

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL  
May 13, 2025  
Westfield Municipal Building

COUNCIL PRESENT: Roger Watkins, Michael James, Doug Rowland, Elizabeth Rowland, Holly Zengerle, Derek Eldridge (telephone)

COUNCIL ABSENT: Danielle Pierce

OTHERS PRESENT: James Streeter, David Nudd, Craig Emmons, Ed & Robin Presor, Officer Kyle Mack, Terry Patterson, Mayor Faun James, Lori Nelson

The meeting was called to order at 7:00 p.m. by council president Roger Watkins. The Pledge of Allegiance was given. A roll call of members found Danielle Pierce to be absent. The visitors were addressed.

Craig Emmons commented that the new chain link fence on the retaining wall looks nice.

#### Mayor Report

Mayor Faun James reported that the Memorial Day Parade will be Monday, May 26, at 9 a.m.

Mayor James brought up town wide yard sales which are usually the first weekend in June which is June 7. June 7 is also clean up day and graduation. After discussion, it was decided to hold town wide yard sales on June 7.

Mayor James reported on Gratitude Day which is June 3. The high school is looking for projects for the students. Mayor James gave a list of items including painting, planting flowers, and spreading mulch at the parks as well as painting fire hydrants. The school would like to clean some flood debris from the river banks as well. It is school sponsored and chaperones will be on site. Let the Mayor know if there are any other projects.

Mayor James attended a meeting for "Ash Bash" sponsored by Schiffty's Bar. It will be held on July 12 with all proceeds to benefit the new training center for the fire company and will be held at the former tanner site. They are looking for vendors and volunteers.

Chief Adams and Officer Mack attended a fire investigation training for first responders on April 26-27. Officer Mack gave a brief description of the class.

#### Solicitor Report

There was no report from the solicitor. Roger Watkins reported that the solicitor is waiting for the completion of the 2024 budget to pursue increasing township sewer rates.

#### Minutes

Motion was made by Doug Rowland, seconded by Beth Rowland, to approve the minutes of the April 8, 2025 regular meeting. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

### Financial Report

Motion was made by Beth Rowland, seconded by Doug Rowland, to accept the financial reports for April and May 2025 and to pay the bills. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

### Old Business

- Sell Equipment

Council has discussed selling equipment that is no longer used. These items include the flood damaged roller, walk-behind John Deere mower and old cinder spreader.

Motion was made by Holly Zengerle, seconded by Mike James, to adopt Resolution 2025-361 to authorize the sale of equipment including a Rosco roller, John Deere walk behind mower and cinder spreader. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

RESOLUTION NO. 2025-361  
A RESOLUTION OF THE BOROUGH OF WESTFIELD,  
TIOGA COUNTY, PENNSYLVANIA, TO SELL EQUIPMENT  
TO THE HIGHEST BIDDER IN ACCORDANCE WITH SECTION  
1201.2 OF THE PENNSYLVANIA BOROUGH CODE

WHEREAS, Westfield Borough owns a 2013 John Deere walk behind mower purchased in September 2013, cinder spreader and a Rosco Vibrastat II roller;

WHEREAS, there are no outstanding loans or other debt on this equipment;

WHEREAS, the Borough has determined the equipment is no longer needed and is in the best interest of the Borough to sell said equipment;

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Westfield, Tioga County, Pennsylvania, that the Borough shall be authorized to sell the 2013 John Deere mower, cinder spreader, and Rosco roller in accordance with Section 1201.2 of the Pennsylvania Borough Code. Any bid deemed unreasonable or below fair market value shall be rejected.

IT IS FURTHER RESOLVED that payment shall be made in full at the time of sale and the equipment is sold as-is, no warranties.

- Potter-Tioga Visitor Bureau

Roger Watkins reported on a discussion with Paul Zelenka, a boardmember for the visitor bureau. Terry Patterson elaborated on the issue. Council agreed to table this issue.

### New Business

- Municipal Building Project

Change Order #2 for the municipal building floor project was presented. This was for replacing deteriorated framing in the community room in the amount of \$1,833.00.

Motion was made by Beth Rowland, seconded by Doug Rowland, to approve the change order for J.S. General Contracting Inc. in the amount of \$1,833.00 for replacing deteriorated framing. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

J.S. General Contracting presented Payment Application #2 in the amount of \$50,500.40. This is the final payment request for the project.

Motion was made by Holly Zengerle, seconded by Beth Rowland, to approve payment application #2 in the amount of \$50,500.40 for J.S. General Contracting. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

- Develop Tioga Membership

Motion was made by Holly Zengerle, seconded by Doug Rowland, to retain membership in Develop Tioga at \$500.00. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

- Riverside Park Toys

The EZ Digger toys were damaged in the flood. An estimate to replace one standard and one accessible toy was obtained.

