

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL  
December 8, 2020  
Westfield Municipal Building

COUNCIL PRESENT: Gail Bollinger, Leland Pond, Ed Rodarmel, Shaunta Vahey

COUNCIL ABSENT: Denis Landry, Roger McCullen, Roxann Weidman

OTHERS PRESENT: Shawn Downey (LDG), James Streeter, Kelly Stemcoski, Lorie Card, Lori Nelson, Dale Niles

The meeting was called to order at 7:00 p.m. by council president Gail Bollinger. The Pledge of Allegiance was given. A roll call of members found Denis Landry, Roger McCullen, and Roxann Weidman to be absent.

Gail Bollinger commented on the improvements on Main Street with the painting of some buildings and Rosenbloom's new location. She also commended Andrew Adams for pulling an unconscious man from a household and the QRS team for the rescue of a family recently.

A moment of silence was held in memory of Ruth Ann Landry.

Visitors

Shawn Downey gave updates to council and handed out a memo. The CDBG grant application has been submitted. He reported that for the COA the letter to DEP requesting an amendment on the time extension should be reviewed and ready for action at the January meeting. DEP needs to have time to review it before the next milestone in the contract of March 21, 2021. The construction is ongoing. The contractor is working on installing the headworks and pouring concrete. Equipment start up is scheduled for January. The Change Order for Lobar for the time extension is under review by the solicitor and should be ready for the January meeting.

Payment requests were submitted by Lobar and Tra Electric.

Motion was made by Shaunta Vahey, seconded by Leland Pond, to approve payment request #4 from Lobar, Inc. in the amount of \$76,771.78 and payment request #3 from Tra Electric in the amount of \$52,751.13. Those in favor were Bollinger, Pond, Rodarmel and Vahey. The motion carried.

Mayor/Chief Report – nothing.

Minutes

Motion was made by Ed Rodarmel, seconded by Leland Pond, to approve the minutes of the November 10, 2020 council meeting as presented. Those in favor were Bollinger, Pond, Rodarmel, and Vahey. The motion carried.

Financial Report

Motion was made by Shaunta Vahey, seconded by Ed Rodarmel, to approve the financial report. Those in favor were Bollinger, Pond, Rodarmel and Vahey. The motion carried.

### 2021 Budget

Gail Bollinger reported on some changes Denis Landry requested to the 2021 budget. She reviewed them and had issue with the reduction on police car maintenance from \$7000 to \$5000 as the price of gas fluctuates. Ed Rodarmel commented he likes the \$5,000. More discussion was held and council agreed to lower it to \$6,000. Gail also reported on the reduction of \$1,000 in the cinder budget; she spoke to David Nudd and he felt this would be okay. Discussion was held.

Motion was made by Leland Pond, seconded by Shaunta Vahey, to adopt the 2021 Budget. Those in favor were Bollinger, Pond, Rodarmel and Vahey. The motion carried.

### 2021 Tax Rate Resolution

Gail Bollinger noted that the 2021 tax rate could be adopted by resolution since there is no increase.

Motion was made by Shaunta Vahey, seconded by Ed Rodarmel, to adopt Resolution No. 2020-322 setting the real estate tax rate for 2021. Those in favor were Bollinger, Rodarmel, Pond and Vahey. The motion carried.

RESOLUTION NO. 2020-322  
A RESOLUTION OF THE BOROUGH OF WESTFIELD,  
TIOGA COUNTY, COMMONWEALTH OF PENNSYLVANIA,  
TO FIX THE REAL ESTATE TAX RATE FOR THE YEAR 2021

WHEREAS, Act 51 of 2019 amends the Borough Code, 8 Pa.C.S.A. §101 et seq., by establishing a new process for boroughs adopting an annual property tax rate that is not an increase from the previous year's property tax rate; and

WHEREAS, the Borough of Westfield, Tioga County, will not increase its real estate tax rate for the year 2021; and

WHEREAS, pursuant to section 1310.1 of the Borough Code, 8 Pa.C.S.A. §1310.1, the Borough is permitted to adopt its tax rates by resolution rather than ordinance,

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Westfield, Tioga County, Pennsylvania:

That a tax be and the same is hereby levied on all real property within the Borough of Westfield subject to taxation for the year 2021 as follows:

SECTION 1. Tax rate for general borough purposes, a millage of 7.25 mills upon all real property assessed and certified for taxation.

SECTION 2. That any resolution, or parts of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

SECTION 3. This resolution shall become effective January 1, 2021.

