

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL

January 5, 2026

Westfield Municipal Building

COUNCIL PRESENT: Derek Eldridge, Michael James, Doug Rowland, Elizabeth Rowland, Roger Watkins, Holly Zengerle

COUNCIL ABSENT: None

OTHERS PRESENT: Mayor Faun James, Mindy Bump, Lori Nelson

The meeting was called to order at 7:18 p.m. by council president Watkins. The Pledge of Allegiance and roll call were conducted during the organizational meeting.

Larson Design Group

Shawn Downey was not in attendance but provided information on payment requests and change orders that need action.

PPI submitted pay request #8 in the amount of \$9,000 for the sewer rehab project on Church Street.

Motion was made by Holly Zengerle, seconded by Beth Rowland, to approve Pay Request #8 from PPI in the amount of \$9,000.00. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

An amendment to the CoStars Agreement with PPI has been submitted updating quantities and rehab items based on results of pre-televising. It is a cost reduction of approximately \$8,000.

Motion was made by Holly Zengerle, seconded by Doug Rowland, to approve the Amendment to the CoStars Agreement with PPI resulting in a reduction of approximately \$8,000. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

Mayor/Police Chief Report - Nothing at this time

Minutes

Motion was made by Mike James, seconded by Beth Rowland, to approve the minutes of December 9, 2025 meeting as presented. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

Finance Report

Roger Watkins reported that Hess Electric serviced the furnace as it kept going out. Some corroded wires from the flood were found and an issue with a switch.

Motion was made by Beth Rowland, seconded by Doug Rowland, to approve the financial report with additions. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

Doug Rowland and Beth Rowland reported that St. John's Episcopal Church will be making a donation to the borough. Council was grateful for the donation.

Council Vacancy

A vacancy exists on council due to the resignation of Danielle Pierce. A letter of interest has been received from Mindy Bump.

RESOLUTION NO. 2026-367 A RESOLUTION TO FILL A VACANCY ON COUNCIL

WHEREAS, a vacancy in the office of Councilmember of the Borough of Westfield, County of Tioga, Commonwealth of Pennsylvania, has occurred due to a resignation; and

WHEREAS, Section 901 (53 PC §45901) of the Borough Code provides that the Borough shall fill such vacancy by resolution within thirty (30) days by appointing a registered elector of the borough (who has also resided one year continuously prior to the date of appointment) or by the Vacancy Board within 15 days after the 30 days to hold such office until the first Monday in January after the first Municipal Election occurring more than sixty (60) days after the vacancy occurs at which election an eligible person shall be elected to the office for the remainder of the term;

WHEREAS, the next Municipal Election will be held November 2027;

NOW THEREFORE BE IT RESOLVED that Melinda Bump, a registered elector of the Borough of Westfield, is hereby appointed to the office of Councilmember of the Borough of Westfield to serve until the first Monday in January following the next municipal election.

FURTHER BE IT RESOLVED that there shall be elected at the next Municipal Election, which shall occur in November 2027, a qualified elector of the Borough of Westfield to hold such office.

RESOLVED this 5th day of January, 2026.

Motion was made by Mike James, seconded by Beth Rowland, to appoint Melinda Bump to fill the vacancy on council and to adopt the resolution to fill the vacancy. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

Meetings/Workshops

There will be a Tioga County Zoning Workshop on January 23 in Wellsboro. There was discussion on the need for zoning and the possibility of county zoning.

(Mike James left at 7:30 p.m.)

A Hazard Mitigation Kick Off Meeting will be held on January 26 at 6 p.m. in Wellsboro.

Newly Elected Official Boot Camp will hold an on-line session on March 6 & 7. The cost is \$125.

Tioga County has adopted a Data Center Ordinance. A copy is available in the office for review. There was discussion on data centers.

Administrative/Finance Committee – nothing
Personnel Committee – nothing

Fire/Planning Committee – nothingStreets, Sidewalks, Buildings Committee

Roger Watkins gave an update on the Route 349 project. The engineer, Shawn Downey, has been working with PA DOT and they have worked out a way to complete the stop valves to make them eligible for the 75/25 share in the project. Mr. Watkins felt this was accomplished with the aid of Rep. Owlett.

Vehicle/Equipment Maintenance Committee

Derek Eldridge reported that an offer was received from Jason St. Peter to purchase the old cinder spreader. The offer is \$310.

Motion was made by Holly Zengerle, seconded by Doug Rowland, to accept the offer of \$310 from Jason St. Peter for the old cinder spreader. Those in favor were Eldridge, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

Derek Eldridge asked about the walk behind mower. This needs to be advertised for sale.

Utilities Committee

Roger Watkins reported that Penelec has been repairing the street lights.

Grants/Loans Committee

Holly Zengerle announced that LSA grants have been secured for a camera system at the parks and on Main Street. Lori Nelson added that an LSA grant was also awarded for a sidewalk project. This would continue new sidewalks from Tops Market to Riverside Park. There was discussion on the condition of the wall next to the sidewalks on West Main Street and whether this would be repaired as part of the project.

Ms. Zengerle noted that she and Lori Nelson presented on the TASA grant application and added she learned a lot from watching the presentations.

Visitors – nothing

Beth Rowland asked if it is possible for council to receive a stipend or mileage for attending meetings out of town. Mileage can be submitted for trainings and meetings.

The meeting adjourned at 7:50 p.m.

Lori Nelson
Secretary/Treasurer