

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL  
March 8, 2022  
Westfield Municipal Building

COUNCIL PRESENT: Wayne Boka, Lorie Card, Denis Landry, Roger McCullen, Leland (Joe) Pond, Beth Rowland (telephone)

COUNCIL ABSENT: Roxann Weidman

OTHERS PRESENT: Mayor Gail Bollinger, James Streeter, Shawn Downey (LDG), Donna LeSchander (Tioga Publishing), Lori Nelson

The meeting was called to order at 7:00 p.m. by council president Denis Landry followed by the Pledge of Allegiance. A roll call of members found Roxann Weidman to be absent. Denis Landry noted that Ms. Weidman is in the hospital.

Larson Design Group

Shawn Downey gave an update on the projects. No update on the SR349 project. The Notice to Proceed for Sewer Rehab Project No. 1 was approved at the last meeting to begin April 1.

The WWTP upgrade project general contractor has some punch list items to complete. Some of the major items are the lab case work and the SCADA panel. Some items are backordered. The plant is up and running. The SCADA panel is needed for central control but the components are running independently now. April 23 is the estimated final completion date, but may be later due to these items. There are no budget concerns at this time as the inspector is only on site a couple times a week.

- Applications for Payment

Mr. Downey explained that since Lobar has reached substantial completion a portion of the retainage was released. Mr. Landry had some questions on the control panel. Tra Electric has not reached substantial completion.

Motion was made by Roger McCullen, seconded by Joe Pond, to approve applications for payment #19 for Lobar Inc. in the amount of \$273,589.47 and Tra Electric #18 in the amount of \$16,707.61. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

- Substantial Completion

An inspection for substantial completion for Lobar was conducted on February 1, 2022 and a Punch list created.

Motion was made by Lorie Card, seconded by Joe Pond, to approve the Certificate of Substantial Completion for Lobar Inc. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

- Fencing

Shawn Downey reported that a portion of site fence at the plant was replaced as part of the project for the stormwater basin. However, another portion of fence and gate were found to be in poor condition. After talking with Dave Nudd, Shawn Downey recommended replacing this portion of fencing. The cost is \$18,758.38. A change order to replace this fence was submitted.

Motion was made by Lorie Card, seconded by Roger McCullen, to approve Change Order #8 to replace a portion of fencing and vehicle gate in the amount of \$18,758.38. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

- Digester Covers

Freezing issues in the digesters were experienced in January and February. The engineers are looking at options to cover the digesters during cold months to prevent future freezing issues. Mr. Downey is suggesting to purchase these outside Lobar's contract through a Costars vendor. They will still be covered under the project and PennVest funding. He will have more information at the next meeting.

Visitor Comments on Agenda - none

Police/Mayor Report – none

Minutes

Motion was made by Lorie Card, seconded by Joe Pond, to approve the minutes of the February 22, 2022 meeting as presented. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

Financial Report

Motion was made by Roger McCullen, seconded by Wayne Boka, to approve the financial report. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

Clean Up Day

NTSWA has May 21 available for Cleanup Day.

Motion was made by Lorie Card, seconded by Roger McCullen, to hold Clean Up Day on May 21, 2022. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

Forestry Request

A request from the Dept. of Forestry has been received to meet with council about a pilot ATV program. They would like to tie in from the California Road to Sabinsville and the Tioga State Forest using borough roads. Denis Landry asked if council wished to talk with the forestry department or keep the no ATV's policy. There was discussion on the enforcement and how to open some streets and not others. This was tabled for more information. Wayne Boka will contact the representative and possibly set up a zoom meeting with Beth Rowland.

Administrative Committee

Denis Landry announced the audit has been completed and is available in the office.

Personnel/Negotiations Committee

Lorie Card has a call in to the solicitor on some issues.

Planning Committee

Lorie Card reached out to the Tioga County Planning Commission for ideas or information on grants/loans to look at houses and how to deal with landlords.

Streets, Sidewalks, Buildings Committee

Denis Landry noted that the buildings committee is to meet with the fire company concerning the overhead doors. No update at this time.

Vehicle Maintenance Committee

There was discussion on the sale of the old dumptruck. The last truck was advertised on MuniBid as well as the newspaper.

Motion was made by Roger McCullen, seconded by Joe Pond, to advertise the 2012 GMC dumptruck for sale. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

Utilities Committee

Roger McCullen reported that Greg Walker has requested water/sewer service to a lot on Stone Quarry Road. Mr. McCullen is unsure if this can be done but will call and talk with him.

An update on billing the churches was given. Theresa McCullen called neighboring communities and most charge the churches. Some discussion was held.

Motion was made by Lorie Card, seconded by Wayne Boka, to charge churches for water and sewer services. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The motion carried.

Lorie Card amended her motion to charge churches for water and sewer service beginning June 1, 2022. Seconded by Wayne Boka. Those in favor were Boka, Card, Landry, McCullen, Pond and Rowland. The amendment carried.

It was noted that letters should be sent to the churches notifying them of the change. Meters will be needed in some of the churches.

Grants & Loans Committee

Wayne Boka reported he now has list of grants and loans.

Visitors

The visitors were addressed but did not have anything.

Lorie Card noted that the next meeting may be live video.

Executive Session

An executive session for personnel/contract will be held after adjournment.

Motion was made by Joe Pond to adjourn the meeting. Seconded by Lorie Card.

The meeting adjourned at 7:37 p.m.

Lori Nelson  
Secretary/Treasurer