

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL  
December 14, 2021  
Westfield Municipal Building

COUNCIL PRESENT: Gail Bollinger, Carissa Grossman, Leland (Joe) Pond, Denis Landry

COUNCIL ABSENT: Roger McCullen, Shaunta Vahey, Roxann Weidman

OTHERS PRESENT: Beth Rowland, James Streeter, Shawn Downey, Ed & Robin Presor, Kelly Stemcosky, Lori Nelson

The meeting was called to order by council president Gail Bollinger followed by the Pledge of Allegiance. A roll call of members found Roger McCullen, Shaunta Vahey, and Roxann Weidman to be absent. The visitors were addressed.

Shawn Downey, LDG

Shawn Downey reviewed the LDG memo with council.

- Sewer Rehab Project #1

Bids were received for the sewer rehab project. As noted last month there was an error on the bid form of the low bidder. The bidder corrected the error and was still the low bidder. The grant administrator was consulted and the corrected low bid could be accepted.

The bids were:

Standard Pipe Services, LLC	\$ 89,834.00
Kenyon Pipeline Inspection, LLC	\$115,250.00
Genesee Valley Construction	\$115,250.00
Mr. Rehab, Inc.	\$150,256.35

Larson Design Group recommends awarding the contract to Standard Pipe Services.

Motion was made by Denis Landry, seconded by Carissa Grossman, to award the bid for the sewer rehab project to Standard Pipe Services, LLC in the amount of \$89,834.00. Those in favor were Bollinger, Grossman, Pond and Landry. The motion carried.

- WWTP Upgrade Project

Mr. Downey reported that the project is moving along. They are on track for substantial completion on January 13.

Applications for payment were submitted.

Motion was made by Carissa Grossman, seconded by Joe Pond, to approve for payment Request #16 from Lobar Inc. in the amount of \$117,878.71 and Request #15 from Tra Electric in the amount of \$83,133.31. Those in favor were Bollinger, Grossman, Landry and Pond.

Mr. Downey reported he contacted Pennvest about the addition of the water line replacement and it should be covered, but the official paperwork needs to be submitted for approval. Mr. Downey hopes to submit this before Christmas. This will be taken from the contingency for the project. More discussion was held on the water line.

An update on the project schedule was given.

Mr. Downey reported on the engineering budget. About \$30,000 is left so they should be able to get through January. The inspector will go to part-time soon now that the project is ending.

#### Mayor/Chief Report

Mayor Rowland reported that Dale Niles could not get the camera information to present to council. He hopes to have it for the January meeting.

Mayor Rowland had requested information for seniors, and it was received. It is available to distribute. She will take some to the Manor.

The Hometown Heroes project will start in January. The Historical Society will assist with the project. A cost per banner has been received. There was discussion on banners and installation.

The police department had qualifying on December 12.

#### Minutes

Motion was made by Denis Landry, seconded by Joe Pond, to approve the minutes of the November 9, 2021 meeting as presented. Those in favor were Bollinger, Grossman, Landry and Pond. The motion carried.

#### Financial Report

Motion was made by Denis Landry, seconded by Carissa Grossman, to approve the financial report. Those in favor were Bollinger, Grossman, Landry and Pond. The motion carried.

#### 2022 Budget

Motion was made by Carissa Grossman, seconded by Joe Pond, to adopt the 2022 budget. Those in favor were Bollinger, Grossman, Landry and Pond. The motion carried.

Mrs. Bollinger noted there is no tax increase.

#### General Code

General Code is working on a quote to update the code books. They would like to convert them to 8 ½ x 11 books.

Committees:

Administrative Committee: nothing

#### Personnel Committee

Gail Bollinger noted that holiday bonuses were not discussed last month.

Motion was made by Denis Landry, seconded by Joe Pond, to authorize a \$250 holiday bonus to all full time employees. Those in favor were Bollinger, Grossman, Landry and Pond. The motion carried.

Mrs. Bollinger reported that a letter of thanks was received from the Westfield Public Library.

Planning/Fire Committee – nothing  
Streets, Sidewalks, Buildings Committee – nothing  
Vehicle Maintenance Committee – nothing  
Insurance Committee – nothing

Utilities Committee

Denis Landry reported that the new sewer rate needs to be advertised. He explained that it will be a \$10.00 per month increase for residential customers and read the proposed rates:

Residential \$70. Month minimum. \$5.25 for every 100 cu.ft. over the minimum  
Commercial: \$80.00 minimum with \$5.25 for overage  
Industrial/schools: \$6.00 per person  
RV Park: \$80.00 or \$2.33 per vehicle day

Motion was made by Denis Landry, seconded by Carissa Grossman, to advertise the sewer rate ordinance for adoption. Those in favor were Bollinger, Grossman, Landry and Pond. The motion carried.

Visitors

Ed Presor asked who sets the speed limit for Church Street. He feels 35 mph is too fast. There was discussion on this. Church Street is a state road.

Robin Presor discussed cement trucks using High Street to access the gas well around Thanksgiving. It appears this was just for a day. They are not bonded. She also noted an increase in pickup trucks on the street.

Gail Bollinger announced the next meeting will be the organizational meeting on January 3, 2022.

Motion was made by Carissa Grossman, seconded by Joe Pond to adjourn the meeting.

The meeting adjourned at 7:25 p.m.

Lori Nelson  
Secretary/Treasurer