

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
February 14, 2023
Westfield Municipal Building

COUNCIL PRESENT: Denis Landry, Constance Cummings, JeanAnn Tubbs, Roger Watkins, Kristen Zaidi, Elizabeth Rowland (telephone)

COUNCIL ABSENT: Roger McCullen

OTHERS PRESENT: James Streeter, Deb Bigley, Ed & Robin Presor, Mayor Gail Bollinger, Chief Andrew Adams, Lori Nelson

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

The visitors were addressed concerning agenda items. James Streeter commented on the vacant property ordinance – he feels council would accomplish nothing by persecuting or putting a stigma on vacant property owners. He further explained his stance and asked council to explain how this will help. He asked council to consider this ordinance carefully.

Sidewalk Grant

Kristen Zaidi explained the zoom meeting she attended with Roger Watkins and Roger McCullen about a grant for sidewalks. She noted there is some work that needs to be done to apply for the grant. Larry Foor will be coming Thursday to review the project and determine if it is in his scope of work. Roger Watkins noted what he found when walking and looking at walks.

Deb Bigley from Tioga County Planning addressed council on the PA DOT Transportation Alternative Set Aside Program (TASA). Eligible projects for sidewalks include additions, fixing them, and making them ADA compliant. It is a reimbursement program, so the funds would need to be available up front and reimbursed when done. The design part of the project would not be reimbursed. The scope of the project would need to be determined. Ms. Bigley asked what the borough would have available for intermediate funding. The grant is for \$50,000 to \$1,000,000. Roger Watkins asked the time line for reimbursement.

Ms. Bigley noted the time line for the grant process. The applications open in June with a pre-application meeting in mid-July. The pre-application would be due in August and if approved a full application due in October. Decisions would be made in January 2024. You would have 12 months to advertise and award bids. She provided a hand out of contact information and sample application.

There was discussion on the condition of sidewalks and where to prioritize. Ms. Bigley recommended the use of NTRPDC to make a transportation plan and/or assistance with the grant. She noted the advantage of having a plan.

Mayor/Chief Report

Chief Adams reported his taser quit working; it is outdated so there is no longer parts or support. He is using the spare, but that does not work well. He had an estimate of \$1600 each for the tasers and the holsters would be \$150 each. Chief Adams noted that they are needed and used; he would like at least two units. There was a discussion on what funds could be used. A question on the time line for the equipment was held.

Motion was made by JeanAnn Tubbs, seconded by Kristen Zaidi, to approve the purchase of two tasers and holsters with an approximate cost of \$4,000. Those in favor were Landry, Cummings, Tubbs, Watkins, Zaidi and Rowland. The motion carried.

Chief Adams reported that he would be taking the Explorer to Wilkes-Barre Thursday to have some equipment removed to be installed in the new vehicle. It will be 3-4 weeks before the car is ready.

Gail Bollinger requested a stipend for the cadet when attending the police academy. There was extensive discussion. Chief Adams suggested keeping the old car until December for the cadet to drive to the academy in lieu of paying mileage. This was tabled.

Minutes

Motion was made by Roger Watkins, seconded by Kristen Zaidi, to approve the minutes of the December 13, 2022; January 10, 2023; and January 24, 2023 council meetings as presented. Those in favor were Landry, Cummings, Tubbs, Watkins, Zaidi and Rowland. The motion carried.

Financial Report

Motion was made by Roger Watkins, seconded by Kristen Zaidi, to accept the financial report. Those in favor were Landry, Cummings, Rowland, Tubbs, Watkins and Zaidi. The motion carried.

Travel Trailer Ordinance

The travel trailer ordinance was presented for advertisement. Beth Rowland had several questions on the ordinance and felt some of the time lines were very restrictive. The consideration of the ordinance was tabled to the next meeting.

Vacant Property Ordinance

Denis Landry asked council if they wished to proceed with the sample vacant property ordinance provided by Kristen Zaidi. The sample ordinance was from a company who does the registry. There was discussion on the ordinance and its use. Ms. Zaidi explained that a registry of vacant properties would be made and a fee paid to the company to maintain the registry. Owners would pay a registration fee for vacant properties. The idea would be to deter people from owning property for equity purposes or just to "hang on to it". Roger Watkins discussed the need to make owners carry liability and/or fire insurance. Extensive discussion was held. This was tabled for further review.

Discussion on the burned trailer on Stevenson Street. Council wished to proceed with prosecution.

TCAB

The next TCAB meeting will be February 16 in Tioga.

The Tioga County Association of Boroughs has sent a request to change the by-laws to enable the association to hold quarterly meetings instead of monthly meetings.

Motion was made by JeanAnn Tubbs, seconded by Roger Watkins, to endorse the Tioga County Association of Boroughs request to make a change in the by-laws to allow quarterly meetings rather than monthly meetings. Those in favor were Landry, Cummings, Rowland, Tubbs, Watkins and Zaidi. The motion carried.

Flagger Training

The DPW crew needs to update their certification for flagging traffic.

Motion was made by JeanAnn Tubbs, seconded by Connie Cummings, to approve flagger training for the DPW workers at a cost of \$110 each. Those in favor were Landry, Cummings, Rowland, Tubbs, Watkins, and Zaidi. The motion carried.

Lion's Club

The Lion's Club will be doing a trash pick-up in the waterways before trout season and other spring clean ups. PA DOT is providing the bags, gloves, vests, and pick-up.

Administrative Committee – nothing at this time.

Personnel Committee – nothing.

Planning/Fire Committee – nothing

Streets/Sidewalks/Buildings Committee

Roger Watkins discussed the community room flooring. Council needs to figure out what they want for flooring, how much is to be spent and how many workers are able to work on the floor. This was tabled for further information.

Vehicle Maintenance Committee

There was discussion on the pros and cons of retaining the old police car. Kristen Zaidi had worked on a memo with Andrew Adams. Denis Landry noted this was discussed when the last car was purchased. There was talk about the cost constraints and budget issues for future purchases as well as safety issues. This was tabled.

Grants/Loans Committee

The committee will meet with Larry Foor Thursday, February 16 at 2:00 p.m. to review the sidewalks.

WWTP Update

An update memo was received from Larson Design Group.

Sewer Rehab Project – Standard Pipe Services is on site working on pipe lining.

NPDES Stormwater Permit – the permit needs to be filed at the Tioga County Courthouse. Shawn Downey asked if council wished to have the solicitor review the documents. The permit needs to be approved by council at the next meeting.

Visitors

Mr. Streeter asked questions on the Consent Order and Agreement with PA DEP. It has been satisfied.

Mr. Presor noted that the planning commission meeting this month has been cancelled. They asked if council had reviewed the plans for the Mountain Laurel expansion. There was some additional discussion on the Mountain Laurel Recovery plans. There was discussion on the sewer plant connection budget.

Connie Cummings had some questions on where ordinances are filed.

Broom

David Nudd reported that a new broom is needed. The cost is about \$1300.

Motion was made by Connie Cummings, seconded by JeanAnn Tubbs, to amend the agenda to include the purchase of a broom and to approve the purchase of a broom for the sweepster for a cost of \$1,300. Those in favor were Landry, Cummings, Rowland, Tubbs, Watkins, and Zaidi. The motion carried.

Adjournment

Motion was made by Kristen Zaidi, seconded by Beth Rowland, to adjourn the meeting.

The meeting adjourned at 8:40 p.m.

Lori Nelson
Secretary/Treasurer