

REGULAR MEETING OF THE WESTFIELD BOROUGH COUNCIL
September 14, 2021
Westfield Municipal Building

COUNCIL PRESENT: Gail Bollinger, Carissa Grossman, Denis Landry, Roger McCullen, Leland (Joe) Pond

COUNCIL ABSENT: Shaunta Vahey, Roxann Weidman

OTHERS PRESENT: Shawn Downey (LDG), Mayor Beth Rowland, Ed & Robin Presor, Kelly Stemcosky, Lori Nelson

The meeting was called to order at 7:00 p.m. by council president Bollinger followed by the Pledge of Allegiance. A roll call of members found Shaunta Vahey and Roxann Weidman to be absent.

Larson Design Group

Shawn Downey with Larson Design Group gave an update on projects. He explained a cost estimate was prepared for a CDBG grant application in the amount of \$250,000. He chose two runs on Church Street using pipe bursting and explained this procedure.

The sewer rehab project #1 is ready for bid; LDG has been waiting for contract documents from Tioga County Housing Authority. He hopes to get it out to bid and constructed this year. The WWTP upgrade project is progressing. A lot of equipment is going in. The switch over to the new process is anticipated to be in October.

Two applications for payment for the WWTP upgrade project were submitted for approval.

Motion was made by Carissa Grossman, seconded by Roger McCullen, to approve payment applications from Lobar Inc. in the amount of \$364,349.70 and Tra Electric in the amount of \$77,880.24. Those in favor were Bollinger, Grossman, Landry, McCullen and Pond. The motion carried.

Mr. Downey explained the contingency amounts for the project. There has been no change to the project schedule. It is anticipated that change orders for delays from Lobar will be forthcoming but have not been received to date. There was discussion on material shortages.

Mayor/Chief Report

Mayor Rowland reported she received a request from a teacher at the high school to have a food drive and sing a long during Trick-or-Treat hours. The mayor would like to hold Trick-or-Treat on Saturday, October 30 from 6:00 to 7:30 p.m.

Some discussion on parking meters was held. Gail Bollinger noted it was discussed at a previous meeting to do away with the meters. Denis Landry did not feel they should be removed; Gail Bollinger agreed. Denis Landry asked the mayor to ask the police to enforce the parking meters. Mayor Rowland will talk with them.

Mayor Rowland reported that the Historical Society has agreed to sponsor the veterans' banner project. They have met once; there is no time line yet.

Minutes

Mrs. Bollinger announced executive sessions for personnel issues were held August 19, 2021 and August 23, 2021.

Motion was made by Denis Landry, seconded by Carissa Grossman, to approve the minutes of the August 10, 2021 council meeting. Those in favor were Bollinger, Grossman, Landry, Pond, and McCullen. The motion carried.

Financial Report

Denis Landry moved to approve the financial report, seconded by Joe Pond. Those in favor were Bollinger, Grossman, Landry, McCullen and Pond. The motion carried.

Mrs. Bollinger noted that a preliminary 2022 budget is in council mailboxes.

SRBC COA

The Susquehanna River Basin Commission is requesting a Consent Order and Agreement until the well is registered with them. Roger McCullen questioned the limits in the COA. There was discussion on withdrawal amounts. Denis Landry noted the fees are not stipulated in the COA.

Motion was made by Carissa Grossman, seconded by Roger McCullen, to enter into the Consent Order and Agreement with the Susquehanna River Basin Commission. Those in favor were Bollinger, Grossman, McCullen and Pond. Denis Landry voted no. The motion carried.

Gail Bollinger announced that there is a major water leak in the water system. It is posted on the website and she asked residents to conserve water with no unnecessary water use such as car washing and pool filling until it is resolved. Some leaks have been found but not the main one.

Old Business

Denis Landry noted that the fire company electric bill should have been on the agenda.

Homecoming Parade

Motion was made by Carissa Grossman, seconded by Joe Pond, to allow the Cowanesque Valley High School to hold the Homecoming Parade on October 15, 2021 at 5:00 p.m. Those in favor were Bollinger, Grossman, Landry, McCullen, and Pond. The motion carried.

