

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL

March 14, 2023

Westfield Municipal Building

COUNCIL PRESENT: Denis Landry, Constance Cummings, Roger Watkins, Kristen Zaidi, JeanAnn Tubbs, Roger McCullen, and Elizabeth Rowland (by phone)

OTHERS PRESENT: Shawn Downey of Larson Design Group, Marc Rice (Tioga County Commissioner candidate), Police Chief Andrew Adams, Mayor Gail Bollinger, James Streeter, Ed and Robin Presor, and Theresa McCullen

The meeting was called to order at 7:00 p.m. by Council President Denis Landry. The pledge of allegiance was said. A roll call of members present was taken. All members were present except Elizabeth Rowland who participated in the meeting by telephone.

Visitors – Agenda Items

- Mountain Laurel Recovery Center

James Streeter asked that the Council give fair consideration to the Mountain Laurel Recovery Center for sewer connections to their proposed addition. He discussed his ideas as to why the sewer system should be able to handle the extra load comparing it with the time that the facility had a large leak in the past. Mr. McCullen pointed out that there is a difference between a water leak going down the drain and treating sewage that contains solids, paper, etc.

Mrs. McCullen explained that DEP still has not lifted the moratorium on extra connections even though the new plant is up and running. Shawn Downey said he will check into this because he feels the COA has been satisfied, and the connection ban should be lifted. There was a discussion on flows, etc. Mr. Landry asked Mr. Downey to look into the plans from MLRC and all information on existing lines, flows, etc. A copy of the Borough's tap-in fee ordinance will be sent to Mr. Downey as well as any other information he needs.

- Sewer Rehab Project

Mr. Downey gave an update on the sewer rehab project. The company is making progress with Project 1. Kristen Zaidi brought up a problem with the company blocking off traffic with no flaggers. Mr. Downey will speak with the contractor.

- WWTP Upgrade

Mr. Downey briefed Council on some remaining items that need to be taken care of before the project is closed out: spare pumps, extended warranty, SCADA maintenance contract, phone line for fire alarm as required by NFPA, and SCADA programming review.

There is a final payment to Tra Electric in the amount of \$56,502.01 that needs to be approved contingent upon receipt of the as-built drawings.

Motion was made by Roger Watkins and seconded by Kristen Zaidi to approve Final Payment Application #23 for Tra Electric in the amount of \$56,502.01 contingent upon receipt of the as-built drawings. Those in favor were Cummings, McCullen, Rowland, Tubbs, Watkins, Zaidi, and Landry. The motion was carried.

Mr. Landry asked Mr. Downey to attend the special meeting scheduled for March 28.

- Marc Rice, Tioga County Commissioner Candidate

Marc Rice introduced himself as a candidate for Tioga County commissioner. He gave Council a background on himself and outlined some of the things he would like to address if elected.

Mayor/Police Chief Report

Mayor Gail Bollinger announced that the department has received a police retention grant in the amount of \$14,800. Part of the grant can be used for tuition for a cadet and part is a bonus for Police Chief Andrew Adams.

Mr. Adams announced that the new police vehicle will be ready soon, and he anticipates picking it up next week.

Solicitor Report

There was nothing from the solicitor.

Minutes

Motion was made by Kristen Zaidi and seconded by JeanAnn Tubbs to approve the minutes of the February 14, 2023 meeting. All were in favor; the motion was carried.

Financial Report

Motion was made by Constance Cummings and seconded by Roger McCullen to approve the financial report as presented. All were in favor; the motion was carried.

Old Business

- Online Bill Paying

The office staff is reviewing three quotes for online bill-paying and card readers for the office: Muni-Pay, Clover (through Northwest Bank) and ENetPay. Mrs. McCullen noted that they are leaning toward Muni-Pay as it is the least cost to the customers.

Committees

- Administrative – nothing
- Personnel – executive session at the end of the meeting to discuss DPW wages
- Planning

Motion was made by Roger Watkins and seconded by Kristen Zaidi to authorize the Borough solicitor to move forward with the district justice filings regarding the burned trailer at 101 Stevenson St. Those in favor were McCullen, Rowland, Tubbs, Watkins, Zaidi, Cummings, and Landry. The motion was carried.

The status of the travel trailer ordinance is unknown and will be tabled until the next meeting.

Motion was made by Roger Watkins and seconded by JeanAnn Tubbs to hold clean up day on June 3, 2023. All were in favor; the motion was carried.

- Streets

The committee has been examining the sidewalks in town for the sidewalk project. Mr. Streeter commented that the Borough ordinance calls for 5 feet wide sidewalks. Mr. Watkins said many sidewalks would have to undergo major construction to comply with that. During the discussion Gail Bollinger looked up the ordinance, and there is wording in the ordinance allowing the Council to use discretion with sidewalk widths.

The community room floor is tabled again.

- Vehicle Maintenance

Motion was made by Constance Cummings and seconded by JeanAnn Tubbs to approve purchase of a hydraulic cylinder for the snow plow in the amount of \$257 with the public works employees to do the installation. Those in favor were Tubbs, Watkins, Zaidi, Cummings, McCullen, Rowland, and Landry. The motion was carried.

Mr. Landry brought up the topic of whether to sell or keep the old police vehicle. Mr. McCullen said he was of the understanding that council had agreed in a meeting to sell the old vehicle to help offset the cost of the new one. He remembers that the Borough was able to go with a more expensive vehicle because the old one was going to be sold and there is a grant this time.

There was discussion about using the second vehicle for backup and possibly sending a cadet to the police academy with the car. Mr. McCullen reminded Council they are already agreeing to pay their tuition to the academy. This will be tabled until the next meeting in two weeks.

- Utilities Committee

Mr. McCullen said everything has already been discussed.

- Grants & Loans

Mrs. Zaidi said the Borough has been awarded a \$2,500 grant through Keep America Beautiful for cigarette butt receptacles. The butts will be recycled.

Trainings

Motion was made by Constance Cummings and seconded by Roger Watkins to approve HazMat training for the DPW to be held at the Crary Hose Co. in the near future. Those in favor were Watkins, Zaidi, Cummings, McCullen, Rowland, Tubbs, and Landry. The motion was carried.

Executive Session

An executive session was called at 8:35 p.m. for personnel reasons. The meeting was reconvened at 8:48 p.m.

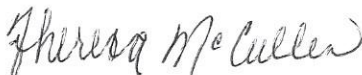
Mr. Landry brought up that there were errors in the DPW union contract with regard to David Nudd and Don Wescott's wages and positions. According to the committee the following changes should be made:

David Nudd	old rate \$21.30 new rate \$22.75
Don Wescott	old rate \$17.50 new rate \$19.00

Motion was made by JeanAnn Tubbs and seconded by Roger Watkins to amend the DPW union contract and pay David Nudd \$22.75/hr. and Don Wescott \$19.00/hr. Those in favor were Cummings, Rowland, Tubbs, Watkins, and Landry. McCullen and Zaidi abstained. The motion was carried.

Motion to adjourn was made by Roger McCullen. All were in favor; the motion was carried.

The meeting was adjourned at 8:52 p.m.


Theresa McCullen
Assistant Secretary