

Borough of Tioga
Meeting Minutes
December 4, 2023

The regular meeting of the Borough of Tioga Council was held on December 4, 2023, at the Tioga Borough Office, 18 N Main Street, Tioga PA, 16946 with the following present:

Debra Relaford, President	Bill Preston, Vice President	Alan Brooks
Ben Shutter	George Lampinos	Lucas Sargent
Shenelle Brockway, Secretary/Treasurer		Laura Clarson
Mayor David Wilcox	Brennan Wood	

Absent: Solicitor, Chris Lantz and DJ Warriner

Deb Relaford, President, called the meeting to order at 6:00 PM. The pledge of allegiance was recited. At 6:01pm David joined the meeting.

Motion to adopt the agenda with adding the discussion of new police officer to the agenda made by Alan, seconded by Brennan, all in favor, motion carried.

Motion to approve the November 6, 2023, meeting minutes made by Alan, seconded by Bill, all in favor, motion carried.

Steve Sumner from Gannon is not present, and it has been moved to an office meeting.

Public Comment

- Ed Bolt wants to make sure that the Berry Street ordinance change is done correctly. Deb informed Ed that the solicitor is handling the ordinance change and it will be done correctly.
- Tim Wood was here to discuss Gordon Wood's field next to the dike. He stated that 2 years ago they were asked about what they sprayed in the field. Laura explained that it was part of the well head protection plan. He was also wondering about what was said to his father to allow the borough to survey his land and if his father was notified. Laura stated that she is unsure as the ordinance for this is from 2006. Alan asked him what brought the issue to light. Tim explains that he was fined. Laura explained that the issue was started prior to her starting.

6:12pm Ben joins the meeting.

- Tim stated that he doesn't agree with being told what he can spray and doesn't feel that there should be a law against it. Ed Bolt states that it was done correctly through the water authority and the attorney Loomis. Deb interjects as the 3 minutes are up. Tim stated that he wants the field out of the program. Laura explained that he is unable to opt out of the zoning rules. Alan stated that there should be documents regarding this. Tim explains that if it wasn't done correctly, they will fight it. He paid the fine but is not happy about it.

Old Business

- The meeting schedule for 2024 will be published on 12/7/23 in the Wellsboro Gazette.
- New TBMA member needs appointed as Kevin Knapp resigned from his position on 10/16/23. Thomas Stafford is interested in taking the position.

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Motion to appoint Thomas Stafford to the water authority board made by Brennan, seconded by Alan, all in favor, motion carried.

- Tioga County 2023 Emergency Response Operations was emailed to everyone to look over.

Motion to accept the Tioga County 2023 Emergency Response Operations made by Bill, seconded by George, all in favor, motions carried. Resolution number 11-2023.

Official's Reports

Mayor David Wilcox: Due to wrestling season in progress, he won't be available to complete recycling program on Saturdays and may need to suspend it until spring. He stated that he will be reaching out to other organizations to see if there is interest in taking it over.

There was a police officer candidate, and he was contacted by the Lawrence Township sergeant as they are out of a police car. They want to discuss selling or sharing police coverage.

TBMA Chairman, David Wilcox: Shenelle is doing good in the office and making strides at getting back on track. We will be moving the monthly TBMA meetings to the 2nd Monday of the month starting the new year to miss the holidays in November and December. Also have another member's seat coming up in January that will be looking to get filled. They will be advertising a new water authority manager in December.

Code Enforcement Laura: Berry Street rezoning is in solicitors' hands. She is working on dealing with a tree on Summit Street, and the property owner has 30 days to fix the tree. An update on eCode estimate is \$12,000 to \$15,000 for a full update on the code book and ordinances. She has completed digitizing all the ordinances. The eCode update is tabled until next month and other options will be looked into. Alan asked about Tyoga Container being contacted via email regarding the zoning changes. Ed interjected and stated that a certified letter gets sent regarding zoning changes. Laura stated that DJ was going to contact Tyoga Container regarding the changes.

Deb read DJ's list as he is not here.

Committees

Finance, Administration & Technology

Shenelle discussed treasurer's report and is open to questions.

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

Motion to adopt the 2024 Tioga Borough budget made by Alan, seconded by George, all in favor, motion carried.

Personnel/Police

Mike Synder was present to question the letter that he was sent regarding his application being denied for the police officer position and was wanting clarification on the letter. Brennan explains the reasoning

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for letter was due to the contact from the Lawrence Township officer. Brennan also explained the budget constraints with hiring an officer.

Parks and Rec

Meeting notes included and read by George. The idea of selling advanced pool passes for the Christmas season was discussed but due to concerns that something could happen, and the pool couldn't be opened.

Grants

Meeting notes included and read by Deb.

New Business

- Accept nominations for the zoning hearing board. Ron Johnson is nominated by Ed Bolt. Deb stated that she would like to get 2 more people so there are 5 on board.
- Closing of the books for 2023, meeting scheduled for 12/29/23 at 5:30pm.

Executive Session

Break for executive session at 7:12pm

Return from executive session at 7:34pm.

Discussed personnel and secretary association meals and pay.

Motion to pay for training and lunch for the December meeting by Lucas, seconded by Brennan.

Meeting recessed at 7:38pm by Deb until 12/29/23 at 5:30pm.

Recessed Meeting from 12/04/23

Meeting called to order at 5:30pm on 12/29/23 by Deb.

Pledge of Allegiance

In attendance:

Debra Relaford, President	Bill Preston, Vice President	Alan Brooks
Ben Shutter	George Lampinos	Lucas Sargent
Mayor David Wilcox	Brennan Wood	

Absent:

Shenelle Brockway, DJ Warriner, and Chris Lantz, Solicitor

Public Comment:

None

Motion to close all accounts for 2023 and transfer balances to 2024 fiscal year made by Bill, seconded by Alan, all in favor, motion carried.

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Motion to adjourn meeting at 5:31pm by Brennan and seconded by Ben, all in favor, meeting adjourned.
Next Meeting is reorganization meeting on January 2, 2024 at 6pm.

Minutes respectfully submitted by _____.

Shenelle Brockway
Secretary/Treasurer