

**TIONESTA BOROUGH COUNCIL
MEETING MINUTES
January 16, 2024**

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
Christine A. Hendryx
Christi J. Black
M. Rowan Rose
Kent Ralston, Public Works Director

Judith M. McDaid, Mayor
Bernadette K. Holzer
Jamie L. Say
Thomas Mohney
Mary Ann Stanziano, Admin. Asst.

Public Comment: None.

Public Works Report:

Minutes: A motion was made by Bernadette Holzer to approve the January 2, 2024 Council meeting minutes as presented, 2nd by Christi Black, motion carried.

Financial:

- Account Balances 12/31/23: Reviewed. Tom had questions on balances. Mary Ann will have Cindy address it at the next meeting.
- Revenue & Expense Statement 12/31/23: Reviewed. Jamie Say moved to accept the financial information/reports as presented, 2nd by Christine Hendryx, motion carried.

Correspondence:

- **Email from Cody Magill to Cindy dated 1/3/24 Re: Library Heating Quotes:** Email and quotes reviewed. Jamie Say moved to accept the bid submitted by Ted Whitney Heating & Air Conditioning, Inc for \$9,550.00, 2nd by Bernadette Holzer, motion carried. Said bid covers replacing both the furnace and the A/C as well as a 2 year maintenance agreement.
- **Letter from Andrea Stapleford to Council dated 12/12/23 Re: 2024 Retainer Agreement:** Rowan Rose moved to authorize the execution of the retainer agreement, 2nd by Tom Mohney, motion carried.

- **Letter from Forest County Conservation District Director, Donna Zofcin dated 1/2/24 Re: Stormwater Ordinance Memorandum of Understanding:** Reviewed. Rowan Rose moved to authorize the execution of the Memorandum of Understanding, 2nd by Christi Black, motion carried.
- **Letter from the Tionesta Ambulance Service dated 12/1/23 Re: Annual Municipal Contribution:** Reviewed. The Elderly Housing Board will remit payment on behalf of the Borough.

Old Business:

- **GIS Mapping:** Nothing new.
- **Enforcement Notices:** 204 Sherman St – nothing new; 129 Elm St. –in process; 103 May St. – nothing new; 624 Elm St – nothing new; 306 Williams St. – Nothing new; 142 Elm St. Old Curiosity Shop – nothing new.
- **Dale Street Ext. Water/Sewer Project:** Nothing new.
- **Library Stormwater/Sewer Project:** Nothing new.
- **Creekside Park Upgrades:** Email from Andrea to Cindy dated 1/2/24 reviewed. To be addressed at the next meeting.
- **Logo:** Next meeting.
- **Speed Limit Signs/Ordinance & Child at Play Signs:** Nothing decided. To be addressed at the next meeting.

New Business:

- **Memo from Cindy to Council dated 1/5/24 Re: Fee Resolution:** Information reviewed. Due to increased personnel costs, water leak/repairs and opening plugged sewer lines will go from \$25 per hour per man to \$34 per hour per man. Cindy will prepare a new Fee Resolution for the next meeting.
- **Memo from Cindy to Council dated 1/5/24 re: Employee Handbook:** Memo reviewed. There are a few conflicting statements in the handbook that should be addressed. This matter to go before the Personnel Committee. Cindy will schedule a meeting.

Executive Session: None.

Reports:

- **Mayor:** None.
- **President:** None.
- **Committees:** None.

- **Sheriff:** None.
- **Library:** None.
- **EHB:** Met today. Denny reported nothing but standard business occurred.
- **COG Report:** Email re: EMCs 2/7/24. The COG's next meeting is 2/7/24 and Cindy has sent out an email to all the municipalities inviting them to hear from Don Mason re: Emergency Management Coordination. Tom Mohney will attend the meeting. Minutes from the 1/3/24 meeting were reviewed.
- **TCC Committee:** Meeting next week.
- **Ambulance:** Judy presented a Call Report for all of 2023. A total of 37 calls in the Borough for 2023. A new full time 40 hours a week employee was hired. One full time employee was out on medical leave, but is back in a limited duty capacity.
- **Zoning Hearing Board:** None.
- **TMA:** Meeting 1/23/24 @ 7 PM.
- **Planning Commission:** Meeting 1/25/24 @ 5:30 PM.

Roundtable: None.

Christi Black moved to adjourn, 2nd by Rowan Rose, motion carried. Meeting adjourned.

Respectfully submitted;


Mary Ann Stanziano,
Administrative Assistant