

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL

October 8, 2024

Westfield Municipal Building

COUNCIL PRESENT: Roger Watkins, Constance Cummings, Michael James, Danielle Pierce, Douglas Rowland, Elizabeth Rowland, Holly Zengerle

COUNCIL ABSENT: None

OTHERS PRESENT: Commissioner Shane Nickerson, Phyllis Chapman, David & Tanya Nudd, Mark & Sandy Moffitt, Ron Schiffler, Donna Leschander, Robert Zengerle, Mayor Faun James, Robin Presor, Officer Kyle Mack, Lori Nelson

The meeting was called to order at 7:00 p.m. by council president Watkins. The Pledge of Allegiance was given. A roll call of members found all to be present.

Visitors

Ron Schiffler was present concerning his RV Park. He noted council has been 2 years trying to figure it out. Roger Watkins gave a history of the project. Mr. Schiffler noted the county has approved the 30' right of way that council requested; he just wants a private drive to tie into Rusty Cannon Lane. Mr. Schiffler noted he has Tioga County Planning Commission approval; they are just waiting for the signed maps. After further discussion, Roger Watkins stated if the maps are "review only" by the borough he will sign them. Mr. Schiffler added he will get permits after the project is completed.

Commissioner Nickerson was here to observe and see how Westfield is doing. He noted the commissioners would like to sit down and talk about the creeks and streams. Emergency permits are still available and the Commissioner's office will help with these. Some discussion on removing gravel.

Faun James asked if dumpsters were still available for flood victims. Commissioner Nickerson will look into this and see if he can get one placed in Westfield.

James Streeter stated he endorses the gravel removal.

Dave Nudd gave an update on the situation at the wellhouse. Root Well Services changed the pump; the starter for the pump is bad. Root found an update for the starter that is available at a cost of approximately \$5,000 plus installation.

Ron Schiffler announced the Flood Fest will be held Sunday, October 13 at Schiffly's Bar and Davis Park. All are welcome. Proceeds will be donated to the Crary Hose Company and Harrison Valley Fire Company for flood relief. There will be entertainment, games, vendors.

Police/Mayor Report

Faun James reported that leftover supplies and donations will be sent to North Carolina for flood victims there. They are in need of warm stuff and a truck will be going on the 24<sup>th</sup>.

The Homecoming Parade will be Friday, October 11, 2024 at 5 p.m.

### Minutes

Connie Cummings noted an error on the first page – the error in the July minutes should read third page, not first. Ms. Cummings asked about correcting minutes. It was stated that the minutes are not changed; the correction is noted in the minutes of the meeting they are approved.

Motion was made by Beth Rowland, seconded by Danielle Pierce, to approve the minutes of the September 10, 2024 meeting with the correction on page one, last paragraph “...error she found on the first page...” should say third page. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

### Financial Report

Motion was made by Holly Zengerle, seconded by Beth Rowland, to approve the financial report and pay the bills. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Zengerle and Watkins. The motion carried.

### Old Business

- ATV Ordinance

The proposed ATV Ordinance was duly advertised as required.

Commissioner Shane Nickerson stated this has been a big push throughout the county for municipalities in certain areas. The commissioners would like to see it in rural areas for economic development. There have been some issues in the pilot program in Potter County such as dust and the quantity of machines. But the program has shown it is huge for economic development in those areas that have opened up for UTV/ATV use. He sees it as a win. He noted that common sense in enforcement goes a long way. Extensive discussion was held; it was noted state roads cannot be used.

Doug Rowland added he would like to find caveats and routes that would help make everyone happy. Mark Moffitt noted the importance of insurance for the vehicles.

Motion was made by Danielle Pierce, seconded by Holly Zengerle, to adopt Ordinance No. 345, Regulating the designation of certain borough streets as streets to be shared by ATV traffic and vehicular traffic in the Borough of Westfield. Those in favor were James, Pierce, Watkins and Zengerle. Those casting nay votes were Cummings, D. Rowland and E. Rowland. The motion carried.

Roger Watkins voted yes with caveats. Further discussion was held after the motion. Roger Watkins suggested adopting the ordinance, reviewing it to make possible changes later. There was discussion on the possible need for extra police coverage on weekends.

### New Business

- Gravel Removal

Roger Watkins reported David Nudd and the crew have been working on removing gravel for about two weeks. The borough equipment is not large enough to remove the quantity of gravel

in the rivers. Estimates for gravel removal from Ackley Construction and Eldridge Excavating were received.

Dave Nudd asked permission to allow Eldridge Excavating to do additional riprap placement in Mill Creek near the tannery properties while he is working in Mill Creek. He also suggested moving the big rock in the Cowanesque River near the Dollar General back onto the east bank. Emergency permits are in place for the work. There was a discussion and updates on work being done at the bridges.

Motion was made by Beth Rowland, seconded by Holly Zengerle, to approve the estimates from Ackley Construction in the amount of \$14,680.00 for gravel bar removal and bank restoration in the Cowanesque River and Eldridge Excavating in the amount of \$6,050 for gravel removal in Mill Creek and to include the additional work noted by David Nudd above. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

- Parades

The Christmas Parade sponsored by the Crary Hose Company will be held Friday, December 13, 2024 at 6 p.m. The route will be from the Electri-Cord to Corner Hardware.

