

TIONESTA BOROUGH COUNCIL
MEETING MINUTES
August 4, 2026 - 5:00 PM

307

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

Dennis W. O'Toole, President
Keyon Custer, Mayor
Brian Phillips
Cindy Crytzer, Secretary

Bernadette K. Holzer, V. President
Melissa Hale
Jamie L. Say

Also present was resident Bryan Gorman

Public Comment: None

Approvals:

- **Minutes:** July 21, 2026 minutes reviewed. A motion was made by Bernadette Holzer to approve the July 21, 2026 minutes as amended, 2nd by Melissa Hale, motion carried
- **Bills:** Paid July bills and bill list reviewed. A motion was made by Jamie Say to pay and approve payment of the July, 2026 bills, 2nd by Brian Phillips, motion carried

Correspondence:

- Letter from The Tionesta United Methodist Church reviewed. Because it was request by a church to use the pavilion for a church picnic, it was decided not to charge the \$75 rental fee. The \$50 deposit is still required. Jamie Say moved to waive the rental fee for the Methodist Church picnic, 2nd by Melissa Hale, motion carried

Old Business:

- **Enforcement Notices:** 103 May St. – Demo in process; 626 Elm St. – nothing new – no response from letter; 107 Walnut St. – Owner called this week to report that he has provided to Bureau Veritas the necessary paperwork to obtain a permit
- **Creekside Park Upgrades & Maintenance:** Denny reported that he met with Brent Taylor regarding building the banquet table at the pavilion. Cindy is waiting on an estimate/bid. The border around the front of the bathhouse was completed last week

- **Landfill Remediation:** In process – Nothing new
- **Strategic Management Planning Program (STMP):** The report from the University of Pittsburg was provided. After discussion, Cindy will add this matter to the next meeting agenda to further discuss the results and decide how to proceed with the recommendations contained in the report
- **Upper Council Run Repair Project:** Nothing new. Denny asked Cindy to have the public works department paint the handrails (black) on Elm Street
- **Dale Street Ex. Parking:** Initial draft reviewed. Bernadette Holzer moved to authorize Cindy to advertise the proposed Ordinance, 2nd by Melissa Hale, motion carried. The Ordinance also includes an update for stop sign locations

New Business:

- **Appoint Replacement for Vacant Council Seat:** Jamie Say moved to adopt Resolution 2026-11, 2nd by Melissa Hale. Roll Call vote as follows: Melissa Hale, Aye; Jamie Say, Aye; Bernadette Holzer, Aye; Brian Phillips, Aye; and Denny O'Toole, Aye. Motion carried. Resolution No. 2026-11 appointing Jayne M. Smail to fill the vacancy effective August 4, 2026 through December 31, 2029.
- **Former Vine St. School:** Cindy explained that the IDC/IDA would prefer not to apply for the USEPA study and if the borough is allowed by USEPA requirements, they want the borough to file. After discussion, Bernadette Holzer moved to authorize Cindy to file the application for the EPA study, 2nd by Melissa Hale, motion carried
- **Recreation Fund – Short Term CD Investment:** Cindy suggested investing some of the funds in the recreation account to bear more interest. A CD interest rate spreadsheet was reviewed with rates from Northwest Bank, FunBank and Janney Montgomery Scott. If FunBank is willing to bring their CD rate up a bit, Council would prefer to do business with them. If not, then invest \$40,000 through Janney Montgomery Scott. Jamie Say moved to invest in a short-term CD as stated above at the best rate available, 2nd by Melissa Hale, motion carried

Executive Session: None

Reports:

- **Mayor** – Mayor Custer stated he will be in the Indian Festival Parade
- **President** – None
- **Committees** – Personnel to meet on August 11 to interview Tim Carll and Ben Baird separately for the public works director position
- **Sheriff** – None
- **Library** – None

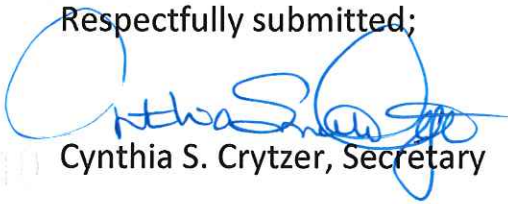
- **EHB** –Met 7/29/26. Denny reported that the board agreed to pay for a new computer for Cindy as she's been having performance issues with her computer
- **Farmer's Market:** Melissa stated that she will officially be a vendor for the market on Fridays from Noon to 7 pm. Mary Ann, Bernadette and Cindy acted as a vendor two weekends ago and it went well. Very well received
- **COG** – Next meeting 10/7/26 @ 4:30 PM
- **TCC** – Met 7/27/26 – Josh attended and will give his report at the next meeting
- **Ambulance Board** – Jamie reported that an ambulance service employee took a complaint to the board that employees have been approached in public about decisions being made by the ambulance board and financial issues. The ambulance board agreed that it was inappropriate for that to occur and Jamie reiterated that the board meets on the third Monday of each month @ 7 PM and if a resident has a concern that he/she would like addressed, this is the appropriate venue, not in public to an employee who has no control over the board's actions. There will be a "Fill the Bag" fundraising drive downtown on Friday, August, 14. Jamie will be working it from 5-6 PM
- **Zoning Hearing Board** – None
- **TMA** – None
- **Planning Commission** – Façade grant meeting 9/10/26

Roundtable: Melissa asked why the figures in the STMP report showed fewer full-time residents over the years. Denny and others responded that fewer businesses and fewer available jobs are a big part of the problem. Melissa commented that economic development should be an important focus for the borough. Bernadette shared that this Saturday (8/8) is the Trash and Treasure event and the car show is also on the 8th from 1-4 PM. If weather is a problem for the car show, it will be moved to the 9th. There will also be a truck event on the 8th from 1-4 PM. Bernadette asked for permission to close a portion of Walnut St from the alley behind the antique shop to the Stizinger house. Jamie Say moved to close a portion of Walnut St from the alley behind the antique shop to the Stizinger house, 2nd by Brian Phillips, motion carried. Brian reported a tree limb down next to the tennis courts. Cindy stated that cleanup is in process. Council thanked Norm Wimer for his donation of workstation phones to the borough. Thank you for your dedication to the Borough, Norm & Patty. Cindy reported that the 2024/2025 liquid fuels audit was completed today and went very well. The official report should be coming in the not-too-distant future. She also shared the upcoming Arts Council event in the Market Village on 8/29. The Arts Council is asking permission to use the sidewalk in front of the IDA/IDC empty lot on Elm St for a chalk art activity for kids. Jamie Say moved to authorize the Arts Council to use the sidewalk for 8/29, 2nd by Bernadette Holzer, motion

310 carried. Denny asked Cindy to follow-up with Robin at the courthouse on the status of the reimbursement payment for the Davis building demo project

Jamie Say moved to adjourn, 2nd by Brian Phillips, motion carried. Meeting adjourned at 6:29 pm.

Respectfully submitted;



Cynthia S. Crytzer, Secretary