

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL

December 12, 2023

Westfield Municipal Building

COUNCIL PRESENT: Connie Cummings, Roger McCullen, Beth Rowland, Zachary Smith, Roger Watkins.

COUNCIL ABSENT: None

OTHERS PRESENT: Ed & Robin Presor, James Streeter, Mayor Gail Bollinger, Mr. & Mrs. Chris Barber, Lori Nelson

The meeting was called to order at 7:00 p.m. by council president Watkins followed by the Pledge of Allegiance. A roll call of members found all to be present (two vacancies exist on council). The visitors were addressed but did not have anything at this time.

Mayor's Report

Mayor Bollinger noted we have two full-time officers and Officer Mack should be on his own the first of the year. Two part-time officers will be returning early next year.

Minutes

Motion was made by Beth Rowland, seconded by Zach Smith, to approve the minutes of the November 14, 2023 and November 28, 2023 council meetings as presented. Those in favor were Cummings, McCullen, Rowland, Smith and Watkins. The motion carried.

Financial Report

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

2024 Budget

Zach Smith noted changes were made to reflect the updated wages and insurance increase.

Motion was made by Zachary Smith, seconded by Beth Rowland, to approve the 2024 Budget. Those in favor were Cummings, McCullen, Rowland, Smith and Watkins. The motion carried.

2024 Tax Rate Ordinance

Motion was made by Zachary Smith, seconded by Beth Rowland, to adopt Ordinance No. 343 setting the real estate tax rate for 2024 at 3.80 mills. Those in favor were Cummings, McCullen, Rowland, Smith and Watkins. The motion carried.

TCC Delegate

Motion was made by Roger McCullen, seconded by Zachary Smith, to adopt Resolution No. 347 appointing Lori Nelson as delegate to the Tioga County Tax Collection Committee and Theresa McCullen as the alternate delegate. Those in favor were Cummings, McCullen, Rowland, Smith and Watkins. The motion carried.

RESOLUTION NO. 2023-347
WESTFIELD BOROUGH
TIOGA TCC VOTING DELEGATE APPOINTMENT RESOLUTION

WHEREAS, Act 32§505(b) requires the governing bodies of school districts, townships, boroughs and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to the appointment.

BE IT RESOLVED, by the Borough Council of the Borough of Westfield, Tioga County, Pennsylvania, that the following individuals are appointed as TCC delegates for the Borough of Westfield:

1. Primary voting delegate:
Name: Lori Nelson
Mailing Address: 429 East Main Street, Westfield, PA 16950
Phone Number: (814) 367-2632 Email: wboro@verizon.net
2. First alternate voting delegate:
Name: Theresa McCullen
Mailing Address: 429 East Main Street, Westfield, PA 16950
Phone Number: (814) 367-2632 Email: wboroutil@verizon.net
3. Second alternate voting delegate:
Name:
Mailing Address:
Phone Number: (814) 367-2632 Email: _____

If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting. These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in December or January or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

RESOLVED this 12th day of December, 2023

Reorganizational Meeting

The reorganizational meeting will be held January 2, 2024 at 7 p.m. with the regular meeting to follow.

Committee Reports

- Administrative/Finance Committee

There was discussion on the plans for the proposed RV Park behind Schiffty's Bar. A revised plan showing a 30' easement rather than a 50' easement has been submitted for review.

Motion was made by Connie Cummings, seconded by Zachary Smith, to sign the plans for Schiffty's RV Park and Schiffty Lane showing a 30' easement along Rusty Cannon Lane. Those in favor were Cummings, McCullen, Rowland, Smith and Watkins. The motion carried.

It was noted the developer should be responsible for any fees. Mrs. Presor asked about water/sewer rates at the RV Park.

- Personnel Committee

The union contracts will be discussed in executive session later.

Holiday bonuses for employees were discussed.

Motion was made by Zachary Smith, seconded by Roger McCullen, to give a holiday bonus of \$100.00 to full-time employees. Those in favor were Cummins, McCullen, Rowland, Smith and Watkins. The motion carried.

- Planning/Fire Committee – nothing
- Streets, Sidewalks, Buildings Committee

Roger Watkins reported doesn't know an exact date on the sidewalk grant announcements but it should be in January.

He noted there are a couple Christmas lights out.

Connie Cummings asked the status of the dangerous buildings ordinance. Roger Watkins noted that someone would have to be designated to enforce the ordinance. He has talked with Andrew Adams and Kyle Mack as possibilities; both felt they would need additional training in order to do this. Beth Rowland noted Connie Cummings had talked with Erb Inspections about enforcement. Further discussion was held. Zac Smith added this needs to be looked into deeply, and it appears this is an important topic in the surveys. Beth Rowland would like to look for other funding sources. Lori Nelson felt Develop Tioga is working on something county-wide for dilapidated buildings.

- Vehicle Maintenance Committee

Connie Cummings noted that a tour of the WWTP is to be set up, date to be determined. She would like to check out the safety equipment.

- Grants, Loans Committee

The TASA grant is pending. PennVest application will be submitted by Larson Design Group for Church Street.

- Utilities Committee

There was discussion on street lights and possible conversion to LED. Most of the lights are still under a contract and it would be costly to change at this time. Penelec suggested starting with twelve, the minimum they allow, and then proceeding in groups of 12 or 24. The committee will look at this.

Visitors

Chris Barber approached council about the possibility of dumping residential septic at the WWTP. Roger McCullen would like to talk with the operators. He noted they don't want to upset the system. The last request was made when the plant was very new; the plant still has some bugs to work out. There was discussion on testing procedures and what information might be a required.

Mr. and Mrs. Presor noted problems with burning.

There was discussion on a camper at the end of Walnut Street.

Executive Session

An executive session for personnel – negotiations was called at 8:00 p.m.

The meeting reconvened at 8:32 p.m.

An executive session for negotiations will be held December 22, 2023 at 10 a.m.

The meeting adjourned at 8:35 p.m.

Lori Nelson, Secretary/Treasurer