried.

There was discussion about new desks for the office. One drawer on Lori's desk is not opening easily. It was noted that some file cabinets in the police department got rusted in the flood.

Motion was made by Holly Zengerle and seconded by Danielle Pierce to authorize a budget of \$2,000 (ceiling) for new desks in the borough office. Those in favor were E. Rowland, D. Rowland, Eldridge, Zengerle, Pierce, and James. The motion was carried.

### **Committees**

- Administrative

Mrs. Rowland brought up the memorial bench that had been approved for in front of the municipal building. She would like to see it in place before Memorial Day. The borough crew will be asked about the bench they were planning to refurbish. She would also like to have some substantial urns to be placed on either side of the bench to be used each year.

Mrs. Rowland will contact William Roosa to have a plaque made with the officials' names, years of service, and positions held.

- Planning

Todd Streeter from Crary Hose Co. recently took Dave Nudd to the tannery lot to show where the new hydrants should be placed for the fire company's proposed training center, etc.

The overhead doors have been working nicely.

- Streets, Sidewalks & Buildings

The culvert on Balfour Drive has been discussed within the committee. They are unable to establish ownership based on the maps they have seen. Mrs. Zengerle pointed out that when her mother, Sue Balfour, owned the home currently owned by the Presors, she was told she owned half and Mountain Laurel Recovery Center owned half. The culvert is collapsing. Mrs. Pierce recommends following up with Roger Watkins.

- Vehicle Maintenance

Dave Nudd has been getting quotes on a mini-excavator. There was discussion about getting funding for it. Mrs. Zengerle is still looking into grants or possibly a low-interest loan. One price for the machine is \$45,724. It is not currently in the budget.

- Utilities Committee

The Co-stream system for the well needs to be discussed in committee. Mrs. Pierce tabled it to the next meeting.

- Grants & Loans

Mrs. Zengerle reported she will look into funding with USDA for the mini-excavator.

### **Visitors**

James Streeter commented on the memorial bench.

Harry and Jackie Quay were present regarding a high water bill they received in October, 2024. They asked if the committee made a decision yet on giving them credit. Mrs. Pierce noted that because a new meter has been installed and no high usage is registering at this time that they should receive credit for the overage on that bill.

The meeting was adjourned at 8:17 p.m.

Theresa McCullen  
Assistant Secretary