Police Duties

Denis Landry had distributed a list of police duties to council. The list contains almost everything that is on the police report with a disclaimer. Mayor Rowland requested an executive session to discuss these personnel matters. She spoke to Chief Niles and he will not meet without union representation. She asked for more time to gather more information if it is a change to the contract; Mr. Landry stated nothing on the list is in the contract. There was discussion on the requirement of foot patrol. Mrs. Bollinger noted that the Mayor is in charge of

the police. Further discussion was held. The Mayor will schedule a meeting; it will be an executive session with all of council.

Hazard Mitigation

A public meeting for the 2022 Tioga County Hazard Mitigation Plan will be held September 30 at 6 p.m. in Wellsboro.

Pension

Motion was made by Denis Landry, seconded by Carissa Grossman, to accept the police and non-uniform pension plans Minimum Municipal Obligation for 2022. Those in favor were Bollinger, Landry, Grossman, McCullen, and Pond. The motion carried.

Motion was made by Denis Landry, seconded by Roger McCullen, to allow the exemption from contributions for the police pension in 2022 and to adopt Resolution No. 2021-329 waiving these contributions. Those in favor were Bollinger, Grossman, Landry, McCullen and Pond. The motion carried.

RESOLUTION NO. 2021-329

A RESOLUTION OF WESTFIELD BOROUGH, TIOGA COUNTY, COMMONWEALTH OF PENNSYLVANIA, ELECTING TO AMEND ITS POLICE PENSION PLAN ADMINISTERED BY THE PENNSYLVANIA MUNICIPAL RETIREMENT SYSTEM PURSUANT TO ARTICLE IV OF THE PENNSYLVANIA MUNICIPAL RETIREMENT LAW; AGREEING TO BE BOUND BY ALL PROVISIONS OF THE PENNSYLVANIA MUNICIPAL RETIREMENT LAW AS AMENDED AND AS APPLICABLE TO MEMBER MUNICIPALITIES. IT IS HEREBY ORDAINED BY WESTFIELD BOROUGH, TIOGA COUNTY, AS FOLLOWS:

SECTION I. Westfield Borough (the Borough), having established a police pension plan administered by the Pennsylvania Municipal Retirement System (the System), hereby elects to amend its Police Pension Plan administered by the System in accordance with Article IV of the Pennsylvania Municipal Retirement Law, 53 P.S. §881.101 et seq. (Retirement Law), and does hereby agree to be bound by all the requirements and provisions of the Retirement Law and the Municipal Pension Plan Funding Standard and Recovery Act, 53 P.S. §895.101 et seq., and to assume all obligations, financial and otherwise, placed upon member municipalities.

SECTION II. As part of this Resolution, the Borough agrees that the System shall administer and provide the benefits set forth in the amended Police Pension Plan Document entered into between the Pennsylvania Municipal Retirement Board and the Borough effective as of the date specified in the adoption agreement (the Contract).

SECTION III. The Borough acknowledges that by passage and adoption of this Resolution, the Borough officially accepts the Contract and the financial obligations resulting from the administration of the Contract.

SECTION IV. Payment for any obligation established by the adoption of this Resolution and the Contract shall be made by the Borough in accordance with the Retirement Law and the Municipal Pension Plan Funding Standard and Recovery Act. The Borough hereby assumes all liability for any unfundedness created due to the benefit structure set forth in the Contract.

SECTION V. The Borough intends this Resolution to be the complete authorization of the Contract, as amended and it shall become effective as of the date specified in the adoption agreement, which is the effective date of the Contract, as amended.

SECTION VI. A duly certified copy of this Resolution and an executed Contract shall be filed with the System.

Administrative Committee – nothing to report

Personnel/Negotiations Committee – nothing to report

Planning/Fire Committee

Denis Landry asked to have the bill for the electrical work in the fire hall on the agenda for the next meeting.

Streets, Sidewalks, Buildings Committee

Denis Landry asked about the owner of the Church Street property where the tree is down. This is a holding company. Council discussed the tree.

Insurance Committee – Lori Nelson noted that Gannon Associates has asked if there are any changes to the insurance for next year.

Vehicle/Equipment Maintenance Committee – nothing to report

Utilities Committee – nothing to report

Visitors had nothing at this time.

An Executive Session for personnel issues will be held following adjournment. There will be nothing to report.

The meeting adjourned at 7:42 p.m.

Lori Nelson
Secretary/Treasurer