

MEETING MINUTES

April 7, 2026 - 5:00 PM

Being a quorum present, the meeting was called to order at 5:04 PM by Council President, Dennis W. O'Toole with the Pledge of Allegiance being recited. A moment of silence was observed in memory of the recent passing of Mayor, Judy McDaid – she will be missed. Those in attendance were:

Dennis W. O'Toole, President

Melissa Hale

Joshua Gilliland

MaryAnn Stanziano, Admin. Assist.

Bernadette K. Holzer, V. President

Brian Phillips

Cindy Crytzer, Secretary

Also present was resident Bryan Gorman

Public Comment: None

Approvals:

- **Minutes:** March 17, 2026 minutes reviewed. A motion was made by Bernadette Holzer to approve the March 17, 2026 minutes as revised, 2nd by Josh Gilliland, motion carried
- **Bills:** Paid March bills and bill list reviewed. A motion was made by Josh Gilliland to pay and approve payment of the March, 2026 bills, 2nd by Melissa Hale, motion carried

Correspondence: Letter from Forest Area School District to the Borough dated 2/26/2026 reviewed. The district declined assisting the Borough with the expense of the new computer tax collection equipment.

Old Business:

- **Enforcement Notices:** 103 May St. – Demo in process; 626 Elm St. – Owner has retained council to address title issues; 424 Elm St. – Repairs in process; 107 Walnut St. – Nothing new
- **Creekside Park Upgrades & Maintenance:** Denny reported that there is a tree down at the park and the merry go-round needs a repair. Cindy will let Curt know
- **Davis Building Demo Project:** Demo completed. Cindy is processing payment to the contractor, Michael Beichner Contracting, LLC

- **Landfill Remediation:** Cindy has a virtual meeting scheduled with the USEPA and Batta Environmental on Thursday, 4/9/26
- **Strategic Management Planning Program (STMP):** Waiting on a report/recommendations from consultants with the University of Pittsburgh. Cindy is expecting next week
- **Upper Council Run Repair Project:** Nothing new
- **Catch Basin Repair Bridge/Williams Streets:** Terra Works is in town. Cindy will remind them of this repair
- **Dale Street Ex. Parking:** Nothing new

New Business:

- **Fill the Mayor Office Vacancy:** After discussion, Cindy will place a notice in the Forest County News Journal and on the Borough's Facebook page soliciting letters of interest or resumes to fill the vacancy until the next election
- **Employee's Pension Plan:** Cindy presented the information on the pension plans with PSAB and PSATS. She explained that she met with the employees to discuss the options. After discussion, Bernadette Holzer moved to move the employee pension plan to PSATS, 2nd by Josh Gilliland, motion carried
- **Letter of Support Request requested by the Oil region Alliance of Business, Industry & Tourism for the Allegheny River Water Trail Management Plan:** The water trail runs on the Allegheny River past Tionesta. There is a total of 107 river miles in the trail that includes Warren County to the north and south past Tionesta Borough. The Oil Region Alliance has secured funding to develop a comprehensive management plan for the water trail and has asked for support for the project. Melissa Hale moved to authorize Cindy to send a letter of support for the project, 2nd by Brian Phillips, motion carried
- **Easement Agreement between The Borough and The United Methodist Church/Lamb of God:** The proposed draft of the agreement was reviewed. Suggestions were made for two changes. Cindy will revise the agreement, finalize the dimensions of the legal description and contact the Church for their review and execution. Melissa Hale moved to approve the Easement Agreement as revised, 2nd by Bernadette Holzer, motion carried
- **File Destruction Resolution # 2026-8:** Resolution reviewed. Brian Phillips moved to adopt the resolution as presented, 2nd by Josh Gilliland. Roll call vote as follows: Melissa Hale, Aye; Josh Gilliland, Aye; Bernadette Holzer, Aye; Brian Phillips, Aye; and Denny O'Toole, Aye. Resolution No. 2026-8 was adopted

Executive Session: None

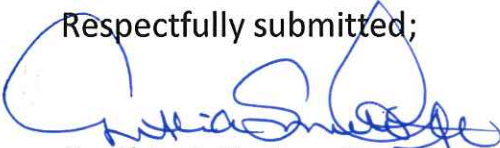
Reports:

- **Mayor** – Cindy will publish a notice on Facebook and in the *Forest County News Journal* seeking individuals interested in filling the vacant Mayor position until the next election. Interested candidates should submit a letter of interest or résumé for Council's consideration
- **President** – None
- **Committees** – Personnel: Bernadette reported that the Personnel committee met with the public works employees. All is good
- **Sheriff** – February patrol report reviewed
- **Library** – The Library, Historical Society and the Borough are collaborating on the old Methodist Church Cemetery located next to the library. Geology Professor, Dan Harris with PennWest University, California Campus is coming to Tionesta to conduct an onsite one-day GPR survey to determine where disturbances in the ground are occurring. This will help to determine how many remains may be left in the cemetery and where they are located
- **EHB** –Next Meeting 4/29/26 @2:30 PM
- **COG** –Met 4/1/26. Draft minutes reviewed. The COG has applied for three grants for the countywide wayfinding signage project. The ARC grant application was for \$33,000 and an application for a Municipal Assistance Program grant through the PA DCED was submitted for \$47,475. The PA Wilds has awarded a grant to the COG and the Woods & Waters Alliance for \$14,475. This is for phase one of the project. No contributions from municipalities are required. At the January meeting, Cindy was directed to send a letter to the Commissioners to express the Council's concern about the EMS situation in the county. Letter dated April 2, 2026 to Commissioners reviewed
- **TCC** – None
- **Ambulance Board** – Next meeting 4/27/26 @ 7 PM at the ambulance building. Cindy and Jamie met with Don Mason, Forest County EMA Director prior to the Council meeting today
- **Zoning Hearing Board** – None
- **TMA** – Met 3/24/26. Draft minutes of the meeting were reviewed. The Elm St. sewer line replacement project will be completed this spring. Contractor will begin the concrete restoration work in April. A grant application to the LSA program was submitted last November to replace both clarifiers at the sewer plant. If the grant is not awarded to the Authority, a backup plan with Penvest is being explored
- **Planning Commission** – Meeting April 30, 2026 @ 5:15 PM to review/finalize the application form, guidelines etc. for the Façade Improvement Program. Cindy received notice this week that the Borough has been awarded a \$100,000 grant for the Borough's program

Roundtable: Brian reported that the shed at the downtown park that had been used by the Tionesta baseball league is being emptied. Cindy reported that street sweeping will begin next week (Wed. & Thurs.)

Bernadette Holzer moved to adjourn, 2nd by Brian Phillips, motion carried. Meeting adjourned at 6:20 pm.

Respectfully submitted;



Cynthia S. Crytzer, Secretary