

Borough of Tioga
Meeting Minutes
February 5, 2024

The regular meeting of the Borough of Tioga Council was held on February 5, 2024, at the Tioga Borough Office, 18 N Main Street, Tioga PA, 16946 with the following present:

Debra Relaford, President	Alan Brooks
Ben Shutter	Lucas Sargent
Brennan Wood	Laura Clarson, Code Enforcement
Shenelle Brockway, Secretary/Treasurer	

Absent: Solicitor, Chris Lantz, Bill Preston, Vice President, DJ Warriner, Borough Manager, and Mayor David Wilcox

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

Motion to adopt the agenda with the removal to change TBMA member under new business by Brennan, seconded by Ben, all in favor, motion carried.

Motion to approve January 2, 2024, regular meeting minutes by Alan, seconded by Brennan, all in favor, motion carried.

Motion to appoint George Lamprinos to the open seat to serve on Borough Council by Resolution 2024-02-01 by Brennan, seconded by Alan, all in favor, motion carried.

Public Comment

- Donna: none
- Tom: none
- Ed: waiting for someone to be appointed to the zoning hearing board. He's been waiting 3 months for this and it is not on today's agenda.

Old Business

- The figures for the millage rate were calculated incorrectly which raised the real estate taxes were increased over the allotted 10%. Discussion regarding the rates and wanting to keep the taxes the same.

Motion to adopt resolution 2024-02-02 to set the millage rate to 3.02 made by Brennan, seconded by Alan, all in favor, motion carried.

Motion to approve the reconfigured 2024 budget made by Brennan, seconded by Lucas, all in favor, motion carried.

Official's Reports

Mayor David Wilcox and TBMA were not present.

Code Enforcer, Laura Clarson: Updating of the code book is still in progress and working with the solicitor. Recycling will also continue every other month.

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Borough Manager, DJ Warriner: absent but Brennan reads DJ's list.

Committees

Finance, Administration & Technology

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

Motion to pay February bills made by Brennan, seconded by Lucas, all in favor, motion carried.

Personnel

Brennan states there is nothing currently.

Parks and Rec

Meeting notes included and read by Deb. Brennan suggests an idea for a fundraiser for pool kickoff of a kiddie pool regatta.

Motion to purchase an iPad for \$300 for a POS system for the pool made by Lucas, seconded by Brennan, all in favor, motion carried.

Motion to offer credit card services through Square POS at the pool made by Lucas, seconded by Ben, all in favor, motion carried.

Grants

Deb reads meeting notes and there is nothing new currently.

Ordinance

Nothing currently.

Police

Brennan states they would like to advertise for a part time police officer.

Motion made to advertise for a part time police officer made by Lucas, seconded by George, all in favor, motion carried.

Deb asks if there is anything else for personnel with hiring part time help.

New Business

- Discussion to bring payroll in house. Shenelle shows different options and price points for Gusto and ADP. By doing payroll in house there will be a savings each month as we currently pay \$222 a month with ADP it will be roughly \$140 a month.

Motion made to bring payroll in house with ADP by Alan, seconded by Brennan, all in favor, motion carried.

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- Paving estimates have been provided to pave Church Street and South Main Street.

Motion to advertise for 2 weeks in the Williamsport Gazette for paving bid to finish paving South Main Street and Church Street made by Brennan, seconded by Alan, all in favor, motion carried.

Motion to pay for PSAB training for Shenelle for \$45 for Municipal Minutes and Communications made by Brennan, seconded by Ben, all in favor, motion carried.

Motion to pay for training for Council member 2024 boot camp for George and Ben made by Alan, seconded by Lucas, all in favor, motion carried.

Executive Session

Break for executive session at 6:54pm

Return from executive session at 7:22pm.

Discussed personnel issues.

Motion to pay John for back wages made by Alan, seconded by Ben, all in favor, motion carried.

Meeting Adjourned at 7:23pm. Motion made by Brennan, seconded by George, all in favor.

Minutes respectfully submitted by _____



Shenelle Brockway
Secretary/Treasurer