

Borough of Tioga
Regular Meeting of the Borough Council
June 5, 2023

The Regular Meeting of Borough of Tioga Council was held on Monday June 5, 2023 at the Tioga Borough Office - 18 North Main St, Tioga PA 16946 with the following people present:

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| Debra Relaford, President | Bill Preston, Vice President | Brennan Wood, Pro Tempore |
| Lucas Sargent | George Lampinos | David Wilcox, Mayor |
| DJ, Warriner, Borough Manager | | |

Absent: Alan Brooks, Erika Mosher, Zachary R. Gates Esq., Solicitor

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

MOTION to adopt the Agenda made by Brennan Wood, seconded by Bill Preston. All in Favor. Motion Carried.

MOTION to approve May 1, 2023 regular minutes made by Bill Preston, seconded by Brennan Wood. All in favor. Motion carried.

Public Comments

Former resigned pro tem council member Holly Irwin inquired about the status of a police officer due to speeders drugs and atvs. She would like all of the broken laws enforced. She asked if pool employees/volunteers had clearances and was told that staff had not been set yet but everybody would have their clearances. She also asked who our EMA coordinator is. And was told that at the TCBA meeting we hosted, Doug Wicks, County Coordinator said that Mansfield Borough could cover it for us. (Erika Mosher was to look into getting that set up for the borough.) Questioned how Deb got the debit card for the pool if it was tabled in March and was told that it was approved possibly in November. Accused Deb of stealing from the borough which she denied.

Tom Cuneo, father of Holly, asked about a cop, or control for traffic control on Broad St for when the pool opens. He questioned who helps at recycling. David said that he was there every week except for one. He also asked when the last borough audit was completed. He was told it was when Guthrie had the books. Did not have an exact date. Tom wanted to know why the books were not audited every time a secretary left. Mayor Wilcox tried to answer and he would not listen when Deb did not have the answer.

Former resigned council president Steve Hazlett's topic was on transparency, mostly related to the mayor - stated that the forensic audit should not have been paid for. He asked why former council members were asked to resign. He talked about the Mayor's campaign and his perception of the Mayor's wrongdoings. He spoke on Council President's misuse of the pool credit card and the Mayor's "misuse" of 5 cent deposit funds for wrestling recycling funds. Was told that \$86 was collected/deposited into the account from the last event.

Ed Bolt, husband of a veteran water authority board member, asked when the pool debit card was issued and with what document. She did not remember the exact date. And the document would be the minutes that have me on the account. He questioned exactly how she received the card and was told that it was handed to her by a

teller, not mailed. She did not show a piece of paper at that time, nor did she remember which teller. When questioned. He questioned the water audit to David Wilcox, and Paula spoke up that they should be preparing for an audit at this time. Deb interrupted that on October 3, 2022 minutes gave her access to borough credit cards. He asked who signed the forensic audit and if it was done before council's approval. He asked who signed the contract for it. David Wilcox stated that he signed as mayor and the President of Council signed also. Mr. Bolt was told that the Council did not take it upon themselves to "just pay the bill", it went to legal to get justified first. He was also told that we were not discussing TBMA business tonight and that he could bring that up at their scheduled meeting.

He waved a Borough Council Handbook on "expenditures of funds" for legislative and financial actions and told council that if council disagrees council should record a "NO" vote so an individual is not responsible if the vote is declared illegal.

Executive Session start 6:32 pm end 7:09 pm

To receive a report and recommendation from the personnel committee.

Old Business

TBMA sewer transfer-TBMA payroll transfer - on hold
Paint- front porch clean building make outside presentable - DJ will get to it when he has a chance
Renew adobe & microsoft office - office 365 paid monthly
Padlock for inner library door - done for election
USDA audit followup paperwork - being worked on
Auto set up pump pantry bill pay - second step needs completed
VUB software update -end of year
Tammy Frank -Chamber of Commerce Parade - set up & remarkable ceremony & parade on Memorial Day.
TCAB Bylaws Draft -no answer from council

Official's Reports

Mayor, David Wilcox:

The Farmer's Market will be starting back up mid July. Watch their Facebook page for updates. Pool kick off extravaganza will be June 17.

TBMA Chair, David Wilcox:

Jim Kendricks, Water Works Manager, has officially retired. Erika Mosher, secretary was let go due to poor and unsatisfactory job performance. John will be invited to their next water meeting. They have hired an accountant to start Wednesday. They are missing a thumb drive that Attorney Jeffrey Loomis is taking care of. He read aloud the newest secretary, Kristi Reynolds', resignation letter.

David also asked Council for the removal of Kevin Knapp from the water authority.

MOTION: for the removal of Kevin Knapp from his seat on the Tioga Borough Water Authority made by Brennan Wood, seconded by Ben Shutter.

Council was interrupted by Ed Bolt who was adamant that we listen to him. He had in hand a paper stating that what we were doing was illegal and that TBMA attorney Jeff Loomis misspoke during our last executive session. He knows this information because his wife Paula told him. And that PSAB told Paula that she could in fact talk to the

newspaper about what was discussed in executive session. He wants proof from the council that the executive session discussion is private.

MOTION: to withdraw "removal of Kevin Knapp from his seat on the Tioga Borough Water Authority" made by Brennan Wood.

