

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
July 13, 2021
Westfield Municipal Building

COUNCIL PRESENT: Gail Bollinger, Denis Landry, Leland Pond, Shaunta Vahey, Roxann Weidman

COUNCIL ABSENT: Roger McCullen

OTHERS PRESENT: James Streeter, Shawn Downey, Jonni Atwell, Ed & Robin Presor, Dan Moon, Joan Weidman, Renee Verbjar, Lorie Card, Dale & Kelley Niles, Kelly Stemcoski, Lori Nelson

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

Visitors

James Streeter asked about the visitor time limit and if it was the mayor's proposal. He does not feel it is a good idea.

Lorie Card asked about the bids on the reservoir property. She commented that Dick Potter and the Neal's have maintained the property for a long time and questioned why they did not have first chance at the property. It was explained that the Borough Code requires all real property to be advertised for bid.

Mayor/Chief Report

The mayor had requested that cameras be placed on the agenda. It was felt these were for the parks; this is tabled until the mayor is present to explain.

The mayor also requested council look at a time limit for visitors. Roxann Weidman would like to implement a time limit.

Motion was made by Roxann Weidman, seconded by Denis Landry, to limit visitor speaking time to five (5) minutes. Those in favor were Bollinger, Landry, Pond, Vahey, and Weidman. The motion carried.

Minutes

Motion was made by Denis Landry, seconded by Shaunta Vahey, to approve the minutes of the June 8, 2021 regular meeting and June 22, 2021 special meeting. Those in favor were Bollinger, Landry, Pond, Vahey and Weidman. The motion carried.

Financial Report

Motion was made by Denis Landry, seconded by Shaunta Vahey, to accept the financial report. Those in favor were Bollinger, Landry, Pond, Vahey, and Weidman. The motion carried.

Shawn Downey, LDG

Mr. Downey reviewed his memo with council with updates on the Church Street and Sewer Rehab projects, WWTP upgrade project progress. For the sewer rehab LDG feels the manholes can be repaired instead of replaced.

Mr. Downey discussed the budget for administration and inspection services with Larson Design Group. He reported that an Amendment to the agreement and additional budget will be needed as it was based on the original time line of completion in August 2021. Three additional months are needed with an approximate cost of \$25,000 for the first month and \$35,000 per month for the last two months. Mr. Downey presented Amendment #2 for these additional amounts. He noted it did not have to be acted on tonight. Denis Landry would like more time to review the Amendment and ask questions. Roxann Weidman questioned the deadlines.

Mr. Downey reported the contractor is two months behind schedule right now. If the contractor goes over the original contact time line, the borough may be due liquidated damages unless a valid time extension request is made.

Two applications for payment were submitted.

Motion was made by Shaunta Vahey, seconded by Roxann Weidman, to approve Application for Payment #11 from Lobar, Inc. in the amount of \$607,195.73 and Application for Payment #10 from Tra Electric in the amount of \$74,924.21. Those in favor were Bollinger, Landry, Pond, Vahey, and Weidman. The motion carried.

Real Estate Bids

Bids were opened for the properties advertised for sale. The bids were as follows:

1. Parcel B – Walnut Street	Rhonda Neal	\$6,251.00
2. Parcel A – High Street	Edward & Robin Presor	\$7,500.00
3. Parcel B – Walnut Street	Dan & Heather Moon	\$4,750.00

Motion was made by Denis Landry, seconded by Shaunta Vahey, to accept the apparent high bid of \$6,251 for the Walnut Street property of Rhonda Neal and \$7,500 for High Street from Edward & Robin Presor. Those in favor were Bollinger, Landry, Pond, Vahey and Weidman. The motion carried.

Council Vacancy

Two letters of interest were received for the vacant council seat. The letters from Carissa Grossman and Lorie Card were read by Mrs. Bollinger. Nominations were opened.

Denis Landry nominated Lorie Card to fill the council vacancy; seconded by Roxann Weidman. Voting yes were Roxann Weidman and Leland Pond. Voting no were Shaunta Vahey, Denis Landry and Gail Bollinger. The nomination failed.

Shaunta Vahey nominated Carissa Grossman, seconded by Roxann Weidman. Those voting yes were Roxann Weidman, Shaunta Vahey, Leland Pond, and Gail Bollinger. Denis Landry voted no. The nomination passed.

After the nomination for Mrs. Grossman, Denis Landry asked to change his vote for Ms. Card to a yes. After some discussion it was felt a vote could not be changed. The solicitor will be consulted on the issue and vote.

Hazard Mitigation

Hazard mitigation projects for inclusion in the county plan need to be submitted by August 2. Former projects will be brought forward.

Talk with the Senator

Senator Dush will be in Mansfield August 11 for a Talk with the Senator. If you wish to attend, reservations are needed.

Administrative Committee, Personnel Committee, Planning Committee – nothing to report

Streets, Sidewalks, Buildings Committee

Roxann Weidman reported a tree on the liquor pond property fell onto a resident's property on Mill Street. She asked if the crew could clean it up.

Vehicle Maintenance Committee, Insurance Committee - nothing to report

Utilities Committee

Denis Landry wishes to discuss the draft Consent Order from the Susquehanna River Basin Commission when it arrives. He has concerns on signing a Consent Order.

Streets, Sidewalks, Buildings Committee

Roxann Weidman reported she has talked to the organization in Wellsboro about cleaning up Main Street. They are looking into it, and they would be responsible for insurance. She asked if the borough crew could work on cutting the weeds on Main Street.

TCAB

Lori Nelson noted that Westfield hosts the Tioga County Association of Boroughs meeting in October and asked if council wished to hold it this year. Council would like to host the meeting.

Visitors

Robin Presor asked about the finger printing discussed at the last meeting. Dale Niles noted that the process has not been started as council did not take action. More discussion was held. Dale Niles asked about setting a nominal fee for non-residents when the police provide fingerprinting service.

Motion was made by Shaunta Vahey, seconded by Roxann Weidman, to have Chief Dale Niles look into finger printing services. Those in favor were Bollinger, Landry, Pond, Vahey and Weidman. The motion carried.

Motion was made by Shaunta Vahey, seconded by Roxann Weidman, to charge non-residents a fee of \$10.00 for fingerprint services. Those in favor were Bollinger, Landry, Pond, Vahey and Weidman. The motion carried.

Discussion was held on the amount to charge for fingerprinting. It was originally discussed to charge \$20.00. Mrs. Presor noted that \$20.00 may be a high fee for volunteers; she cited the church's vacation bible school as an example.

The meeting was adjourned at 7:50 p.m.

Lori Nelson
Secretary/Treasurer