

Borough of Tioga
Meeting Minutes
April 7, 2025

The regular meeting of the Borough of Tioga Council was held on April 7, 2025, at the Tioga Borough Office, 18 N Main Street, Tioga PA, 16946. The meeting was called to order at 6pm. Pledge of Allegiance was recited. The following council was present:

Debra Relaford, President	Alan Brooks	George Lamprinos
Brennan Wood	Bill Preston, Vice President	Mayor David Wilcox
DJ Warriner, Borough Manager	Shenelle Brockway, Secretary/Treasurer	
Jeremy Booth, Code Officer		

Absent: Lucas Sargent and Ben Shutter

Adoption of the Agenda

Motion to adopt the agenda made by George, seconded by Bill, all in favor, motion carried.

Approval of Minutes

Motion to approve March 3, 2025, meeting minutes made by Alan, seconded by Brennan, all in favor, motion carried.

Tourism Promotion Agency

Bob Rossman, Potter County Commissioner, is here to complete a presentation on why the borough should not vote to decertify the Visit Tioga Potter. He explains what Visit Tioga Potter does for small businesses in Tioga and Potter County and decertifying it would hurt local small businesses. The Tioga County Commissioners are wanting to decertify and ask for support from county municipalities (letter attached with meeting minutes). Every year the VTP is audited by the state each year. The funds used to run VTP is 100% funded by the hotel tax through Act 18. The board member for Visit Tioga Potter and another local business owner asked the borough to table the resolution to decertify until Tioga County Commissioners can answer questions regarding what their plan is for the funds.

Motion to deny the resolution to decertify the resolution is made by Brennan, seconded by George, all in favor, resolution denied.

Holly Irwin, Safety concerns with pedestrian crossing

Holly states that she has concerns with walking in town and people not yielding to pedestrians in the crosswalks. Holly wants to know if there is anything that can be done to make it safer for children in town when crossing the roads. It is discussed that the concerns are part of Penn DOT Road and that Penn DOT would need to be contacted to put more signs up. She asks if there is any movement on hiring a police officer.

Public Comment

- John: is here for support of Holly and concerns about the pedestrian crossing.
- Steve: wants to know if David can swear in a new fire police, Trevor Hoxter.

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- Tom: Fire Fighters have agreed to a one-year contract, the exhibit A in the contract is for the municipality if another department comes in to help. They will work on changing the payments to once a year instead of the 3 payments that were previously set up.
 - Deb wants to thank the fire department for helping with the last power outage by opening their department for citizens. Steve states that if there was another outage that Shenelle could go sit during the working day to help.
 - Steve also states that there was an incident with a 10-year-old girl being lured under the Park St Bridge to make people aware and to keep eyes out. She was safe.

Executive Session

It started at 6:39pm and ended at 6:56pm with discussion of legal and personnel.

Old Business

- Appointing Emergency Response Coordinator, Alan is officially the Emergency Management Coordinator for Tioga Borough.

Official's Reports

Mayor David Wilcox:

TBMA Chairman, David Wilcox: Leak on Park Street was fixed today, Matt waited until today to fix the water leak to save on overtime instead of fixing it over the weekend.

Code Enforcer, Jeremy Booth: He has been working on completing rental inspections and the permit for the grange has been completed.

Borough Manager, DJ Warriner: reads his list, included with meeting minutes.

Motion to have DJ take all actions required for the upstairs apartment by Alan, seconded by Bill, Brennan abstains, all in favor, motion carried.

Motion for the brush removal with a cap of \$2000 made by Brennan, seconded by George, all in favor, motion carried.

Committees

Finance, Administration & Technology

Shenelle discussed the treasurer's report.

Motion to pay April bills made by Brennan, seconded by Bill, all in favor, motion carried.

Shenelle discusses different options for the CD as the CD has reached maturity and there is a window of 10 days to decide regarding the options. Shenelle discusses different options for the CD.

Motion to roll the current CD over to another 18 months with no changes made by Alan, seconded by Brennan, all in favor, motion carried.

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Parks & Rec

- George reads meeting minutes.

Motion to advertise for 2025 Pool staff made by Brennan, seconded by Bill, all in favor, motion carried.

It is discussed holding a chicken BBQ fundraiser, it is tabled until more numbers are figured out and can reach out for donations.

Grants

George reads meeting notes.

New Business

- June 21st is spring clean up from 8am to 12pm. The town wide yard sales are on June 14th.
- Farmer's market will be opening in mid-June (June 21st)

Meeting Adjourned at 7:25pm. Motion made by Brennan, seconded by Alan, all in favor.

Minutes respectfully submitted by _____.

Shenelle Brockway
Secretary/Treasurer