Borough Manager, DJ Warriner:

Report Enclosed

16. He was approached by PenDot for the Borough to take over Cowanesque St. Council denied the idea.

17. Needs $\frac{3}{8}$ " rebar to make rings for clean out

18. Will have prices for the Bobcat tires at the next meeting. They are bald

19. George will check into Microsoft word on DJ's laptop

COMMITTEES

Finance, Administration & Technology

MOTION to pay bills made by Bill Preston, seconded by Brennan Wood.. All in favor. Motion Carried.

Parks & Recreation, Trees & Sidewalks

Meeting Notes Enclosed

Basketball post covers are torn up. DJ sanded the graffiti the best that he could.

MOTION: to purchase one ATR2100 brown trash can up to \$800 for Frances Murray Park made by Lucas Sargent seconded by Ben Shutter. All in favor. Motion carried.

MOTION: to accept changes in pool rates as proposed: •\$5.00 flat fee / \$2.50 pm rate •\$85.00 for an individual season pass •\$150.00 family of 4 season pass •\$135 pool party rental •\$30 for a 7-day pass •hours to remain the same - contingent on lifeguard coverage made by Lucas Sargent, seconded by Brennan Wood. All in favor. Motion carried.

MOTION: to hire Victoria Hyde as pool manager at \$12.00 an hour made by Brennan Wood, seconded by Ben Shutter. Abstaining Bill Preston All else in Favor. Motion Carried.

MOTION: to hire Chael Relaford as assistant pool manager at \$10.00 an hour made by Ben Shutter, seconded by Lucas Sargent. Abstaining Deb Relaford All else in Favor. Motion Carried.

MOTION: to hire Riley Sargent as head lifeguard at \$8.50 an hour made by Brennan Wood, seconded by Bill Preston. All in Favor. Motion Carried.

MOTION: to hire Joel Hultz as returning lifeguard at \$8.50 an hour made by Brennan Wood, seconded by Bill Preston. All in Favor. Motion Carried.

MOTION: to purchase concession start up supplies for \$1000.00 (one thousand dollars) made by Bill Preston, seconded by George Lamprinos. All in Favor. Motion Carried.

Pool Water level was low when the cover was taken off. Water was added above pipe level and watched for leakage for the past week. It will be filled above the grates and the leaks will be fixed with 2-part epoxy. Cost of repairs will be documented and can be put toward the Kreiger grant next year.

Grants

There was no meeting this month. Daily emails are received but nothing pertaining to the borough has come through.

New Business

AT THIS TIME VICE PRESIDENT BILL PRESTON WILL PRESIDE OVER THE MEETING

Personnel report

MOTION: to relieve Erika Mosher from her duties in the employ of the Borough of Tioga made by Ben Shutter, seconded by George Lamprinos.

Roll call vote: Lucas Sargent: Aye Ben Shutter: Aye George Lamprinos: Aye
Brennan Wood: Aye Bill Preston: Aye Deb Relaford: Abstain Al Brooks: Absent
Aye: 5 Nay: 0 Absent: 1 Abstain: 1 Motion Carried.

MOTION: to remove Erika Mosher's access to and name from all bank accounts made by Ben Shutter , seconded by Brennan Wood. All in Favor. Motion Carried.

MOTION: to remove Erika Mosher's name from all online banking access made by Brennan Wood, seconded by Ben Shutter. All in Favor. Motion Carried.

Credit card usage

STATEMENT OF MISUSE,

On April 6, 2023 our Council President Deb Relaford mistakenly charged \$40 to the Tioga Pool Debit card instead of her own while getting her nails manicured. On April 10 the borough secretary noticed that the incorrect card was used. For reasons unknown, the secretary waited until May 5 to bring this matter to attention. Upon finding out about the error from the State Police the matter was immediately brought to council's attention by Deb. After being interviewed over the incident the next day at the Mansfield Barracks, all parties involved agreed that this was an unintentional accident and full restitution was paid to Mayor Wilcox, Chief Law Enforcement Officer.

VOTE TO CENSURE:

Vice President Bill Preston asked Council for a

MOTION: to Censure Deb Relaford for misuse of the Pool Debit Card.

Council denied the request. VP Preston stated that the motion died on the table and the issue should not be brought up again.

SCI Updates

MOTION: to pay \$375.00 to Diversified for software migration fee, billing TBMA for ½ (\$187.50) made by Brennan Wood, seconded by Lucas Sargent. All in Favor. Motion Carried.

Accountant

MOTION: to hire Gruver tax and accounting based off of his proposal made by Brennan Wood, seconded by Lucas Sargent. All in Favor. Motion Carried.

Public Comments

Ed Bolt - re: Louis K came to the meeting in January to succeed himself.: All members will remain on TBMA for life as long as they wish. If we do not reappoint him to TBMA he will take it to the Attorney General. Municipal Authority members "may" succeed themselves. He has a right to that chair. Not David. It was an honest mistake he expects to be rectified. Council will look into the legality of this.

Steve Hazlett - How much are we paying for the new auditor? A: The cost of the project to get our books in order is \$4825.00.

Holly Irwin - Her opinion is Deb shouldn't have a credit card since she is only a volunteer. She isn't a true volunteer since she asks to be reimbursed. Deb replied that she is volunteering her time, not supplies and gas and also replied that she would take payment for council member.

Dave Irwin, husband of Holly - Who will be our next secretary? Council asked if he wanted the job.

Ed Bold - Thinks it will be Erika Mosher, once she gets her shark lawyer involved a lot of this stuff will go away and she will get an apology.

MOTION: to **ADJOURN** made by Ben Shutter, Seconded by Brennan Wood at 8:36 PM .

Next regular meeting July 3, 2023, 6:00 PM

Notes by Deb Relaford