

**TIONESTA BOROUGH COUNCIL  
MEETING MINUTES  
December 17, 2024**

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	Bernadette K. Holzer
Judith M. McDaid, Mayor (Via Telephone)	Christine A. Hendryx
Thomas L. Mohny	M. Rowan Rose
Jamie L. Say	Cindy Crytzer, Secretary
Mary Ann Stanziano, Admin. Asst.	

Also in attendance was resident Bryan Gorman

**Public Comment:** None

**Public Works Report:** None

**Minutes:** A motion was made by Jamie Say to approve the December 3, 2024 Council meeting minutes as revised, 2nd by Bernadette Holzer, motion carried.

**Financial:**

- Account Balances 11/30/24: Reviewed
- Revenue & Expense Statement 11/30/24: Reviewed. Christine Hendryx moved to accept the Revenue & expense Statement as presented, 2<sup>nd</sup> by Tom Mohny, motion carried.

**Correspondence:** None

**Old Business:**

- **Enforcement Notices:** 204 Sherman St. – In process of being sold via bid; 103 May St. – Demo in process; 624 Elm St. – Emailed owner, no response; 142 Elm St. Old Curiosity Shop – Demo in process; 106 S. Elm St. – Permits in process for demo; 424 Elm St. – Repairs in process; 108 South Elm St. – Violation notice send 11/29/24. 90 days given to make repairs.

- **Dale Street Ext. Water Project:** In order to obligate a portion of the APRA funds, a MOU or Interagency Agreement must be executed. This has to be done and the projects filed and funds obligated by 12/31/24 or the remaining ARPA funds must be sent back to the US Treasury. Jamie Say moved to authorize the execution of the Interagency Agreement or MOU for this project, 2<sup>nd</sup> by Rowan Rose, motion carried.
- **Library Stormwater/Sewer Project:** In order to obligate a portion of the APRA funds, a MOU or Interagency Agreement must be executed. This has to be done and the projects filed and funds obligated by 12/31/24 or the remaining ARPA funds must be sent back to the US Treasury. Jamie Say moved to authorize the execution of the Interagency Agreement or MOU for this project, 2<sup>nd</sup> by Rowan Rose, motion carried.
- **Creekside Park Upgrades & Maintenance:** If ARPA funds are needed, Cindy has to obligate the funds to any park update project, if needed. In order to obligate a portion of the APRA funds, a MOU or Inter Agency Agreement must be executed. This has to be done and the projects filed and funds obligated by 12/31/24 or the remaining ARPA funds must be sent back to the US Treasury. Jamie Say moved to authorize the execution of the Interagency Agreement or MOU for this project, 2<sup>nd</sup> by Rowan Rose, motion carried.
- **Davis Bldg. Demo:** County received contract from the State – Commissioners to execute and return to the DCED/State.
- **Library Renovation Project:** On hold due to weather.
- **Landfill Remediation:** Nothing new.

#### **New Business:**

- **TMA – Elm St. Sewer Line Project:** MOU/ Agreement for ARPA Funding. In order to obligate a portion of the APRA funds, an MOU must be executed between the Authority and the Borough. This has to be done and the projects filed and funds obligated by 12/31/24 or the remaining ARPA funds must be sent back to the US Treasury. Jamie Say moved to authorize the execution of the MOU between the Authority and the Borough for this project, 2<sup>nd</sup> by Bernadette Holzer, motion carried
- **2025 Sheriff Patrol Contract with Forest County:** Agreement reviewed. Bernadette Holzer moved to authorize Denny O'Toole to execute the agreement, 2<sup>nd</sup> by Christine Hendryx, motion carried.
- **Review and Adopt 2025 Budget:** Tom Mohny moved to adopt the 2025 proposed budget, 2<sup>nd</sup> by Rowan Rose. Roll call vote as follows: Tom Mohny,

Aye; Christine Hendryx, Aye; Jamie Say, Aye; Bernadette Holzer, Aye; Rowan Rose, Aye; Denny O'Toole, Aye. 2025 budget adopted.

- **Adopt Resolution No. 2024-8 Fixing Tax Rate for 2025:** Jamie Say moved to adopt Resolution No. 2024-8 as presented, 2<sup>nd</sup> by Bernadette Holzer. Roll call vote as follows: Tom Mohney, Aye; Christine Hendryx, Aye; Jamie Say, Aye; Bernadette Holzer, Aye; Rowan Rose, Aye; and Denny O'Toole, Aye. Unanimous. Resolution No. 2024-8 was adopted.
- **Adopt 2025 Water Rate Ordinance No. 308:** Rowan Rose moved to adopt Resolution No. 2024-8 as presented, 2<sup>nd</sup> by Tom Mohney. Roll call vote as follows: Tom Mohney, Aye; Christine Hendryx, Aye; Jamie Say, Aye; Bernadette Holzer, Aye; Rowan Rose, Aye; and Denny O'Toole, Aye. Unanimous. Ordinance No. 308 was adopted.
- **End of Year 2024 Budget Transfers:** Information reviewed and discussed. Christine Hendryx moved to authorize Cindy to transfer \$3,268.65 from a Capital Account to the Water account, 2<sup>nd</sup> by Rowan Rose, motion carried.
- **2024 Comp Time Approval:** Information reviewed. Jamie Say moved to pay the employees listed on the itemized spreadsheet, plus any additional hours that are worked for emergency purposes, 2<sup>nd</sup> by Bernadette Holzer, motion carried.
- **2025 Council Meeting Dates:** Meetings will be held on the first and third Tuesday of each month at 5 PM at the Borough office, except that the second meeting in May will be on Wednesday, 5/21 @ 5 PM and the first meeting in November will be on Wednesday, 11/5 @ 5 PM. Organizational meeting will be held on 1/6/25 @ 5 PM.

**Executive Session:** Executive Session was called @ 5:58 PM for a personnel matter. Regular session resumed at 6:13 PM.

#### Reports:

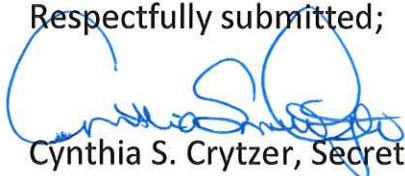
- **Mayor:** None
- **President:** None
- **Committees:** Personnel meeting 1/6/25 @ 4:05 PM. Kent Ralston has resigned/retired from his position effective 12/31/24. Cindy will post the public works staff job opening on the Borough's website. The job has been posted on Facebook.
- **Sheriff:** November Patrol Report reviewed.
- **Library:** Meeting on 1/8/25

- **EHB:** None
- **COG Report:** None
- **TCC Committee:** None
- **Ambulance:** Judy McDaid reported that there were 29 calls last month and most were responded to by the service. 2025 memberships are pouring in ahead of last year's rate at this time. Though Judy was appointed as the borough's ambulance service delegate for her lifetime, Rowan Rose moved to officially appoint Judy McDaid as the Borough delegate for 2025, 2<sup>nd</sup> by Tom Mohney, motion carried.
- **Zoning Hearing Board:** None
- **TMA:** None
- **Planning Commission:** None

**Roundtable:** Tom asked when the large trash carts distributed by Waste Management (WM) will be traded out for the small ones (for those who called WM and requested a small cart). Cindy said she didn't know but would follow up with WM. Chrstine Hendryx stated that she had heard that the County was raising taxes for 2025. Bernadette stated that the TCA "Lights Up" event & parade were a success.

Jamie Say moved to adjourn, 2<sup>nd</sup> by Christine Hendryx, motion carried. Meeting adjourned @ 6:26 pm.

Respectfully submitted;



Cynthia S. Crytzer, Secretary