

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

The Regular Meeting of Borough of Tioga Council was held on Tuesday January 3, 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 Lampinos	Lucas Sargent
DJ, Warriner, Borough Manager	David Wilcox, Mayor	

Absent: Zachary R. Gates Esq., Solicitor

Deb Relaford, President, called the meeting to order at 6:02pm. The pledge of allegiance was recited.

Motion to adopt the agenda made by Alan Brooks, seconded by Brennan Wood. All in favor. Motion carried.

Motion to approve December 5, 2022 regular minutes with 2 recessed sessions of 12/12/22 and 12/29/22 made by Brennan Wood, seconded by Bill Preston. All in favor. Motion carried.

Public Comments None

Reorganization

Motion to retain Zachary Gates as attorney until a new one can be found made by Brennan Wood, seconded by Lucas Sargent. All in favor. Motion carried.

Motion to keep C&N Bank for our banking needs made by Bill Preston, seconded by George Lamprinos. All in favor. Motion carried.

Motion to change the mileage rate to IRS 2023 rate of 62.5 cents made by Brennan Wood, seconded by Bill Preston. All in favor. Motion carried.

Auditor - still looking

Motion to retain Larson Group as our engineer made by Bill Preston, seconded by George Lamprinos. All in favor. Motion carried.

Discussion to appoint a new TBMA board member.

Louis Kolowisk willing to take reappointment. Sent biography.

David Wilcox showed interest and stated the need to work as one.

Motion to put David Wilcox on as TBMA board member made by Brennan Wood, seconded by Alan Brooks. Bill Preston abstained. Everyone else is in favor. Motion carried.

Reviewed 2023 insurance quote from Gannon insurance. It is down 31% from last year.

Motion made to retain Gannon & Associates as our Insurance carrier made by Alan Brooks, seconded by Bill Preston. All in favor. Motion carried.

Motion to keep Guthrie on to do our payroll made by Bill Preston, seconded by Brennan Wood. All in favor. Motion carried.

Old Business: None

Official's Reports

Mayor Wilcox:

We are still trying to dig ourselves out of a hold but Deb and DJ are streamlining us so the office does not shut down and we are going in a great direction. He has heard great things about Laura.

AI- It's all due to our outstanding leadership.

Kit Kerr, TBMA:

There were 2 water leaks on Meadow and Main. The level sensor is now working on the tank and can be remotely controlled. The 2023 budget was passed with a \$1 increase. 105 new meters have been installed. The old meters will be removed from the billing logs after this month's bills go out. 225 meters left to install. This meter reading will NOT have the \$1.00 increase on it.

Laura Clarson, Code Enforcer:

Laura was introduced to the council. Stated that she has about 40 messages on the machine to go over. She has been through town and met a few people. She will get a layout from Kit of the homeowners/residents names. George suggested using Tioga County GIS as a guide.

DJ Warriner, Borough Manager:

Report Enclosed

#3 on list Motion to approve added cost to chlorine pump & rebuild kit + shipping. (When he went to order it being previously approved, the cost had increased over \$114.00) made by Brennan Wood, seconded by George Lamprinos. All in favor. Motion carried.

#4 on list Motion to purchase 3 pumps from Lawrence township (pending their approval) 1 new, 1 used for 1 year, 1 used for 2 years for the purchase price of \$6500.00 for all three. New would cost at least \$8000 each. Money to come from our PenVest (now capital reserve?) account made by George Lamprinos, seconded by Lucas Sargent. All in favor. Motion carried.

Committees

Finance, Administration & Technology

Motion to finalize the 2023 budget made by Brennan Wood, seconded by Bill Preston. All in favor. Motion carried.

Motion to approve and pay January bills made by Lucas Sargent, seconded by Brennan Wood. All in favor. Motion carried.

New Business

Motion to shred old ledges style checks that are unused made by Brennan Wood, seconded by Alan Brooks. All in favor. Motion carried.

Motion to Accept Holly Irwin's resignation dated 12/12/22 from Borough Council made by Alan Brooks, seconded by Brennan Wood. All in favor. Motion carried.

Motion to have Benjamin Shutter, residing at 68 Apache Lane Tioga Pa take her seat pending completion of all required documentation at next council meeting made by Alan Brooks, seconded by Bill Preston. All in favor. Motion carried.

Public Comment

John LaVanture: Stressed the need for all Council members/TBMA members/employees to have the required NIMS training. Laura said that she would look into it for us. He also commended council on getting the borough back on track.

Executive Session for personnel called 6:59pm-7:11pm

Decided to change secretarial advertisement

Motion to change the secretarial ad to read salary based on experience instead of posting it at \$15.00/hour made by Alan Brooks, seconded by Brennan Wood. All in favor. Motion carried.

Motion to **Adjourn** at 7:21pm made by Alan Brooks, seconded by Brennan Wood. All in favor. Motion carried.

Next meeting 2-6-23, 6:00pm

Notes by Deb Relaford 1.5.23