

SPECIAL MEETING OF THE WESTFIELD BOROUGH COUNCIL
For General Purposes
Westfield Municipal Building
July 23, 2024

COUNCIL PRESENT: Zachary Smith, Constance Cummings, Roger Watkins, Elizabeth Rowland and Holly Zengerle

COUNCIL ABSENT: Ed Rodarmel

OTHERS PRESENT: Danielle Pierce, Michael James, Craig Emmons, Michelle Emmons, Mayor Faun James, Theresa McCullen, and Kyle Mack

The meeting was called to order at 7:03 p.m. by Council President Roger Watkins. The pledge of allegiance was said by all present. A roll call of members present was taken, and Ed Rodarmel was absent.

Visitors – Agenda Items

- **Dawson Geophysical**

The visitors were addressed about agenda items they may wish to discuss. Mr. Watkins announced that Troy Arnold from Dawson Geophysical was unable to attend the meeting (his name is on the agenda). This is in regard to seismic recording. Dawson would like the council to sign an agreement with them; however, council members have concerns about the vibrations disturbing sewer pipes. Kyle Mack pointed out that only sensors will be used in the borough and that there will be no vibrating in town.

- **ATV Ordinance**

Craig Emmons approached council about the proposed ATV ordinance. The ordinance was sent to the attorney; however, the attorney did not advertise it as there were concerns from council members about certain aspects of the ordinance. Council recently received a letter from the solicitor regarding the advertising of the ordinance and the changes council members were contemplating.

Concerns brought forward by council members were safety issues with the tires on pavement and an “overuse” of the machines (replacing daily drivers). It was brought up that owners of ATVs have to go through DCNR to register their machines, etc. and they must follow motor vehicle laws. Council would like to open up the streets from Memorial Day to Labor Day.

Motion was made by Holly Zengerle and seconded by Zachary Smith to have the attorney proceed with advertising the ATV ordinance for adoption. If the attorney won’t advertise it, the office staff is to advertise it for adoption. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion was carried.

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The ordinance will also be posted at the borough building entrance as required. Mrs. McCullen said that all boroughs are required to advertise ordinances for adoption in a newspaper (with legal section) for 30 days prior to adoption.

During the discussion Zachary Smith announced that due to life changes and a move out of the borough he will be unable to serve on the council, and he will be resigning. It was noted that Ed Rodarmel is also leaving council due to moving away.

Minutes

Motion was made by Elizabeth Rowland and seconded by Constance Cummings to approve the minutes of the June 25, 2024 meeting as presented. Those in favor were Rowland, Smith, Zengerle, Cummings, and Watkins. The motion was carried.

Financial Report

Motion was made by Zachary Smith and seconded by Holly Zengerle to approve the financial report as presented and approve payment of the bills. Those in favor were Smith, Zengerle, Cummings, Rowland, and Watkins. The motion was carried.

Old Business

- **Dawson Geophysical**

There was further discussion about the seismic activity in the area. All of the explosives have been moved outside of the borough, and sensors will be the only devices in the borough. Mr. Watkins said the foreman is concerned about old sewer lines being affected. Dawson is unwilling to provide a performance bond. Holly Zengerle noted that the council should agree to the sensors. Council members noted that they have voted no to the activity twice.

New Business

Council Vacancy

Roger McCullen's vacant position on council needs to be filled by July 25th. Mr. Watkins has asked Ed Presor if he would be interested, but he has not come forward.

Danielle Pierce said she would be willing to serve on the council.

Motion was made by Zachary Smith and seconded by Holly Zengerle to appoint Danielle Pierce to the vacant position on council left by Roger McCullen. Those in favor were Zengerle, Cummings, Rowland, Smith and Watkins. The motion was carried.

Tioga County ROP

The Tioga County Response Operations Plan needs to be adopted by September 30, 2024 if council agrees. This would supersede the EOP on file. Mr. Smith believes that the reason the borough's was not updated in many years is because the borough adopted the county's plan.

Ms. Cummings would like to review the entire ROP from the county to see if it aligns with the emergency operations plan on file at the borough office.

A decision on the ROP has been tabled until the August, 2024 meeting.

Committees

- Administrative & Finance Committee

Mr. Smith talked about moving the ARPA funds, and it must be done before the end of this year. Lori Nelson will update council on the ARPA funds at the next meeting.

Ms. Cummings asked if a complaint form is ready for use. Mr. Smith reported that it is pending.

Mr. Smith noted the need for his committee (Smith, Rowland, and Cummings) to meet soon.

- Personnel Committee

The police and DPW contracts now read the same in the section regarding payout of sick time, etc., upon resignation or retirement.

Donald Wescott is back to work in the public works department. Mr. Watkins stressed that council needs to decide what to do about the part-time temporary worker. The foreman would like to keep him on longer for mowing.

Mr. Watkins said council needs to discuss the possibility of hiring someone to train for the future.

The part-time temporary worker will be tabled until next month's meeting.

- Planning/Fire Committee

There has been no movement on the Schiffty's RV Park project. Council needs to follow up with the solicitor regarding the designation of the street.

- Route 349

Council needs to approve the handicap curbing on State Route 349.

Motion was made by Zachary Smith and seconded by Elizabeth Rowland to approve handicap curbing on State Route 349 in connection with PennDOT’s paving project in 2025. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion was carried.

Five locations need to be chosen. Mr. Smith suggested asking for Andrew Adams’ recommendations.

- Utilities Committee – nothing
- Vehicle Maintenance – nothing
- Grants & Loans

Mrs. Zengerle reported on research she has been doing looking for grants. She has been learning a lot about the process, and for most funding the borough would have to be almost “shovel ready” to be considered.

Mayor’s Report

Faun James brought up that the Westfield Initiative has contributed to the Christmas parade. The local ATV club would like to sponsor a poker run to benefit the Christmas parade, to revive Westfield Days and assist other non-profits. Danielle Pierce said Electri-Cord usually donates to community events. Mrs. Zengerle suggested asking Mountain Laurel Recovery Center for donations.

Planning Committee

Ms. Cummings brought up the dangerous buildings ordinance needs to be revisited.

Resolution

Mrs. McCullen brought up that a resolution needs to be adopted to appoint Danielle to the council.

RESOLUTION NO. 2024-352

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

WHEREAS, Section 901 (53PS §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 and eligible person shall be elected to the office for the remainder of the term;

WHEREAS, the next Municipal Election will be held in November, 2025;

NOW, THEREFORE BE IT RESOLVED that Danielle Pierce, a registered elector of the Borough of Westfield, Tioga County, Pennsylvania, is hereby appointed to the office of council member 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, 2025, a qualified elector of the Borough of Westfield to hold such office.

Motion was made by Zachary Smith and seconded by Holly Zengerle to adopt Resolution No. 2024-352 as presented. Those in favor were Rowland, Smith, Cummings, Zengerle and Watkins. The motion was carried.

The meeting was adjourned at 8:23 p.m.



Theresa McCullen
Assistant Secretary