

.REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
May 14, 2024
Westfield Municipal Building

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

COUNCIL ABSENT: Roger McCullen, Ed Rodarmel

OTHERS PRESENT: Mayor Faun James, James Streeter, Shawn Downey, Bob Zengerle, Craig & Michelle Emmons, David Nudd, Junior McCoy, Chief Andrew Adams, 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 Roger McCullen and Ed Rodarmel to be absent. The visitors were addressed.

Visitors

Shawn Downey with Larson Design Group addressed council on several issues.

- PennVest Funding Offer

A funding offer has been received from PennVest in the amount of \$1,359,500 with \$957,846 being grant funds and the remaining \$401,654 loan for the Church Street sewer project. Mr. Downey noted that the original project involved pipe bursting. However, LDG has found a contractor that can do pipe lining of 6” pipes. This would be a lower cost than pipe bursting. With lining they can use CoStars which will also lower engineering costs. He feels the project could be done with just grant funds. The borough was 100% grant eligible but there were not enough grant monies in this round to fund the entire project. It is the intent of LDG to switch to “cured in place pipe” rather than pipe bursting to reduce the cost. He will update the budget. Pipe lining will not cure sags in the line and will not increase the size of the line. It will include lateral lining with clean outs. There was discussion on the volume and design of the pipe.

Manhole rehabilitation will also be done. This most likely will involve two contracts as the pipe lining company does not do manholes.

- CDBG Projects

Shawn Downey discussed the CDBG monies the borough is receiving – 2022 and 2023 applications. He suggests doing these as two projects. CoStars can be used if a project is less than \$250,000. The borough will need to pick out sections to do for each project.

The LSA grant awards will be made in the fall or winter.

A motion to approve the agreement is needed if council wishes to move forward with the Church Street project.

Motion was made by Connie Cummings, seconded by Zach Smith, to approve the Larson Design Group Agreement for Services for the Church Street Rehabilitation Project in the amount of

\$97,000. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

- Dawson Geophysical

Junior McCoy asked council if they wished to execute the permits for seismic testing. He noted that if the properties are under lease Seneca would have the legal right to do the testing. The borough may not see the results if the permits are not signed. There was some discussion on ownership of the properties and which are leased.

Council will research the leased properties and sign those that are leased. Some may belong to the Westfield Borough Authority. Further discussion was held.

- James Streeter

Mr. Streeter noted that Westfield has benefitted from the gas company and should do what we can to help them.

Mr. Streeter approached council about the dangerous building ordinance being proposed. He handed council copies of the unsafe property ordinance he feels is in place and could be used. Connie Cummings reported she will be taking a class on unsafe properties on Thursday and will give a report.

Mayor/Police Report

Chief Adams reported they have been busy. The Tahoe will need tires. He will have quotes from CoStars for the next meeting.

Minutes

Motion was made by Zachary Smith, seconded by Beth Rowland, to approve the minutes of the April 9, 2024 regular meeting and the April 30, 2024 special meeting as presented. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

PA DOT Route 349 Project

PA DOT met with council prior to the meeting to give an update on the Route 349 project.

Finance Report

Motion was made by Zachary Smith, seconded by Connie Cummings, to approve the financial report and pay expenses. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

NIMS Training

Tioga County will be holding a NIMS training for municipal officials on July 9. Connie Cummings pointed out that this is council meeting night, and it is offered on line. In order to receive disaster funding municipal officials are required to have NIMS training.

Memorial Day Parade

Motion was made by Beth Rowland, seconded by Holly Zengerle, to approve the Memorial Day Parade sponsored by Crary Hose Company to be held Monday, May 27, 2024 at 9:00 a.m. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

Memorial

A memorial service will be held for Gail Bollinger on May 25, 2024 at 2:00 p.m.

Council noted that they would like to move forward with the Sama Drive street extension. A draft ordinance will be drawn up.

Committee Reports

- Administrative Committee - No updates. They will have a survey fact sheet to distribute.
- Personnel Committee

The committee is waiting for a response from the solicitor regarding an issue with the police contract.

It was noted that Kyle Mack has reached his 6-month probation period.

Motion was made by Zachary Smith, seconded by Beth Rowland, to hire Kyle Mack as a regular full-time officer. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

- Planning Committee

The committee will meet when Holly is available.

The committee is waiting for a call from the solicitor regarding Shifty’s RV Park and an issue on the street. Council wants to verify establishing a street will resolve the problem.

Motion was made by Holly Zengerle, seconded by Zachary Smith, to deny an easement for Shifty’s RV Park and to move forward with establishing a public street pending solicitor approval. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

- Streets, Sidewalks, Buildings Committee

2024 Streetwork Bids

Streetwork bids were opened at 4 p.m. as advertised. Four bids were received, as follows:

1. Nelson & Streeter Construction Pine City, NY	\$89,525.00
2. Glen O. Hawbaker Turtlepoint, PA	\$63,710.00
3. HRI, Inc State College, PA	\$55,235.75
4. Big Rock Paving Mount Wolf, PA	\$63,367.00

Motion was made by Zachary Smith, seconded by Holly Zengerle, to award the bid for street work to the low bidder, HRI, Inc. in the amount of \$55,235.75. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

Personnel

Motion was made by Beth Rowland, seconded by Zachary Smith, to grant Kyle Mack a recruitment bonus of \$1,200.00 provided through the PCCD grant. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

ATV Request

Sample ordinances for allowing ATV's to run on streets have been received and will be reviewed.

A call has been made to DCNR about the ATV program and the office is waiting for a call back to schedule a time to talk with them. Further discussion. A draft ordinance allowing ATV's will be written up.

- Vehicle Maintenance Committee – nothing at this time
- Utilities Committee

There has been a request from Greylock Energy to purchase bulk water. It would involve very large quantities, possibly millions of gallons. After discussion, council noted they did not wish to sell extreme quantities of water and endanger the well.

Motion was made by Beth Rowland, seconded by Zachary Smith, to deny the request from Greylock Energy to purchase large volumes of water. Those in favor were Cummings, Rowland, Smith, Watkins and Zengerle. The motion carried.

There was further discussion on the Dawson Geophysical request. Council questioned if damages from the testing would be fixed by Seneca and if they could get that in writing.

- Grants Committee

Holly Zengerle reported she has signed up to receive notifications of grant availability. The need for matching funds and engineering costs on grants was discussed.

There was discussion on sidewalks; it was noted sidewalks are the responsibility of the homeowner.

The personnel committee is to meet.

The meeting adjourned at 8:21 p.m.

Lori Nelson
Secretary/Treasurer