

SPECIAL MEETING OF THE WESTFIELD BOROUGH COUNCIL  
For General Business Purposes  
June 25, 2024  
Westfield Municipal Building

COUNCIL PRESENT: Constance Cummings, Zachary Smith, Roger Watkins, Holly Zengerle, Elizabeth Rowland (telephone)

COUNCIL ABSENT: Edward Rodarmel, Roger McCullen

OTHERS PRESENT: James Streeter, Craig & Michelle Emmons, Faun James, Officer Kyle Mack, Lori Nelson

The meeting was called to order at 7:00 p.m. by council president Roger Watkins, followed by the Pledge of Allegiance. A roll call of members found Ed Rodarmel and Roger McCullen to be absent. The visitors were addressed but did not have anything at this time.

Police/Mayor Report – nothing at this time.

Holly Zengerle reported the police were called to Mountain Laurel Recovery last weekend. The issue was taken care of quickly.

Minutes

Motion was made by Zach Smith, seconded by Holly Zengerle, to approve the minutes of the May 14, 2024 regular meeting and the May 28, 2024 special meeting as presented. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

Financial Report

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

- Old Business

ATV Request

A sample ordinance for ATV use on streets was received from the solicitor. There was much discussion on the issue. One of the biggest problems are the state routes in the borough as PA DOT has not opened its roads to ATV use. There are only two state roads in Tioga County currently allowing ATV use. Craig Emmons asked if the borough roads could be opened. Further discussion was held.

Motion was made by Holly Zengerle, seconded by Zachary Smith, to approve for advertisement the ordinance allowing ATV use on all streets in the borough, limited to Memorial Day to Labor Day during daylight hours. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion carried.

Zachary Smith noted he would go along with it if there were limits on it – he would like to see Memorial Day to Labor Day, daylight hours. Mr. Smith has talked with other boroughs that are having problems so he would do this on a trial basis.

During discussion of the motion, Beth Rowland noted she doesn't see how the borough streets can be used without the state roads being opened. Craig Emmons questioned the time frame as ATV's are used during deer season.

#### Dawson Geophysical Permit

Roger Watkins reported that he and Holly Zengerle met with the representative from Dawson. A map and pictures were provided. They are proposing only listeners in the borough. Extensive discussion was held, but council agreed not to change the previous motion to not approve the permit.

- New Business

#### Resignation

A resignation has been received from council member Roger McCullen.

Motion was made by Zachary Smith, seconded by Connie Cummings, to accept the resignation of council member Roger McCullen. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion carried.

Beth Rowland noted that it is possible to reduce the number of council members.

#### Appointments

With the passing of Mayor Gail Bollinger, several appointments are open.

Motion was made by Zachary Smith, seconded by Holly Zengerle, to appoint Elizabeth Rowland as the representative to the Westfield Public Library. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion carried.

Holly Zengerle had previously been appointed the alternate representative to the Sabinsville Fireman's Ambulance Association, with Gail Bollinger being the primary.

Motion was made by Holly Zengerle, seconded by Zachary Smith, to appoint Roger Watkins as the alternate representative to the Sabinsville Fireman's Ambulance Association with Holly Zengerle moving up to primary representative. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion carried.

#### Secretary Training

A Municipal Secretary Training will be held in Wellsboro in September for a cost of \$125 each. Theresa McCullen and Lori Nelson would like to attend.

Motion was made by Zachary Smith, seconded by Beth Rowland, to allow Theresa McCullen and Lori Nelson to attend the secretary training in September at a cost of \$125 each. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion carried.

Lori Nelson requested to attend the PAMA conference. The conference cost is \$375 plus hotel and travel.

Motion was made by Elizabeth Rowland, seconded by Zachary Smith, to approve attendance at the Pennsylvania Association of Municipal Administrators Conference in August for Lori Nelson. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion carried.

- **New Business**

Roger Watkins reported the vacuum for the office quit. A new Electrolux is \$899. It will cost \$350 to rebuild the motor on the old one. Council agreed to look for a less expensive option.

#### Administrative/Finance Committee

Zach Smith reported the committee met this afternoon. They discussed upcoming projects and how to fund them. He noted the ARPA funds will be used toward engineering costs of the sewer rehab projects, with the remainder to be put toward the Route 349 project. He added the Act 13 monies can be used toward the 80/20 match on the Route 349 drainage and sidewalk ramp project. There will be upcoming motions for these funds.

Personnel Committee – no updates at this time. They are still waiting to complete the union contract. Zachary Smith noted that he felt council did their part; it is the union.

Planning Committee – nothing

#### Streets/Sidewalks/Buildings Committee

Roger Watkins reported he sent an email with pictures to the PA DOT project leader on the Route 349 project concerning the need for handicap sidewalks in the alley way. He stated this was a private drive and the borough was not funding the sidewalk ramp. It has been taken off the list and would be a driveway access.

The paving has been completed by HRI. Roger Watkins reported on a couple possible complaints on Walnut Street. The office will check to see if they were resolved.

#### Vehicle/Equipment Maintenance Committee

Connie Cummings reported prices for tires for the Tahoe police vehicle were obtained. Kyle Mack noted it is state bid pricing.

Motion was made by Holly Zengerle, seconded by Connie Cummings, to approve the purchase of four (4) tires for the Tahoe Police Vehicle at a cost of \$214.64 each. Those in favor were Cummings, Rowland, Smith, Zengerle and Watkins. The motion carried.

#### Utilities Committee

Nothing at this time. Roger Watkins did report on an electric meter box on Main Street in front of Schoonover's that has been broken for some time.

There was discussion on upgrading to LED street lights.

Grants/Loans Committee

Holly Zengerle reported she attended a grant workshop sponsored by the NTRPDC. There was a lot of good information. She noted they are going to work on sidewalk grants again.

Visitors

Craig Emmons thanked council for moving forward with the ATV request.

James Streeter suggested council cooperate with the gas people and accept the slight risk.

There was discussion on recycling. It was the Northern Tier Solid Waste Authority that stopped the curbside pickup of recycling. The borough purchased the fencing and pays an employee to man the recycling drop off station.

Faun James asked about adding garbage to the water bills.

The meeting was adjourned at 8:05 p.m.

Lori Nelson  
Secretary/Training