

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL

April 9, 2024

Westfield Municipal Building

COUNCIL PRESENT: Roger Watkins, Constance Cummings, Ed Rodarmel, Elizabeth Rowland, Zachary Smith, Holly Zengerle

COUNCIL ABSENT: Roger McCullen

OTHERS PRESENT: James Streeter, Craig Emmons, Ed & Robin Presor, Chief Andrew Adams, Lori Nelson

The meeting was called to order at 7:00 p.m. by council president Roger Watkins followed by the Pledge of Allegiance. A roll call of members found Roger McCullen to be absent.

The passing of Mayor Gail Bollinger was announced by Roger Watkins. A moment of silence in honor of Mrs. Bollinger was held. Mr. Watkins asked council to consider a tribute to Gail Bollinger and her years of service to the community. Beth Rowland would like to work with the newspaper about an article on Gail. A committee of Beth Rowland, Zach Smith and Holly Zengerle was set up to work on ideas.

Visitors

James Streeter voiced his objections to another dangerous buildings ordinance. He noted that Chapter 72 of the Code of the Borough of Westfield adopts the state code by reference. Much discussion was held.

Minutes

A motion was made by Connie Cummings, seconded by Beth Rowland, to approve the minutes of the March 12, 2024 meeting as presented. Those in favor were Cummings, Rodarmel, Rowland, Smith, Zengerle and Watkins. The motion carried.

Financial Report

Motion was made by Zach Smith, seconded by Beth Rowland, to approve the financial report. Those in favor were Cummings, Rodarmel, Rowland, Smith, Zengerle and Watkins. The motion carried.

Zac Smith and Roger Watkins reported on the TASA Grant for sidewalks. Westfield Borough did not receive the grant for sidewalks; it was awarded to Wyoming County for a walkway connecting a dog park. Further discussion was held.

Police Chief Report

Chief Adams reported on traffic calls and repeated calls at Mountain Laurel Recovery due to a faulty sensor in the dorms.

ATV Request

Extensive discussion on the previous request to open streets to ATV/UTV traffic was held. An ordinance will be needed. The representative with the state concerning the trailway program will be contacted for information and a sample ordinance.

Vacancy

A vacancy in the office of Mayor has occurred due to the passing of Gail Bollinger. Roger Watkins reported that Faun James is interested in the position. After discussion, a motion was made to appoint Faun James to the position of mayor.

Motion was made by Zachary Smith, seconded by Elizabeth Rowland, to appoint Faun James as Mayor to complete the term left by the death of Gail Bollinger and to adopt Resolution 2024-351 appointing Faun James to the position of Mayor. Those in favor were Rowland, Smith, Zengerle and Watkins. Connie Cummings and Ed Rodarmel abstained from voting as they do not know Faun James. The motion carried.

RESOLUTION NO. 2024-351 A RESOLUTION TO FILL A VACANCY

WHEREAS, a vacancy in the office of Mayor of the Borough of Westfield, Tioga County, Pennsylvania, has occurred due to the death of the Honorable Gail Bollinger; and

WHEREAS, Section 901 (53 PS §45901) of the Borough Code provides that the borough shall fill such vacancy by resolution within thirty (30) days by appointing a registered elector of the borough (who has also resided one year continuously prior to the date of appointment) to hold such office until the first Monday in January after the first Municipal Election occurring more than sixty (60) days after the vacancy occurs at which election an eligible person shall be elected to the office for the remainder of the term;

WHEREAS, the next Municipal Election will be held in November 2025;

THEREFORE BE IT RESOLVED, that Faun James, a registered elector of the Borough of Westfield, is hereby appointed to the office of Mayor of the Borough of Westfield to serve until the first Monday in January 2026.

FURTHER BE IT RESOLVED, that there shall be elected at the next Municipal Election, which shall occur in November 2025, a qualified registered elector of the Borough of Westfield to hold such office.

RESOLVED by the Borough Council of the Borough of Westfield, Tioga County, Pennsylvania, this 9th day of April, 2024.

Abate Request

A request was received from the Grand Canyon Abate to have a proclamation to declare May as Motorcycle Awareness Month. After discussion, council would like the organization to attend the May meeting for further explanation.