DULY ADOPTED this 8<sup>th</sup> day of December, 2020 by the Council of the Borough of Westfield, Tioga County, Pennsylvania, in lawful session duly assembled.

### Audit Proposal

A proposal has been submitted by Kirk, Summa & Co. to perform the 2020 audit; the price will remain the same.

Motion was made by Ed Rodarmel, seconded by Shaunta Vahey, to hire Kirk, Summa & Co. to perform the 2020 audit and to adopt Resolution No. 2020-323 appointing the same. Those in favor were Bollinger, Pond, Rodarmel and Vahey. The motion carried.

RESOLUTION NO. 2020-323  
A RESOLUTION APPOINTING AN INDEPENDENT AUDITOR  
FOR THE BOROUGH OF WESTFIELD, TIOGA COUNTY,  
COMMONWEALTH OF PENNSYLVANIA

WHEREAS, Ordinance No. 232 of the Borough of Westfield, Tioga County, Pennsylvania, has been enacted requiring the appointment of an independent auditor to examine the records of the Borough of Westfield; and

WHEREAS, an independent auditor needs to be appointed for the period January 1, 2020 to December 31, 2020:

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Westfield, Tioga County, Pennsylvania, that the firm Kirk, Summa & Co., LLP, Certified Public Accountants, be appointed as the independent auditor for Westfield Borough for the period January 1, 2020 to December 31, 2020.

RESOLVED this 8<sup>th</sup> day of December, 2020.

Training

Motion was made to approve Don Wescott and David Nudd to attend an on line class January 11 & 12 on Pumping Station Optimization for a cost of \$105 each by Leland Pond, seconded by Ed Rodarmel. Those in favor were Bollinger, Pond, Rodarmel, and Vahey. The motion carried.

TCC Delegate Resolution

Motion was made by Ed Rodarmel, seconded by Leland Pond, to approve Resolution No. 2020-324 appointing delegates Lori Nelson, Theresa McCullen and Shaunta Vahey to the Tioga Tax Collection Committee. Those in favor were Bollinger, Pond, Rodarmel and Vahey. The motion carried.

RESOLUTION NO. 2020-324  
WESTFIELD BOROUGH

TIOGA TCC VOTING DELEGATE APPOINTMENT RESOLUTION

WHEREAS, Act 32§505(b) requires the governing bodies of school districts, townships, boroughs and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to the appointment.

BE IT RESOLVED, by the Borough Council of the Borough of Westfield, Tioga County, Pennsylvania, that the following individuals are appointed as TCC delegates for the Borough of Westfield:

1. Primary voting delegate:  
Name: Lori Nelson  
Mailing Address: 429 East Main Street, Westfield, PA 16950  
Phone Number: (814) 367-2632 Email: [wboro@verizon.net](mailto:wboro@verizon.net)
2. First alternate voting delegate:  
Name: Theresa McCullen  
Mailing Address: 429 East Main Street, Westfield, PA 16950  
Phone Number: (814) 367-2632 Email: [wboroutil@verizon.net](mailto:wboroutil@verizon.net)

## 3. Second alternate voting delegate:

Name: Shaunta Vahey

Mailing Address: 123 Walnut Street, Westfield, PA 16950

Phone Number: (814) 367-2632 Email: \_\_\_\_\_

If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.

These appointments are effective immediately and shall continue until successors are appointed.

Delegates shall be appointed each year in December or January or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

RESOLVED this 8<sup>th</sup> day of December, 2020.

Administrative/Finance Committee – Nothing.

Personnel Committee

Gail Bollinger asked council if they wished to give employee Christmas bonuses this year.

Motion was made by Shaunta Vahey, seconded by Leland Pond, to give bonuses the same as last year. Those in favor were Bollinger, Pond, Rodarmel and Vahey. The motion carried.

Planning/Fire Committee – nothing.

Streets/Sidewalks/Buildings Committee – nothing

Insurance Committee – nothing

Utilities Committee – nothing

Vehicle Maintenance Committee

An update on the mower was given. David Nudd would like to try the John Deere. The cost was about the same. The trade in value for the old Cub Cadet was only \$400. Council will buy the tractor outright and use the old one at the sewer plant. Council will consider selling the walk-behind mower in the spring; it only has 13 hours. The dealer would post it on their website if we would like to do that.

Visitors

The visitors were addressed, but had nothing.

Executive Session

An executive session for personnel (negotiations) will be held after adjournment.

A motion was made by Shaunta Vahey, seconded by Ed Rodarmel, to adjourn the meeting.

The meeting adjourned at 7:25 p.m.

Lori Nelson  
Secretary/Treasurer