Motion was made by Mike James, seconded by Danielle Pierce, to approve the Christmas Parade to be held December 13, 2024 and the Homecoming Parade to be held October 11, 2024. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

- TCAB

The Tioga County Association of Boroughs Christmas gathering will be held December 18 at the Fireman's Annex in Wellsboro.

#### Administrative/Finance Committee

- ARPA

The ARPA Funds need to be allocated before December 31, 2024. Beth Rowland reported that the committee had met and recommended allocating \$52,446 to the sewer fund for rehab projects, and \$3,994 to the general fund for the purchase of the mower. The balance of approximately \$31,000 they recommend being used for flood recovery projects such as heating, gravel removal, whatever is needed.

Motion was made by Beth Rowland, seconded by Doug Rowland, to allocate \$52,446 to the sewer projects, \$3,994 to the general fund for the mower and the remaining ARPA funds will be used for flood relief such as gravel removal, replacing furnaces in the community building and replacing floors in the community building. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

David Nudd asked about insurance coverage so that equipment could start to be replaced. Roger Watkins stated he had talked with the insurance adjuster and he was supposed to hear something from him today. No word yet on what equipment was covered.

- PMRS Resolution

In order to waive the 5% employee contribution to the police pension plan, a resolution and plan amendment is required. It was agreed in the union contract to waive the employee contribution.

Motion was made by Mike James, seconded by Danielle Pierce, to adopt Resolution No. 2024-355 amending the agreement with PMRS for the police pension plan to waive employee contributions for the year 2025. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

- Public Notification

Beth Rowland talked about how to get early advance warning to people for disasters. Tioga County has a notification app available, called Rave, but people need to sign up for it. Connie Cummings asked about a survey to ask for residents who are hearing impaired, non-ambulatory, etc. to include in the Emergency Operations Plan.

Personnel Committee

Dave Nudd commented that having the extra help the past six weeks has been really beneficial. He realizes there is a money issue but there will be employees looking to retire in the foreseeable future and asked council to consider adding another crew member. It will take time to train them, and they will need to be operators.

Planning Committee

- EOP

Mike James stated the committee needs to look at the plan. The EMC is out of the area until Sunday but they will be working on it. Roger Watkins noted the county is looking into coordinating EOP plans for the valley. Connie Cummings noted that the borough needs to adhere to the Emergency Management Guide for Municipal Officials. Ms. Cummings would like everyone to agree to follow this guide. She has worked on the plan and has sent a list to council of things she needs.

Streets, Sidewalks, Buildings Committee

Quotes were obtained for replacing two furnaces in the community room and offices.

|                                    |         |            |
|------------------------------------|---------|------------|
| 1. Wilkinson Heating               | Repair  | \$1,600.00 |
|                                    | Replace | \$6,900.00 |
| 2. NCN Heating/Mike West           | Replace | \$4,965.00 |
| 3. Schoonover’s Plumbing & Heating | Replace | \$9,925.00 |

Council reviewed the bids.

Motion was made by Holly Schoonover, seconded by Mike James, to accept the bid from NCN Heating to replace two furnaces in the Westfield Municipal Building for the amount of \$4,965.00. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

The needed repairs to the municipal building will be advertised.

A PA DOT Winter Coordination meeting will be held October 28 in Wellsboro. Dave Nudd and Roger Watkins will attend.

Dave Nudd reported the cinders, stone and gravel lost or removed during the flood have been replaced.

#### Vehicle/Equipment Maintenance Committee

Connie Cummings reported Dave Nudd obtained an estimate for tires for the dump truck. The cost is \$237 each plus fees. Two tires have been replaced as one blew out. Mrs. Cummings felt if Dave needs it we should get it.

Motion was made by Connie Cummings, seconded by Beth Rowland, to purchase four tires for the dump trucks from Groff Tire at a cost of \$237 each plus fees. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

Connie Cummings asked where we are with ServePro. She had a complaint form to file with the attorney general if needed.

The tamper was damaged during the flood. Prices were obtained for a replacement.

Motion was made by Connie Cummings, seconded by Beth Rowland, to purchase a plate tamper from Home Depot for \$651.00. Those in favor were Cummings, James, Pierce, D. Rowland, E. Rowland, Watkins and Zengerle. The motion carried.

Connie Cummings suggested putting a building up high, such as near the reservoir, to house equipment. Dave Nudd had told her it would require a building 40' wide x 200' long. She didn't feel this was feasible. She did not realize the borough had that much equipment.

Utilities Committee – nothing to report

#### Grants Committee

Holly Zengerle reported that the committee and Lori Nelson will work on the LSA Grant with Marc Rice. They will be working with the county on the Community Development Block Grant on the 15<sup>th</sup>.

#### Visitors

Nothing.

The meeting was adjourned at 8:45 p.m.

Lori Nelson  
Secretary/Treasurer