Develop Tioga

A membership request was received from Develop Tioga. There was discussion on what the organization does and what level of membership to join.

Motion was made by Beth Rowland, seconded by Zach Smith, to continue the \$500 membership level in Develop Tioga. Those in favor were Cummings, Rodarmel, Rowland, Smith, Zengerle and Watkins. The motion carried.

Trainings

The DPW crew has asked to attend several trainings: Hazard Materials will be April 15 in Westfield; Risk Communication will be May 23 in Troy; Water Disinfection on June 6 in

Coudersport. The police will also attend the HazMat class. Discussion was held on Donald Wescott's eligibility to attend due to injury and workers' compensation.

Motion was made by Zachary Smith, seconded by Connie Cummings, to approve the three trainings for the all DPW workers unless Donald Wescott is determined to be unable to attend. Those in favor were Cummings, Rodarmel, Rowland, Smith, Zengerle and Watkins. The motion carried.

Meetings

There are several upcoming meetings:

PA DOT Outreach meeting will be April 10 in Wellsboro.

Stormwater Management Planning stakeholder meeting will be April 11 in Wellsboro.

Develop Tioga will hold the Legislative Breakfast on April 26 at the Penn Wells in Wellsboro.

NTRPDC will hold its commission meeting on April 19 in Eagles Mere.

Committee Reports

- Administrative/Finance Committee

Bond Limits

Discussion was held on increasing the treasurer bond limits. Currently it is \$400,000. The auditor recommended increasing the limit; prices were obtained for \$1.5 and \$2.5 million.

Motion was made by Zach Smith, seconded by Connie Cummings, to upgrade the treasurer's bond to \$1 million. Those in favor were Cummings, Rodarmel, Rowland, Smith, Zengerle and Watkins. The motion carried.

Audit

The 2023 Audit is complete and available for review.

Outstanding Items – the committee will meet to discuss a statement on survey results and will include the grant results in the statement. A complaint form will also be addressed.

- Personnel Committee

Beth Rowland reported the committee will be meeting with the solicitor tomorrow to finalize the contract.

- Planning Committee

Roger Watkins is going to ask the solicitor about moving forward with the easement for Schiffy's RV Park. There was discussion on the project.

- Streets, Sidewalks, Buildings Committee

Roger Watkins reported so far there are no issues with a two-man crew. They are working on cleaning the streets as they have time. There have been some issues at the sewer plant. Dave Nudd may have to wait until Donald Wescott returns to work before doing the sewer line on Stone Quarry Road.

2024 Streetwork

Roger Watkins reported for the committee that they recommend doing Maple Street from Elm Street to 18th Street and 18th Street. Roger Watkins noted when the state does Church Street it may affect 18th Street. The other street there may be funds for would be Walnut Street. There was discussion on how much to spend and which streets to do this year.

Motion was made by Ed Rodarmel, seconded by Zach Smith, to bid paving work for Maple Street from Elm to 18th, 18th Street and Walnut Street as outlined by PennDOT. Those in favor were Cummings, Rodarmel, Rowland, Smith, Watkins and Zengerle. The motion carried.

It was noted during discussion that costs are increasing each year so it may be best to do as many as funds allow. Council agreed to save funds to do North and Lincoln Streets next; it may be two years before funds allow these streets to be completed.

- Vehicle Maintenance

Connie Cummings talked about the report she submitted last month concerning financing for the backhoe replacement. She asked what she needs to do to increase water and sewer rates to finance the equipment. Discussion on the need and cost of replacing the backhoe. The backhoe is in good shape.

- Utilities Committee – nothing

- Grants/Loans Committee

There was discussion on the best ways to locate grant funding. Zach Smith suggested contacting the new commissioners about holding a county-wide grant seminar.

Lori Nelson gave an update on the CDBG funds. The 2020 project for pipe lining has been completed. There are two grants approved to continue the pipe lining project to eliminate inflow and infiltration in the sewer lines. The PennVest application for pipe bursting on Church Street is being submitted in April.

Visitors

Craig Emmons noted he appreciates council looking at the ATV/UTV request.

Lori Nelson gave an update on issues with the heaters in the restrooms.

Meeting was adjourned at 8:54 p.m.

Lori Nelson
Secretary/Treasurer