Borough Council of Tioga, Pennsylvania

18 N Main St, Tioga PA

Minutes of Reorganization Meeting

January 3,2022

Present: Bill Preston, Alan Brooks, Bob Wertz, Steve Hazlett, Marybess Hazlett, Doreen Burnside, Joan Stone, Mayor Dave Wilcox

The meeting was called to order by Bill Preston at 6pm. All present rose to pledge the flag.

First order of business: Motion made by Steve to have budget advertised seconded by MaryBess all in favor motion carried.

November meeting closed.

**Reorganization:** Mayor failed to file paperwork prior to meeting so unable to conduct business. Council voted MaryBess to run meeting.

President- Steve Hazlett nominated by Doreen seconded by Bob Wertz. Council votes Bill-No, Alan-Yes, Bob-Yes, Doreen-Yes, Luann-Yes.

Vice President-Luann nominated by Doreen seconded by Steve. Council votes Alan-Abstained, Bill-No, Steve-Yes, Bob-yes, Doreen-Yes.

ProTem -Bob Wertz nominated by Steve seconded by Doreen. Council votes Doreen-Yes, Bill-Yes, Alan-Yes, Steve-Yes, Luann-Yes.

Other elections: Solicitor- Jeff Loomis, Doreen motion to keep Jeff, seconded by Marybess all in favor.

Bank- Doreen motioned to stay with C&N Bank seconded by Bob Wertz all in favor.

Mileage-Doreen motioned to increase rate to .56 cents Doreen motioned seconded Bob Wertz all in favor. Auditor-motion made to stay with Guthrie &Co. if they will keep us Doreen motioned seconded Luann all in favor. Engineer- Larson Group Marybess motioned seconded by Luann all in favor.

**Public Hearings:** Deb Relaford question why council members failed to be at last 3 meeting. Steve said meetings were not discussed with everyone and people have plans. Stephanie- questioned where has our police officer been. Officer Northup answered her after he started his wife got COVID so he has been quarantined. John LaVancher questioned council how Doreen could run after giving her resignation. Council explained they have talked with county voter office and they said she can run again for her position as long as she gets the votes. Rex Hunter-Wants police officer to get out and patrol there are a lot of unruly kids on the streets at all hours of day. Bob Wheeler wants to clarify accusations made by Mayor Wilcox. Mayor Wilcox is telling everyone Steve lost the borough $67,000 in grant money because he wouldn’t give Mayor information for him to file for grant after deadline. No need for grant so we didn’t apply and no office staff available to apply for grant. Steve talked with grant organization and he was told deadline passed no extensions. Mayor Wilcox post on Facebook are misleading about Bob Wheeler and Luann Wheeler resignations. He did not come into office and demand resignations back from secretary. Resignation can be taken back if not voted on by council. Sunshine laws have been broken by Mayor and other council members.

Old Business:

1. Budget- voted on to be advertised for 10 days will recess this meeting till 01/13/2022.
2. Forensic Investigation- Waiting on final letter to come back from investigator once we get that letter council will vote on next step. No agreement has been made to pay them per Alan. Alan recommends that we wait to see what DA says if criminal then we need to prosecute if not criminal we need to agree to drop it. As Mayor Wilcox walked out of meeting during public meeting, he said the information has been turned over to the DA will see what she says. Steve expresses council concerns about cost of investigation vs outcome. Bill and Alan explain that per investigator bond company will be the ones to recoup the money from accused.
3. Recycling- Council has nothing to do with recycling. Borough is not allowed to collect money for recycling this was told to us at an audit many years ago that is why we try to have someone else run the recycling. Doreen states she has been in contact with Lions Club and they maybe interested in doing the recycling but they will have to discuss at their next meeting. Doreen will keep us informed.
4. Security System Policy-Borough policy has always been 2 people need to be present to view video footage of the security system. Mayor Wilcox has not been following this policy. From now on he needs to have a council member or Officer Northup with him to view footage. He also needs to have a crime that has been committed in order to view footage. Need to move monitor in office and add monitors in the police department and kitchen area for them to view.
5. Cat Project-We have money in budget for program. Luann was using recycling money to help pay for cat project. We want a better account of our money how much it cost per cat ect. We will revisit the cat project later need to get more information on this project.

**New Business:**

1. Code Enforcement- Nothing to really report he has been unable to do his job as Mayor Wilcox threaten to have him arrested if he came in to his office after giving his resignation, even after he took resignation back. He did just turn in a Permit application from a resident that put a building on his lot in the absents of the code enforcer which should not have been place on the property which cost the borough loss of money. Doreen questioned why code officer was not allowed to do his job. Bill said because he gave resignation. She said council never voted on his resignation so he should have kept working, not Mayor Wilcox decision. Alan recommended we wait till our solicitor is at meeting to discuss Bob Wheelers employment.
2. COVID Pay: Steve recommended to not have a COVID pay policy. Stop pay until we review policy. Doreen motioned seconded by Bill all in favor.
3. Rental Apartment- Tenant is behind again on his rent someone needs to start working on contract with him council member needs to take over this job.
4. Resignations- Was going to discuss the past resignation but Luann Wheeler handed her resignation in again tonight. Bill motioned to accept resignation seconded Bob Wertz all in favor motion carried.

