

Borough of Tioga
Meeting Minutes
March 4, 2024

The regular meeting of the Borough of Tioga Council was held on March 4, 2024, at the Tioga Borough Office, 18 N Main Street, Tioga PA, 16946 with the following present:

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

Absent: Solicitor, Chris Lantz and DJ Warriner, Borough Manager

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

Motion to adopt the agenda made by George, seconded by Bill, all in favor, motion carried.

Motion to approve February 5, 2024, regular meeting minutes by Brennan, seconded by George, all in favor, motion carried.

Public Comment

- Donna: none
- Ed: wants to get it approved that Ron Johnson on the zoning hearing board.
- Steve: nothing
- Dean: here to observe

Old Business

- Bring payroll in-house, Shenelle gives update that it is going well, and no problems reported.
- A paving bid has been advertised and bids will be reviewed on April 1.

Official's Reports

Mayor David Wilcox: 2nd annual Easter egg hunt will be held on Sunday, March 31, 2024, at the park. More details will be available soon.

TBMA, David Wilcox, Chairman: Matt is doing well and fitting in well with the guys. David asks if everyone has seen the fireman's relief audit. David asks Steve if he wants to explain anything regarding the findings of the audit. Steve stated that the council can approach the fire department with any concerns or questions. David explains that it isn't the fire department, but the relief association would Steve is the president of. Steve says it's been taken care of. David asks if there is documentation to which Steve responds yes. David asks if he can provide the documentation which Steve says he cannot tonight, but it is in his stuff. Alan asks if there are any legal issues behind it and that as mayor, he needs to check this to make sure the funds were not misappropriated. Alan states to find the truth and if needed get legal involved along with the attorney general. Steve states that he will be willing to set up a meeting and can meet with the finance committee on 03/19/24.

Borough of Tioga
Meeting Minutes
March 4, 2024

Code Enforcer, Laura Clarson: Received a phone call regarding a stray cat problem in the trailer court. She stated that animal control funds are available in the budget, and they can work with the cat project and trap the stray cat and take it to get fixed. Brennan suggests that it is tabled until next month.

Borough Manager, DJ Warriner: Shenelle reads DJ's list, which included he will return to work on 3/9/24 and sewer passed the DEP inspection.

Committees

Finance, Administration & Technology

Shenelle discussed treasurer's report and is open to questions. Shenelle also included an updated budget.

Motion to pay March bills and to pay the Wellsboro Equipment bill out of capital reserve made by Brennan, seconded by Bill, all in favor, motion carried.

Personnel

Brennan states there is nothing currently.

Parks and Rec

Meeting notes included and read by George. Ben states before funds are used for community activities, he would like to see the pool supporting itself. Alan also asked for a rough estimate of the cost of the activities and to see if there are anyone that would be willing to donate.

Motion to advertise for lifeguards for the 2024 season made by George, seconded by Alan, all in favor, motion carried.

Grants

Deb reads meeting notes. Kreiger grant has been awarded at \$14,000 for the purchase of new park items.

Ordinance

Nothing currently.

Police

Nothing currently as the advertisement for a part time police officer hasn't been placed yet.

New Business

- Adopt a mission statement as grants are asking for this on the application. Deb reads the mission statement that has been created thus far. "Create a community that people are proud to call home through responsible and professional leadership and the partnership of others." David states that he would like Tioga to be in the mission statement. This is tabled until next month.

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Meeting Minutes
March 4, 2024

Executive Session

Break for executive session at 6:50pm

Return from executive session at 7:05pm.

No action was taken.

David asks Ed about a publication notice for TBMA for a nonpublic meeting at the bank that was advertised and sent to his home address, this meeting was one that no one knew about it. Ed stated that he didn't know what David was talking about. Alan asked that the discussion take place at the TBMA meeting as it was concerning TBMA.

Meeting Adjourned at 7:09pm. Motion made by Alan, seconded by Brennan, all in favor.

Minutes respectfully submitted by _____



Shenelle Brockway
Secretary/Treasurer