

REORGANIZATIONAL MEETING OF THE WESTFIELD BOROUGH COUNCIL
January 3, 2022
Westfield Municipal Building

COUNCIL PRESENT: Lorie Card, Denis Landry, Roger McCullen, Leland (Joe) Pond, Elizabeth Rowland

COUNCIL ABSENT: Roxann Weidman

OTHERS PRESENT: Mayor Gail Bollinger, James Streeter, Theresa McCullen

The meeting was called to order at 7:00 p.m. by Mayor Gail Bollinger followed by the Pledge of Allegiance. A roll call of members found Roxann Weidman to be absent. Nominations were opened.

Officers

Roger McCullen nominated Denis Landry for President, seconded by Leland Pond. Those in favor were Lorie Card, Denis Landry, Roger McCullen, Leland Pond and Beth Rowland. The nomination carried.

Roger McCullen nominated Elizabeth Rowland for Vice-President, seconded by Lorie Card. Those in favor were Card, Landry, McCullen, Pond and Rowland. The nomination carried.

Mrs. Rowland noted that she will be gone from January through April. The meeting was turned over to President Landry.

Lorie Card nominated Roxann Weidman for Chairman Pro Tem seconded by Roger McCullen. Those in favor were Card, Landry, McCullen, Pond and Rowland. The nomination carried.

Appointments

- Vacancy Board

Motion was made by Beth Rowland, seconded by Lorie Card, to appoint Vivian Altman as the vacancy board chair. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

- Library Board

Motion was made by Beth Rowland, seconded by Roger McCullen, to appoint Gail Bollinger as the representative to the Westfield Public Library Board. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

- Tax Collection Committee

Motion was made by Beth Rowland, seconded by Lorie Card, to appoint Lori Nelson as the delegate to the Tioga Tax Collection Committee and Theresa McCullen as the alternate, and to adopt Resolution No. 2022-333 appointing the same. Those in favor were Card, Landry, Pond and Rowland. Roger McCullen abstained. The motion carried.

RESOLUTION NO. 2022-333

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 3rd day of January, 2022

- Solicitor

Motion was made by Beth Rowland, seconded by Leland Pond, to appoint Bill Stokes of Cox, Stokes and Lantz, PC as the solicitor for Westfield Borough. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

- Upper Pine Creek COG

Jim Davis was the current representative to the COG. No action was taken on appointing the representative.

- EMC

Motion was made by Beth Rowland, seconded by Roger McCullen, to nominate Gary Bisel as the Emergency Management Coordinator for Westfield Borough. Those in favor were Card, Landry, McCullen, Pond and Rowland. The nomination carried.

- Secretary/Treasurer

Motion was made by Beth Rowland, seconded by Leland Pond, to appoint Lori Nelson as the secretary/treasurer. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

- Assistant Secretary

Motion was made by Beth Rowland, seconded by Leland Pond, to appoint Theresa McCullen as assistant secretary. Those in favor were Card, Landry, Pond and Rowland. Mr. McCullen abstained. The motion carried.

- Ambulance Association

Motion was made by Beth Rowland, seconded by Leland Pond, to appoint Gail Bollinger as the representative to the Sabinsville Fireman's Ambulance Association. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

Meeting Dates

Motion was made by Roger McCullen, seconded by Leland Pond, to set the regular meeting dates as the second Tuesday of each month at 7:00 p.m. and the special meeting date as the fourth Tuesday of each month at 7:00 p.m. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

Safe Deposit Box

Motion was made by Roger McCullen and seconded by Beth Rowland to adopt Resolution No. 2022-334 allowing access to Safe Deposit Box No. 374. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

RESOLUTION NO. 2022-334

A RESOLUTION TO OPEN AND MAINTAIN A SAFE DEPOSIT BOX

BE IT RESOLVED by the Borough Council of the Borough of Westfield, Tioga County, Pennsylvania, that any one of the following named persons be authorized until further notice to have full access to Safe Deposit Box No. 374 at Northwest Bank, 100 Main Street, Westfield, Pennsylvania:

<u>Name</u>	<u>Title</u>	<u>Signature</u>
Denis Landry	President	_____
Elizabeth Rowland	Vice-President	_____
Lori Nelson	Secretary/Treasurer	_____
Theresa McCullen	Assistant Secretary	_____

Signatories

Motion was made by Beth Rowland, seconded by Lorie Card, to appoint the president, vice-president and secretary/treasurer as signatories for Westfield Borough. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

Bond Amounts

Motion was made by Roger McCullen, seconded by Beth Rowland, to retain the bond amounts at \$200,000 for signatories, \$400,000 for treasurer and \$10,000 for employees. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

Petty Cash

Motion was made by Roger McCullen, seconded by Beth Rowland, to keep the petty cash amount at \$100.00 per month. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

Depository

Motion was made by Beth Rowland, seconded by Leland Pond, to retain Northwest Bank and PLGIT as depositories for Westfield Borough. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

Pre-approved Bills

Motion was made by Beth Rowland, seconded by Lorie Card, to pre-approve bills such as utilities, payroll and expenses, commissions and bills with discounts. Those in favor were Card, Landry, McCullen, Pond and Rowland. The motion carried.

Motion was made by Roger McCullen, seconded by Leland Pond, to adjourn the meeting.

The meeting was adjourned at 7:20 p.m.

A handwritten signature in blue ink that reads "Theresa McCullen". The signature is written in a cursive, flowing style.

Theresa McCullen
Assistant Secretary