Motion made by Steve to amend agenda to add -Fill vacant council seat and to add executive session for personnel and legal. Marybess motion seconded Bob Wertz. Alan states we have 30 days to fill vacancy no rush. Doreen nominated Bob Wheeler to take Luann seat on council seconded Bob Wertz. Vote taken Yes-Doreen, Bob Wertz, Marybess and Steve No-Alan and Bill.

1. Solicitor- reelect Jeff Loomis.
2. Employee Contracts- Talked earlier with Chris Kerr from Water Authority he will get with personnel committee.
3. Joe Caroccia-nominate him to another term on the Water Authority. Doreen motioned seconded by Alan all in favor.
4. TCC- Table talk till we can ask Jeff what it’s all about.
5. TC Association dinner- Alan +1, Steve and Marybess will attend. Borough will pay for council members but +1 will pay their own meals. Joan will call and reserve for them all.

**Treasurer Report:**

Motion made to pay monthly bills motion made by Bill seconded by Alan all in favor.

**Police Report:**

Council agreed on the Shared Police Contract with the Township. Office Northup is organizing office and will start getting out on the streets soon. Need to look at updating Tasers as they area older models and can’t get refills. Officer Northup will look into grants to help pay for equipment updates. Council would like an inventory list and keep it up to date. Evidence needs to be discarded he will check out see where we can take to have it destroyed.

**Public Works/Sewer:**

DJ Monthly report attached and was explained by DJ.

Cheryl Wilbur showed up late to meeting so council let her talk she represents Lions Club and they would like to get us grant money to help purchase a new vest for the police department. She will keep in touch with us.

Meeting recessed at 8:15pm will resume 01/13/2022 for budget and executive meeting for personnel and legal.

Joan Stone, Secretary/Treasurer

01/13/2022 Meeting resumed

Meeting was called to order by President Steve Hazlett at 6pm.

The Pledge of allegiance was said by all. Need to appoint someone to Vacancy Board. Doreen nominates Deb Relaford. Motion made by Doreen 2nd by Bob Wertz all in favor motion passed.

Steve states that they are unable to adopt budget tonight as it has only been advertised in the paper for 9 days. Discussed adopting budget at next council meeting in February as we have till 2/15/22 to adopt Jeff will check borough code. Bob Wheeler made motion Bob Wertz 2nd all in favor motion passed.

Rental-tenant Bob Wheeler says talked to tenant he has had no electric for awhile and DJ and Bob Wheeler are worried about up coming cold weather and possibility of pipes freezing. Bob Wheeler would like to put electric in our name the outstanding balance will continue to be tenants’ responsibility and if we have to pay any turn on fee Bob Wheeler has told him he will be billed for that as well. Bob Wheeler states he will draw up a new contract that includes electric and gas he will have Jeff look at it then bring to next meeting for council to be approve. Bob wheeler made motion MaryBess 2nd Doreen opposed feels too hard to determine electric cost between summer and winter. Bob Wheeler assures council he is going to work on getting a budget on electric and estimate it and will have to adjust it if runs higher then expected. All in favor motion carried.

Camera System- Steve would like camera black box be moved into the back room out of the main office area. This will be easier for people to access the camera without interrupting the secretary and the main office will not be accessed after hours to check camera. Mayor questioned who is in office afterhours. Steve commented that he, the mayor, had come in to the office during a municipal meeting and check the camera by himself. Steve mentioned that there is a policy that 2 council members or the Mayor and the PD or a council member should be present when camera are being viewed. The only person that has access to the camera by himself is police officer. Motion made by Doreen 2nd Bob Wertz all in favor motion passed.

Resignation- Robert Wheeler presented his resignation from Code Officer. Motion made by Bob Wertz to accept resignation, Jeff mentioned he has enjoyed working with Bob Wheeler over the year he will be missed by the community. No second was made so the motion dies. Doreen says if Bob Wheeler resigns, we will have to hire someone as he volunteers his time, this will put additional hardship on borough. In the absents of the code officer the mayor takes over the duties.

Steve wanted to make sure that it was understood that after Luann Wheeler resignation and the appointment of Robert Wheeler to take her place that the appointment of Vice President was missed so he requests to appointment Robert Wheeler to Vice President. Doreen made motion Bob Wertz 2nd Alan opposed rest of council voted yes and motion passed.

Executive Session for personnel and legal 6:28pm. executive session ended 7:16pm.

At last meeting milage was adopted at .56 cents per mile, after this motion Joan received email from PSAB that said the IRS 2022 rate was increased to .58 cents Doreen motion to amend the milage rate to .58 cents Alan 2nd all in favor motion passed.

After Jeff checked borough code, the budget does need to be adopted by January 15th there will have to meet again to adopt budget Doreen motion to meet on Friday January 14th at 3:30 at Borough Office Alan 2nd all in favor motion carried.

Meeting recessed at 7:25 till Friday January 14th at 3:30 pm

Minutes by Joan Stone, Secretary

01/14/2022 Mayor said meeting was not posted long enough so meeting recessed till Saturday January 15th at 3:45 pm Agenda to Adopt Budget.

01/15/2022 Meeting called to order at 3:45pm

Adoption of the 2022 Budget Bob Wheeler made motion Doreen 2nd all in favor motion carried.

Motion made by Doreen to adjourn meeting at 3:47 Bob Wertz 2nd all in favor motion carried.

Next council meeting February 7, 2022.

Minutes taken by MaryBess Hazlett