

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
October 8, 2019
Westfield Municipal Building

COUNCIL PRESENT: Gail Bollinger, James Davis, Faun James, Denis Landry, Roger McCullen, Shaunta Vahey, Roxann Weidman

OTHERS PRESENT: Mayor Elizabeth Rowland, Joe Pond, James Streeter, Shawn Downey (LDG), Sgt. Andrew Adams, Lori Nelson, Chief Dale Niles

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

Larson Design Group

Shawn Downey, representing LDG, gave an update on the various projects. The CCTV assessment is continuing and there is nothing new with the Route 349 project.

Mr. Downey spoke with Solicitor Chris Lantz about the DEP Amendment to the Consent Order and Agreement. DEP does not want to rush into an Amendment until the bids and funding are secured. Updates will continue to be given to PA DEP.

While communicating with suppliers for the headworks procurement it was discovered that the equipment is on CoStars. Two proposals for the headworks equipment were obtained under this program:

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| 1. Huber Technology, Inc. | \$239,475.00 |
| 2. Enquip Co. Inc., Exton, PA
(Lakeside is the manufacturer) | \$178,424.00 approx. |

Mr. Downey noted that the Lakeside equipment is estimated as they did not include a couple minor items and the cost of these items is estimated at \$10,000. LDG recommended obtaining the equipment through CoStars rather than the expense of bidding.

It is anticipated to have the re-bid October 23, 2019 upon authorization by the borough.

LDG is preparing the application for the H2O PA grant.

The project schedule is unchanged except for the addition of the December 10 date to request additional PennVEST funding. Bid documents will be sent to the borough prior to October 22. Mr. Downey noted the benefit of talking with legislators regarding other funding sources.

Motion was made by Gail Bollinger, seconded by Denis Landry, to proceed with the procurement of the Lakeside headworks equipment from Enquip Co., Inc. through the CoStars program for a cost not to exceed \$178,424.00. Those in favor were Davis, Bollinger, James, Landry, McCullen, Vahey and Weidman. The motion carried.

Motion was made by Gail Bollinger, seconded by Shaunta Vahey, to authorize Larson Design Group to proceed with advertising for the re-bid of the contracts for the WWTP upgrade. Those in favor were Bollinger, Davis, James, Landry, McCullen, Vahey, and Weidman. The motion carried.

Denis Landry asked about giving bidders more time to submit bids as this was one of the issues last time. Mr. Downey explained that with the PennVEST time line this is not possible.

Mayor/Chief Report

Mayor Rowland asked if there was any movement on the speed sign. Mrs. Bollinger asked if the mayor was to send out letters asking for donations as discussed at a prior meeting. Mr. Davis suggested this could be a budget item. He is attending the PSAB fall conference and will check with vendors there for information.

Faun James reported the fire company will take over the Christmas parade. The date is to be determined. The Electri-Cord is willing to help with this.

A donation for police equipment was received from American Transport.

Chief Niles reported on his DRE certification and how it benefits the community and the county as this was questioned at previous meetings. He also explained trainings he has conducted and plans to have.

Chief Niles gave a thank you to American Transport for the donation.

Chief Niles addressed Mayor Rowland on several issues. He asked council to intervene for a better working relationship for the parties and noted this has been done in the past. Mayor Rowland responded. She noted better communication is needed.

Minutes

Motion was made by Gail Bollinger, seconded by Roger McCullen, to approve the minutes of the September 10, 2019 and September 24, 2019 meetings as presented. Those in favor were Davis, Bollinger, James, Landry, McCullen, Vahey and Weidman. The motion carried.

Financial Report

Motion was made by Denis Landry, seconded by Gail Bollinger, to accept the financial report. Those in favor were Bollinger, Davis, James, Landry, McCullen, Vahey and Weidman. The motion carried.

Roxann Weidman asked about the liquor license revenue on the report; it was explained.

TCAB

Westfield will host the Tioga County Association of Boroughs meeting on October 17. Please RSVP by October 11.

Tannery Update

Kristin Hamilton with Develop Tioga gives a regular update on the tannery project to the office. She reported the cleanup will continue into spring. All environmental tests have come back non-hazardous.

Committee Reports

- Administrative Committee will meet tomorrow to work on the budget.
- Personnel Committee – nothing
- Planning Committee – nothing
- Streets, Sidewalks, Buildings Committee – nothing
- Vehicle Maintenance Committee – nothing
- Rivers, Drainage Committee – nothing
- Utilities Committee will meet soon on several issues. There is a request for water and sewer service to a garage that is to be converted to living quarters. They also will look into the complaint of people living in campers.

Executive Session

An executive session for personnel was called at 7:35 p.m.

The meeting reconvened at 7:53 p.m.

Personnel

Motion was made by Gail Bollinger, seconded by Denis Landry, to give the non-uniform personnel an additional personal day so that all employees have the same amount of personal time. Those in favor were Davis, Bollinger, James, Landry, Vahey and Weidman. Mr. McCullen abstained. The motion carried.

Shaunta Vahey noted the additional day would be effective immediately.

Motion was made by Denis Landry, seconded by Faun James, to provide the full-time employees a \$250 Christmas bonus based on the same criteria as in the past. Those in favor were Bollinger, Davis, James, Landry, Vahey and Weidman. Mr. McCullen abstained. The motion carried.

The TCAB Christmas dinner will be held December 20, 2019. It may be the last one held at the Historic Penn Wells.

Motion was made by Gail Bollinger, seconded by Denis Landry, to adjourn the meeting. All were in favor.

The meeting adjourned at 7:55 p.m.

Lori Nelson
Secretary/Treasurer