Motion was made by Holly Zengerle, seconded by Beth Rowland, to approve the purchase of one standard and one accessible EZ Digger from Ely Associates in the amount of \$3,686.00. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

Administrative/Finance Committee – nothing

Personnel Committee

Shahid Zaidi had passed the certification tests and received his sewer license, effective April 9, 2025.

Motion was made by Beth Rowland, seconded by Mike James, to approve Shahid Zaidi's promotion to Operator 2 effective April 9, 2025. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

The DPW workers would like to attend two trainings – First Aid/CPR Refresher in Coudersport on May 22 at a cost of \$100 each and Distribution Components in Knoxville on June 17 at a cost of \$135 each.

Motion was made by Beth Rowland, seconded by Doug Rowland, to approve training classes listed above for DPW workers David Nudd, Donald Wescott, and Shahid Zaidi. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Wescott. The motion carried.

Lori Nelson has requested to attend the Penna. Association of Municipal Administrators Conference in August. The conference cost has not been released yet but is usually \$300-350 plus housing.

Motion was made by Mike James, seconded by Holly Zengerle, to approve attendance for Lori Nelson to the PAMA Conference in August. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

### Planning/Fire Committee

Mike James explained that the school would like to paint the fire hydrants. There are quite a few that were never painted when this was done previously. David Nudd will provide a list of the hydrants that need to be painted.

Motion was made by Mike James, seconded by Holly Zengerle, to furnish paint for the fire hydrants. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

Mike James and Holly Zengerle attended a meeting concerning UTV/ATV traffic. Holly Zengerle reported on the meeting. The Northcentral Regional ATV Trail (NRAT) and Tioga County proposed to open Route 49 so that riders had access to gas and food. PA DOT originally proposed opening Route 49 so that Tops Markets could be used for gasoline. Holly Zengerle and Mike James explained to them that this was a very congested area. An alternate route from Corner Hardware to the Kwikfill was proposed. But the agreement states that signed streets should be used in lieu of Route 49 whenever possible.

Holly Zengerle further explained the plan is for Mill Street and High Street to be the main access to ATV/UTV trails. Signs for the streets are forthcoming. DCNR will provide funding per mile for dust control. Further discussion was held.

Motion was made by Holly Zengerle, seconded by Mike James, to support the NRAT and PA DOT request to open Route 49 from the Corner Hardware to Kwikfill. Those in favor were Eldridge, James, E. Rowland, Watkins and Zengerle. Doug Rowland voted no. The motion carried.

### Streets, Sidewalks, Buildings Committee

- Streets

Roger Watkins reported that High Street has some damage near the reservoir from heavy truck traffic. The PA DOT representative will be here Thursday to review the streets. He will look at High Street and put together an estimate. Dave Nudd reported DT Midstream will repair it and follow PA DOT recommendations.

- Roof

Roger Watkins discussed the recent leaks in the roof and what was found. The main roof and the rubber roof over 439 E. Main are in need of repair and replacement. Discussion on the roof was held.

Motion was made by Mike James, seconded by Holly Zengerle, to advertise for bid replacement of the roof with steel on the whole building. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

### Vehicle/Equipment Committee

Derek Eldridge noted he would like to look into funding for a mini excavator. Holly Zengerle noted that Act 13 monies could be used. Lori Nelson added that council has committed about

\$75,000 of that money to the Route 349 project and some will need to be used for the roofing project.

David Nudd stated he tried two machines. He didn't think the JCB was quite big enough. The John Deere did an excellent job. Further discussion was held.

Motion was made by Holly Zengerle, seconded by Doug Rowland, to invest in machinery and purchase the mini excavator that David Nudd feels would best do what he needs. Those in favor were Eldridge, James, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

#### Utilities Committee

The CoStream alarm system for the water reservoir was discussed. Roger Watkins noted he did not like the long term maintenance agreement required for the system. Dave Nudd noted the company would come talk with council and may have another option. After some discussion, council agreed to have CoStream come to explain the system and to look for other options.

#### Visitors

Mr. Presor approached council about the sluice near their property that is in bad shape. He noted they are still unsure of ownership. They feel it went with the reservoir property.

Mr. Presor also noted there are old dead ash trees on the right of way of the old reservoir lot. He has had a tree cutter look at them but he won't cut in the right of way. Mr. Presor is not sure what to do or who is responsible.

Faun James thanked David Nudd and the crew for fixing the hole on Mill Street. Dave Nudd added he felt the damage to the sluice was flood-related but just took this long to surface. It will need to be replaced eventually.

There was a discussion on cleaning the ditch and sluices on Mill Street.

Dave Nudd asked about the possibility of a part-time worker for the summer. With the weather they are already behind on some work. The union will be consulted on this issue.

The meeting adjourned at 8:20 p.m.

Lori Nelson  
Secretary/Treasurer