

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
October 11, 2022
Westfield Municipal Building

COUNCIL PRESENT: Kristen Zaidi, Denis Landry, Roger McCullen and Wayne Boka

COUNCIL ABSENT: Leland Pond, Elizabeth Rowland and Roger Watkins

OTHERS PRESENT: James Streeter, Mayor Gail Bollinger, Shawn Downey of Larson Design Group, 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. Leland Pond, Elizabeth Rowland, and Roger Watkins were absent.

Visitors – Agenda Items

James Streeter said he is against the Borough paying for trainings for municipal officials.

Mayor/Police Chief Report

Mayor Gail Bollinger has set Trick or Treat Hours for October 31, 2022 from 6:00 p.m. to 7:30 p.m.

Mrs. Bollinger received a call from the CEO of Laurel Health System, James Nobles, who is asking about the health needs of Westfield. He is planning to set up a meeting.

Solicitor's Report

There was no new report from the solicitor.

Minutes

Motion was made by Kristen Zaidi and seconded by Wayne Boka to approve the minutes of the September 13, 2022 meeting. Those in favor were Boka, McCullen, Zaidi and Landry. The motion was carried.

Financial Report

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

Update from Engineer

Shawn Downey of Larson Design Group was present to give a brief update on the sewer rehabilitation project and the wastewater treatment plant project. The rehab is underway and liners have been ordered. The manholes are completed.

The SCADA panels have been installed at the sewer plant, and some probes need to be started up and integrated with the SCADA system. This will take place the week of October 24th. The digester covers are to be delivered the end of October.

Mr. Downey announced that a change order will be needed to remove about \$400,000 worth of unused items from the project. The project should be closed out by the end of this year.

Mr. Downey outlined some funding sources to consider for any projects the Borough has in mind. He explained the PA Small Water and Sewer and the H2O grant programs. The deadline for both grants is December 21. A resolution would be needed for the applications.

New Business

Motion was made by Kristen Zaidi and seconded by Roger McCullen to approve a Christmas parade to be held December 9, 2022 at 6:00 p.m. Those in favor were Zaidi, Boka, McCullen, and Landry. The motion was carried.

Committee Reports

- Administrative Committee

Mr. Landry brought up that his committee (Boka, Rowland, and himself) need to meet to discuss the preliminary budget for 2023.

There was a discussion about legal requirements for holding a budget meeting.

Motion was made by Wayne Boka and seconded by Kristen Zaidi to approve a budget meeting at 7:00 p.m. on October 20, 2022 and to approve advertisement of the meeting if required. Those in favor were Boka, McCullen, Zaidi, and Landry. The motion was carried.

- Planning/Fire Committee

Mrs. Zaidi and Mr. Watkins each took pictures of the burned mobile home on Stevenson St. The solicitor is working on an enforcement notice.

A draft travel trailer ordinance has been drawn up for review. Anything in italics are parts that Mrs. Zaidi had questions on. The committee hopes to have a final copy ready for the next meeting.

Mrs. Zaidi would like to discuss rental properties.

- Utilities Committee

A quote has been received from Swarz Electric to upgrade the electrical system on the Mill St. pump station. The quote is for approximately \$21,000 and there is only one quote. Mr. McCullen remembers that some work was recently done there. He will check in the office about what work was recently done plus funds to cover this upgrade. This quote appears to be for a complete rebuild of the station. This was tabled.

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Trainings

Motion was made by Roger McCullen and seconded by Wayne Boka to approve an online Newly Elected Officials training for Kristen Zaidi at a cost of \$125. Those in favor were McCullen, Zaidi, Boka and Landry. The motion was carried.

TCAB

The Tioga County Association of Boroughs meeting to be hosted by Westfield Borough has been cancelled due to lack of a quorum.

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

The meeting was adjourned at 7:35 p.m.



Theresa McCullen
Assistant Secretary