

Borough of Tioga
Regular Meeting of the Borough Council
April 3, 2023

The Regular Meeting of Borough of Tioga Council was held on Monday April 3, 2023, at the Tioga Borough Office - 18 North Main St, Tioga PA 16946 with the following people present:

Debra Relaford, President	Bill Preston, Vice President	Brennan Wood, Pro Tempore
Alan Brooks	George Lamprinos	Lucas Sargent
David Wilcox, Mayor	DJ, Warriner, Borough Manager	Erika Mosher Secretary/Treasurer

Absent: Zachary R. Gates Esq., Solicitor; Ben Shutter

Deb Relaford, President, called the meeting to order at 6:00 PM. The pledge of allegiance was recited.

Motion to adopt the agenda made by Bill Preston seconded by Brennan Wood. All in favor. Motion carried.

Motion to approve March 6, 2023, regular minutes made by Lucas Sargent seconded by Bill Preston. All in favor. Motion carried. Brennan Wood absent previous meeting.

OLD BUSINESS:

AG-385 was submitted 3-9-23 by Erika Mosher showing as pending.

Statement of financial interests due 5-1-2023. Last two current council members completed & submitted to Erika Mosher. There are still two missing for previous council.

Amtrust audit was resubmitted both email and uploaded information to their web site.

Erika Mosher Secretary/ Administrator Training is booked they need 15 to have this. Waiting for confirmation before booking room.

Reappoint Zoning Board information was put on Tioga Borough Facebook and updated on Tioga Borough website.

Police car was taken for inspection this morning.

SWIFT 911 waiting to see when Training will be.

Tenants wants to stay on month-to-month lease. Addendum to Lease not completed yet.

Business cards are in.

OFFICIAL'S REPORTS: Mayor, David Wilcox

Tioga Twist won't be doing ice cream this year. They are looking to open a consignment shop in a month or two.

TBMA: David Wilcox chair

Streamlining billing process.

Bank information was updated.

Code Enforcer: Laura Clarson

Ankle surgery is scheduled for April 21, 2023. Will be two months with no weight on it will be on crutches. Won't be able to do inspections during this time.

Borough Manager: DJ Warriner-Report Enclosed

Paving Bids were not advertised correctly. Erika Mosher caught this, or it would have been a financial loss for Borough as the money would have had to be repaid. Asked council if they wanted to redo the bidding process or postpone.

Motion to move bid to next year by Brennan Wood seconded by Al Brooks. All in favor. Motion carried.

Met with USDA on 4-3-23 went well. Following up via email with them. Advised working on audits.

Finance, Admin & Tech: Meeting notes attached.

Discussed the transfer of credit card money from TBMA to Sewer recommend once a week. Deb Relaford stated this wasn't necessary now they would be doing a third-party authorization and be able to move money between the businesses.

VUB software upgrade recommend council move forward with. Tabled for now.

Walking sidewalks Monday.

Treasury report presented.

Motion to pay April 2023 bills made by Brennan Wood seconded by George Lamprinos. All in favor. Motion carried.

Personnel: George Lamprinos

Nothing new to report

Parks & Rec: Meeting notes attached.

Alan Brooks wanted to know the cost for running the pool for 2022 year. Deb Relaford stated she gave him the best amount she could without having a secretary in the office. He stated he wanted everything tracked this year for all costs to the Borough.

Motion to advertise for the pool staff for 2023 year made by Alan Brooks seconded by George Lamprinos. All in favor. Motion carried.

Motion to keep pool pay rates same as last year and reassess for returning employees next month made by Lucas Sargent seconded by Brennan Wood. All in favor. Motion carried.

Grants: Meeting notes attached.

Pool projects are going to get started.

NEW BUSINESS:

Motion to Adopt Resolution 2023-04-001 Destruction of Audio Recordings made by Alan Brooks seconded by Brennan Wood. All in favor. Motion carried.

Resolution 2023-04-002 Telecom Device Usage was brought to council. The Resolution was lost.

Resolution 2023-04-003 Roberts Rule of Order was brought to council. The Resolution was lost.

Motion to Adopt Resolution 2023-04-004 Vacancy Board made by Alan Brooks seconded by Lucas Sargent. All in favor. Motion carried.

Computer usage policy tabled till May 2023.

Motion to eliminate the Water and Sewer bill made by Bill Preston seconded by Brennan Wood. All in favor. Motion carried.

Motion to stop paying the monthly fee of \$200.00 from 0959 account (Sewer Account) to the 0610 Capital Reserve Account made by Alan Brooks seconded by Brennan Wood. All in favor. Motion carried.

Motion to have apartment utilities paid from 0610 Capital Reserve account starting with new bills made by Alan Brooks seconded by George Lamprinos. All in favor. Motion carried.

Review Lobby Hours tabled till next month.

Tioga County Cat Project Laura said funds would not be needed.

Motion to have Deb Relaford take checks to the bank to have destroyed once verified closed accounts made by Brennan Wood seconded by Alan Brooks. All in favor. Motion carried.

Town yard sales dates are determined by the Chamber of Commerce not Tioga Borough.

Public Comment:

Douglas Kirk asked if there was a contract with the township regarding the police department.

Mayor David Wilcox said he thought there was a copy of it somewhere.

Douglas Kirk then asked about the pay rate versus the hours. The council replied without a cop that would be discussed later.

EXECUTIVE SESSION: Personnel / Legal. Started at 8:20 PM Ended 8:41 PM

No action taken at this time.

Motion to **ADJOURN** at 8:41 PM made by Brennan Wood seconded by Lucas Sargent. All in favor. Motion carried.

Next meeting May 1, 2023, at 6:00PM.