

Borough of Tioga
May 2, 2022

The regular meeting of Borough of Tioga Council was held Monday May 2, 2022, at the Tioga Borough Office at 18 North Main St, Tioga PA 16946 with the following people present:

Steve Hazlett	Doreen Burnside	Donald "DJ" Warriner, Borough Manager
Bob Wheeler	Marybess Hazlett	Jeff Loomis, Solicitor
Alan Brooks	Holly Irwin	Joan Stone, Secretary/Treasurer
		David Wilcox, Mayor

Absent: Bill Preston

President Hazlett called the meeting to order at 6pm. Pledge of Allegiance was recited.

Adoption of Agenda: Motion made by Doreen to approve agenda. Seconded by Bob all in favor motion carried.

Public Comments: President Hazlett read to public note about their comments and how they will be addressed. John LaVancher-Do we have Police Officer or Code Officer. Who should he talk to about ordinance violations? Council referred him to Mayor Wilcox. Tom Stafford-Question what residents are allowed to bring to spring cleanup. Deb Relaford- asked if she could bring carpet to cleanup day. Heather Doty-Question about who is taking care of drug deals happening around town? Gerald Doty- What residents are supposed to do with leaves not just on cleanup day?

Approval of Minutes for March and April: Motion made by Alan to amend April minutes to amend Holly Irwin's last name from Cuneo to Irwin. Seconded by Bob all in favor motion carried. Marybess motioned to accept minutes with the correction. Seconded by Doreen all in favor motion carried.

Action List:

- 1.) Amend Holly Irwin last name: No action needed did minute amendment.
- 2.) Sign Resolution for MA- Doreen motioned to accept the resolution for the Municipal Authority to continue as the authority for another 50 years. Seconded by Alan all in favor motion carried.
- 3.) Verify Code Officer pay: Bob motions to pay Part time Code Officer \$12. Seconded by Alan all in favor motion carried.
- 4.) Pro-Temp appointed- Since Bob Wertz resigned need to appoint new Pro-Temp. Marybess motion for Alan Brooks, who declined position. Doreen motion for Holly Irwin to take over as Pro-Temp. Seconded by Bob all in favor motion carried.
- 5.) Ad for Spring Cleanup- Doreen motioned to advertise a line ad in color in the Penny saver. Seconded by Marybess, all in favor motion carried. Also mentioned to advertise on website and Facebook with notes about what residents can bring.
- 6.) Gift Card review- Alan- secretary located \$500 Gift card purchase in 2019 approved by council and a check for \$1055.20 for gift and mileage paid in 2020 approved by council. No 1099 found for either year. Alan wants us to check with accountant see if 1099 done.
- 7.) Meeting postings: Alan would like emails sent out to all council members to inform them when there are committee meetings. He would also like it put on the borough webpage calendar to inform the community as every community member has the right to attend the committee meetings. Bob also recommended emailing council members a draft of minutes prior to the next meeting so they can review them before coming to meeting to make any amendments. Not able to post on website till council adopts minutes. Also need to post location of meetings.

Mayor Wilcox: Farmer Market will start July 9th. He wants to talk with Doreen about Food Pantry see if they can move the location of food pantry on their Saturday once a month. Doreen state impossible to move pantry as they need to keep food in cold storage and there is so much food it can't be moved to different location. John LaVancher states it cannot be moved its their mission work to hold the food pantry at their church. DJ and Mayor will get together to see what they can do about setup, so it doesn't affect the food pantry or the vendors of the Farmers Market. Williamson History Club sold Hometown hero banners. Banners came in the Mayor and Brennan Wood worked together to get some of the banners up they will get rest up soon.

Committee Reports:

- A. **Administration and Finance:** Marybess motioned to pay bills for Borough, Sewer, and Pool for month. Seconded by Bob all in favor motion carried.
- B. **Police Safety:** Bob reports we have had 3 applicants and they will start interviewing next couple weeks.
- C. **Public Works/Sewer/Facilities:** DJ report attached. Pump he sent in is not fixable. Lawrence township has extra pumps working with them on cost. Have been pumping water out of pool. Noticed needs caulking done on pool before filling it again. DJ reports dike mowing will increase this year by \$100 each time they mow which is 2 times a year. Motion made by Doreen to have check ready for Egleston's to be paid the day he mows Memorial Day and TOHD. Seconded by Alan all in favor motion carried. Need to get out and look at sidewalks.
- D. **Grants:** Nothing new
- E. **Tree/Sidewalk/Park&Rec/Pool:** Marybess reports we have had several applicants for pool staff. We also need to have meeting with Gannon to discuss the Bonding vs Employee theft policy we currently have for pool employees. Lifeguard certification will be reimbursed to employee when they complete their first year \$50 then for each year after that another \$50.
- F. **Ordinance:** Firework ordinance add that fireworks are allowed on the 4th of July between 6:00pm-11:00pm. Per Alan the Mayor and Council must approve the permit for firework displays for special events. Jeff handed out updated ordinance for council to review. Doreen motioned to accept new resolution for Firework ordinance for Jeff to advertise for 1 week and for adoption at the next meeting. Seconded by Bob all in favor motion carried. Joan will make Firework Permit for adoption at next meeting.

EXECUTIVE MEETING-PERSONNEL MEETING: 7:20-7:37. WATER AUTHORITY WAS INVITED TO ATTEND EXECUTIVE MEETING-NO ACTION TAKEN

- G. **Personnel Committee-**Bob reports they interviewed several candidates for code officer. They have made decision to hire Clifford Matteson for Code Enforcement Officer part time 30 a week during training and 20 hours after that at \$12 per hour with a probation status of 90 days. Seconded by Marybess, all in favor motion carried. Employee evaluations completed. All employees had outstanding reviews. Bob recommends 3% raise for all employees with raise effective July 1st,2022. Seconded by Alan all in favor motion carried.

New Business:

- 1. Election Day Office is closed to public, but staff will work.
- 2. Notary Cost for Joan- Motion made by Marybess to pay up to \$165 for Joan to continue getting Notary license. Seconded by Doreen all in favor motion carried.
- 3. New Title 8 Borough Code Updates- Marybess motion to order new books to update all Borough code books. Seconded by Holly all in favor motion carried.

Meeting adjourned at 8pm by Bob and seconded by Marybess.

Notes taken by Joan Stone, Secretary