

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL

Westfield Municipal Building

December 9, 2025

COUNCIL PRESENT: Roger Watkins, Michael James, Douglas Rowland and Elizabeth Rowland

COUNCIL ABSENT: Danielle Pierce, Derek Eldridge, and Holly Zengerle

OTHERS PRESENT: Mayor Faun James and Theresa McCullen

The meeting was called to order at 7:05 p.m. by council president Roger Watkins. The pledge of allegiance was said and a roll call of members was taken. Those absent were Danielle Pierce, Derek Eldridge, and Holly Zengerle.

Mayor/Police Chief Report

There was nothing to report at this time.

Solicitor Report – nothing

Minutes

Motion was made by Douglas Rowland and seconded by Elizabeth Rowland to approve the minutes of the November 12, 2025 meeting as presented. All were in favor; the motion was carried.

Financial Report

Motion was made by Elizabeth Rowland and seconded by Michael James to approve the financial report. Those in favor were E. Rowland, D. Rowland, M. James, and Watkins. The motion was carried.

Old Business

2026 Budget

Motion was made by Elizabeth Rowland and seconded by Douglas Rowland to approve the 2026 budget as advertised. Those in favor were M. James, E. Rowland, D. Rowland, and Watkins. The motion was carried.

Tax Ordinance

Motion was made by Douglas Rowland and seconded by Michael James to approve the tax rate ordinance for 2026 reflecting an increase from 3.8 mils to 4 mils. Those in favor were M. James, E. Rowland, D. Rowland, and Watkins. The motion was carried.

Flood Insurance

Two proposals have been received for flood insurance: Wilkinson-Dunn total premium \$20,425 and Selective through Gannon with a total premium of \$29,622.

Motion was made by Michael James and seconded by Douglas Rowland to accept the proposal of \$29,622 for flood insurance through Selective Insurance. Those in favor were M. James, E. Rowland, D. Rowland, and Watkins. The motion was carried.

Insurance Package

Motion was made by Douglas Rowland and seconded by Elizabeth Rowland to approve the insurance package through Gannon Associates with a total premium of \$69,020. Those in favor were M. James, E. Rowland, D. Rowland, and Watkins. The motion was carried.

Tioga County Association of Boroughs

The TCAB dinner/meeting will be held in Wellsboro on December 18, 2025 at the firemen's annex. RSVP to the borough office by December 15th.

Ambulance Association

The 2025 budget allocated \$600 for the ambulance association. \$142 was used to pay Clymer Township for workers' compensation for the ambulance association. This leaves a balance of approximately \$450 which could be donated to the association.

Motion was made by Michael James and seconded by Elizabeth Rowland to approve a \$450 donation to the Sabinsville Firemen's Ambulance Association. Those in favor were E. Rowland, D. Rowland, M. James, and Watkins. The motion was carried.

New Business

Council received a letter of resignation from council member Danielle Pierce.

Resignation

Motion was made by Elizabeth Rowland and seconded by Douglas Rowland to accept the resignation of Danielle Pierce from the council with regrets. Those in favor were E. Rowland, D. Rowland, M. James, and Watkins. The motion was carried.

Audit Proposal

Motion was made by Douglas Rowland and seconded by Elizabeth Rowland to accept the audit proposal from Kirk-Summa in the amount of \$8,300 and the resolution appointing Kirk-Summa as auditor. Those in favor were E. Rowland, D. Rowland, M. James, and Watkins. The motion was carried.

Tax Collector Wage Increase

Mr. Watkins brought up that the tax collector's rate has been 3 percent for several years with no increase. He asked council if they wished to increase it. Mayor Faun James feels that with the tax increase the tax collector should see an increase and that council should leave it as is. Council members agreed to leave the tax collector's rate as is.

Emergency Management Coordinator

Gary Bisel is the current EMC and has not attended mandatory meetings in the past two years according to the county. There are four meetings per year and 75 percent attendance is required to hold the position. It was noted that Mr. Bisel does a good job as EMC; he just didn't attend the required number of meetings. Mr. Bisel has approached Michael James about the position.

It was noted that the EMC is appointed by the Governor after appointment by the borough.

Motion was made by Douglas Rowland and seconded by Elizabeth Rowland to appoint Michael James as Emergency Management Coordinator for Westfield Borough. Those in favor were E. Rowland, D. Rowland, M. James, and Watkins. The motion was carried.

Committee Reports

Administrative Committee – nothing

Personnel Committee – nothing

Roger Watkins suggested the personnel committee formulate a plan for replacing personnel on the public works crew as they retire, etc. Mrs. Rowland suggested contacting the school's ag department about a possible trainee. Mr. James will talk with the head of the ag department, Lacy Miles.

Planning Committee

Mr. James reported on the Christmas parade which was held last Friday night, December 5th. There was lots of participation in the parade itself as well as lots of spectators. Plans for next year are already being made.

Streets Committee

Mr. Watkins said Council will look into the roof project next year. David Nudd wants a mower attachment for the mini-excavator at a cost of \$12,000.

Discussion

Mrs. Rowland is concerned about the proposed data center in Tioga County and its impact on the county. It was noted that data centers don't provide enough return to the communities, and they impact local resources significantly.

Mr. James suggested holding a pizza party for the employees during the holiday season. Mrs. McCullen said the employees had them in past years but lost interest. Mr. Watkins reminded him of the \$250 gift certificates approved at the last meeting.

The meeting was adjourned at 7:56 p.m.

Theresa McCullen
Assistant Secretary