

Borough of Tioga
Meeting Minutes
November 4, 2024

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

Debra Relaford, President	Bill Preston, Vice President	Brennan Wood
Lucas Sargent	Alan Brooks	
DJ Warriner, Borough Manager	Shenelle Brockway, Secretary/Treasurer	

Absent: Solicitor, Chris Lantz, Ben Shutter, George Lamprinos, Mayor David Wilcox

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 Bill, seconded by Brennan, all in favor, motion carried.

Motion to approve October 7, 2024, regular meeting minutes and October 22, 2024, special meeting with the expectation of correcting the spelling of millage by Lucas, seconded by Deb, all in favor, motion carried.

Public Comment

Donna: no comment

Dan: wants to thank the finance committee and borough for helping buy the water rescue gear and the payment for the contract.

Steve: good

Mary Bess: question regarding if there is a code enforcement officer. Deb stated that it will be discussed later.

Executive Session

Begins at 6:04pm and ends at 6:24pm to discuss late rent from upstairs, code enforcement, and sewer rates.

Motion to have borough take needed steps to bring the nonpayment of rent to resolution by Alan, seconded by Lucas, Brennan abstains, all in favor, motion carried.

Motion to advertise for \$14/hour for a part time code enforcer by Brennan, seconded by Bill, all in favor motion carried.

Sewer rates will be discussed later in the meeting.

Old Business

- Appointing of Emergency Response Coordinator, Alan states that there is nothing new.

Official's Reports

Mayor David Wilcox: Not present

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TBMA, David Wilcox, Chairman: Not present

Borough Manager, DJ Warriner: DJ reads the list, attached to meeting minutes.

Motion to have Rerring to come out to fix the grinder, up to \$2,000 made by Brennan, seconded by Lucas, all in favor, motion carried.

Committees

Finance, Administration & Technology

- Shenelle discussed the treasurer's report.

Motion to pay November bills made by Brennan, seconded by Bill, all in favor, motion carried.

- Budget 2025 proposed budget has been published in the newspaper, will need to adopt the budget at December's meeting.
- The finance committee will be meeting on 11/19/24 at 5:30pm.

Personnel

- The committee will be meeting on 11/12/24 at 5:30pm to discuss employee contracts.

New Business

- Auditors will be here in November to discuss 2023 audit.
- Steve from Gannon Insurance was here on 10/24 to discuss insurance. We do not have the new rates yet.
- Updating the sewer rates for 2025. To make the budget balance for sewer the rates would need to be raised \$1.00 and the minimum usage to 2500 from 3500. Most people will only see an increase in \$1.00 however those that use over the 2500 will see another \$8.50 increase. Sewer rates have not increased since 2020. Alan asks about getting figures for the sewer rates so we can make sure we have explored all options. This is tabled until next month.
- 2025 fire department contract, Tuesday 11/19/24 the finance committee will be meeting, and it can be discussed during that meeting. No decisions will be made during that meeting.

Meeting Adjourned at 6:45pm. Motion made by Brennan, seconded by Bill.

Minutes respectfully submitted by _____.

Shenelle Brockway
Secretary/Treasurer