

MEETING MINUTES

April 1, 2025 - 5:00 PM

Being a quorum present, the meeting was called to order with the Pledge of Allegiance at 5:00 PM by Council President, Dennis W. O'Toole. Those in attendance were:

Dennis W. O'Toole, President

Bernadette K. Holzer

Thomas L. Mohney

Jamie L. Say

Clifford Custer

Cindy Crytzer, Secretary

Mary Ann Stanziano, Admin. Assistant

Also in attendance were: resident Bryan Gorman; Erik Wise, Michelle Heath and Kory Mallory.

Public Comment: Erik Wise informed the Council that he recently purchased a property in the Borough on Lookout Street. Historically, access to the property has been through the adjacent school parking lot. However, the school owner has since restricted public access to their property, thereby eliminating this route. As a result, Mr. Wise's tenant can only access the residence via an informal pathway located on the opposite side of the house. This alternative route is not a sustainable long-term solution, and the tenant's vehicle has sustained damage while using it.

Mr. Wise requested that the Borough consider opening Lookout Street for public access. Currently, Lookout Street is a right-of-way, not a dedicated Borough road, and a portion of the right-of-way may be obstructed by a parking lot associated with the school property. He suggested that grant funding might be available to assist with road development, allowing for gradual improvements over time to accommodate the two residences on Lookout Street.

Cindy reported that she directed the public works staff to investigate the presence of survey pins on the property to determine the exact location of the right-of-way. The Council requested that Cindy further examine the process and costs associated with formally dedicating the right-of-way as a Borough road.

Minutes: A motion was made by Jamie Say to approve the March 18, 2025 Council minutes as revised, 2nd by Tom Mohney, motion carried

192 **Bills:** March bills and bill list reviewed. A motion was made by Bernadette Holzer to approve payment of the March, 2025 bills, 2nd by Cliff Custer, motion carried

Correspondence: None

Old Business:

- **Enforcement Notices:** 204 Sherman St. – New owners closed last week. Denny suggested that Cindy mail copies of the Clouner violation notice to the new owners to see what their intent is for the property; 103 May St. – Demo in process; 624 Elm St. – Cindy to follow up; 142 Elm St. Curiosity Shop – Demo in process almost done; 424 Elm St. – Repairs in process; 108 S. Elm St. – Solicitor has documentation and is preparing a complaint to be filed with the MDJ.
- **Dale Street Water/Sewer Project:** See motion under the Library Storm project below.
- **Library Storm Water & Sanitary Sewer Project:** Bernadette Holzer moved to authorize the execution of the Dale Street and Library project contracts with Terra Works on behalf of the Borough, 2nd by Tom Mohney, motion carried. Cindy stated the contracts signed by Terra Works were mailed on Monday. Cindy will call Denny when the contracts are received. Council reviewed the revised Permanent Easement with the Wimers. Jamie Say moved to authorize the execution of the Easement on behalf of the Borough, 2nd by Cliff Custer, motion carried.
- **Tionesta Creekside Park Upgrades:** Nothing new
- **Davis Building Demo Project:** Nothing new
- **Library Renovation:** To resume shortly
- **Landfill Remediation:** Phase I in process with the US EPA

New Business:

- **DEP Water Inspection Report dated 3/26/25:** Reviewed. No findings. Denny shared that he had asked Cindy to have Curt address each of the directives/suggestions set forth in the report. Cindy and Curt will create a memo of Curts suggestions for council.
- **Proper Grant Application - \$20,000 for library parking lot resurfacing:** Jamie Say moved to authorize Cindy to submit the application, 2nd by Tom Mohney, motion carried.
- **Proper Grant Application - \$3,500 for benches and garbage cans for the Farmer's Market:** Bernadette Holzer moved to authorize Cindy to submit the application, 2nd by Jamie Say, motion carried.
- **Council Run COE Inspection:** Memo from Cindy to Council dated 3/26/25 reviewed. The COE has agreed to prioritize the update of the facility improvements in the

COE emergency system. At this point, if a major rain event occurred and the structure was damaged, the Borough would not qualify for emergency funding to make the repairs. A team of COE engineers must conduct an inspection of the structure to verify compliance. Once the process is complete, the structure would qualify for emergency funding.

- **Public Works Equipment:** Cindy reported that a Tablet was needed for the public works employees to be able to access the GIS mapping system while in the field. Jamie moved to authorize up to \$500 to purchase a Tablet, 2nd by Cliff, motion carried.

Executive Session: Cliff Custer called for an executive session regarding real estate matters at 6:12 pm, 2nd by Jamie Say. Regular session resumed at 6:19 pm. No action taken.

Reports:

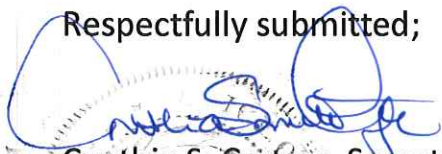
- **Mayor** – None
- **President** – None
- **Committees** – None
- **Sheriff** – None
- **Library** – Minutes from the library board meetings on 11/6/24 and 1/8/25 reviewed. Memo from Cindy to Council dated March 27, 2025 reviewed. The library board and the Arts Council would like to partner again to create and install another piece of art for the library. Jamie Say moved to approve library art mural project as presented, 2nd by Tom, motion carried.
- **EHB** – None
- **COG** – Meeting 4/2/25
- **TCC** – None
- **Ambulance Board** – None
- **Zoning Hearing Board** – None
- **TMA** – Met 3/25/25. Tom Mohny reported that the meeting mainly consisted of review of reports. The Elm St sewer line replacement project is awaiting a notice to proceed from the ARC/DCED to put the project out to bid. The LSA grant application for the clarifier replacement project was submitted in November. The STP plant was inspected by the DEP on 2/27/25 with no findings. The 2024 Chapter 94 report was submitted by Keller Engineers. The 2023 annual audit with no findings was reviewed.
- **Planning Commission** – None

Roundtable: A dog owned by the Dando’s on Dale St. extension has been running loose through the borough. Cindy will contact the owners to rectify the situation. Starting next

194 month, Cliff can't meet on Tuesdays. Thursday was the day of the week that everyone present was available for Council meetings. Tentatively, the first meeting in May will mark the move from Tuesdays to Thursdays with meetings on the first and third Thursday of each month. Cindy will put on the 4/15/25 agenda to make this change official and then a notice will be published in the Forest County News Journal to notify the public.

Tom Mohney moved to adjourn, 2nd by Jamie Say. Meeting adjourned at 6:32 pm

Respectfully submitted;



Cynthia S. Crytzer, Secretary

