

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
September 13, 2022
Westfield Municipal Building

COUNCIL PRESENT: Wayne Boka, Denis Landry, Elizabeth Rowland, Roger Watkins, Kristen Zaidi

COUNCIL ABSENT: Roger McCullen, Joe Pond

OTHERS PRESENT: James Streeter, Mayor Gail Bollinger, Laura Clarson, Lori Nelson

The meeting was called to order at 7:00 P.M. by council president Landry followed by the Pledge of Allegiance. A roll call of members found Roger McCullen and Joe Pond to be absent.

Public Hearing on Open Burning Ordinance

A public hearing for the adoption of an ordinance to regulate open burning was held. There was no public comment on the ordinance.

Motion was made by Beth Rowland, seconded by Kristin Zaidi, to adopt Ordinance No. 340, an ordinance to regular outdoor burning. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

The definition of yard waste and burning of large chunks of wood and other aspects were discussed.

Public Comment on Agenda Items

James Streeter commented on the ordinance being used for the Stevenson Street trailer. He feels this ordinance is unconstitutional and questioned why council was not using the unsafe building provision of the fire code.

Mayor/Chief Report

Mayor Gail Bollinger announced that Lori Nelson took a test and now has the designation of Certified Government Administrator.

Mayor Bollinger reported that Chief Adams is willing to put in some time on Sundays if he is paid the overtime rate of time and a half. Council will discuss this in executive session.

Minutes

Motion was made by Roger Watkins, seconded by Beth Rowland, to approve the minutes of the August 9, 2022 council meeting. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

Financial Report

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

Old Business

- Paint Striper

The striper was discussed at the last meeting. Some traffic paint has been obtained and more is ordered, expected to be shipped the end of September.

Motion was made by Roger Watkins, seconded by Kristen Zaidi, to purchase a paint striper at a cost of \$935. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

- Tioga County Cat Project

Beth Rowland reported that she invited Laura Clarson to attend concerning the cat project. Mrs. Rowland is trying to get interest in the project in the borough. She would like to look into fundraising for the project as the borough is limited in where it can donate. There was discussion on costs of the procedure for pets versus strays and other funding issues. Ms. Clarson noted the mobile clinic will only come as far as Elkland so transport would be needed. The Tioga County Cat Project will help with transport costs. A background of the program was given by Ms. Clarson. Beth Rowland will set up an ad hoc committee to work for the program and fundraising. More discussion the clinic and fund raising ideas was held.

TCAB

The September meeting of the Tioga County Association of Boroughs will be held September 15 in Elkland.

Homecoming Parade

The Homecoming Parade will be held October 1 at 5 p.m. The route will be from the Electric Cord to Tops Market.

Motion was made by Wayne Boka, seconded by Kristen Zaidi, to approve the Homecoming Parade to be held October 1 at 5:00 p.m. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

Pension MMO

The 2023 Minimum Municipal Obligation for the police and non-uniform pension plans was submitted to council. Lori Nelson noted that state aid will be reduced in 2023 as employees must work at least 6 months to be eligible.

TCAB - Westfield

Mr. Landry announced that Westfield will host the TCAB dinner in October. It will be held October 20 at the Colonial Hotel. A speaker is needed. Kristen Hamilton with Develop Tioga or the county planner were suggested by Mr. Landry. Mrs. Hamilton will be asked.

Travel Trailer Ordinance

A sample travel trailer ordinance was distributed to council. Mr. Landry has reviewed it and had several changes. He will turn this over to the planning committee and would like an ordinance for the October meeting. Mr. Landry gave his comments on the ordinance to the committee.

Administrative Committee

- Strang Street Conveyance

Bob Cunningham has asked if council wished to convey a small pie shaped piece of property (1125 sq. ft.) along Sama Drive/Strang Street to the neighboring properties. There has been a property dispute, and it is finally settled. Council reviewed the parcel and had a discussion on the conveyance.

Motion was made by Beth Rowland, seconded by Roger Watkins, to convey to the adjoining properties a small parcel along Sama Drive consisting of 1125 sq. ft. if there is no cost to the borough for the conveyance. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

- Stevenson Street Trailer

The condition of a burned out trailer on Stevenson Street was discussed previously. The solicitor provided three possible remedies for the issue.

Motion was made by Kristen Zaidi, seconded by Roger Watkins, upon recommendation of the solicitor to proceed with the Court of Common Pleas to have the burned trailer on Stevenson Street removed and cleaned up. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

- ARPA Funds are to be distributed in September.

The Borough received the second allotment of \$54,390.08.

Personnel Committee – nothing to report

Planning Committee – nothing to report

Streets/Sidewalks Committee – nothing to report

Vehicle Maintenance Committee – nothing to report

Utilities Committee

- WWTP Update

A memo from Shawn Downey of Larson Design Group was received with updates on the projects. The SCADA equipment has been received and is being installed.

Applications for payment were received from Lobar and Tra Electric.

Motion was made by Beth Rowland, seconded by Wayne Boka, to approve applications for payment No. 23 from Lobar Inc. in the amount of \$21,381.79 and application No. 21 from Tra Electric for \$46,535.75. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

- WQM Permit Application

As part of the upgrade, dechlorination equipment was in the design but not included in the Water Quality Management Permit application. An application to add this equipment was completed by Larson Design Group.

Motion was made by Kristen Zaidi, seconded by Beth Rowland, to approve the Water Quality Management Permit application adding the dechlorination equipment. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

- SRBC Application

The alternate hydrologic evaluation application was submitted to the Susquehanna River Basin Commission on September 7 as required in the COA.

Grants Committee

Wayne Boka reported that a grant for well monitoring equipment has been received from the Susquehanna River Basin Commission. One quote has been received. The hydrogeologist, Penn E&R, will be consulted on the equipment. Due to supply chain issues, the model recommended by Penn E&R is not available.

Motion was made by Kristen Zaidi, seconded by Wayne Boka, to approve the purchase of well monitoring equipment pending approval by the hydrogeologist and that it is within the grant award of \$2500. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

Visitors

James Streeter had several questions pertaining to items discussed.

Executive Session

An executive session for personnel issues was called at 7:58 p.m.
The meeting reconvened at 8:05 p.m.

Personnel

Denis Landry noted that due to lack of part-time and full-time officers, a request from Chief Adams has been received to work Sundays as needed for time and a half pay.

Motion was made by Beth Rowland, seconded by Kristen Zaidi, to pay Chief Andrew Adams time and one-half his current hourly rate for Sundays, as needed. Those in favor were Boka, Landry, Rowland, Watkins and Zaidi. The motion carried.

Motion was made by Wayne Boka to adjourn the meeting.

The meeting adjourned at 8:11 p.m.

Lori Nelson
Secretary/Treasurer