

**TIONESTA BOROUGH COUNCIL
MEETING MINUTES
January 17, 2023**

Being a quorum present, the meeting was called to order with the Pledge of Allegiance at 5:00 PM by Robert G. Holzer. Those in attendance were:

Robert G. Holzer, President	Dennis W. O'Toole, Vice President
Judith M. McDaid, Mayor	Bernadette K. Holzer
Jamie Say	M. Rowan Rose
Christi Black	Christine Hendryx
Cindy Crytzer, Secretary	Mary Ann Stanziano, Admin. Asst.
Kent Ralston, Public Works Director	

Public Comment: None.

Public Works Report: Kent reported that they have been berming and ditch cleaning. They removed/cut down the brush between the library lot and Tionesta Propane.

Minutes: A motion was made by Bernadette Holzer to approve the December 20, 2022 Council meeting minutes, 2nd by Christine Hendryx, motion carried. There are no minutes from 1/3/23 due to a lack of quorum.

Financial:

- Account Balances 12/31/22: Reviewed.
- Revenue & Expense Statement 12/31/22: Reviewed.
- December bills and bill list reviewed. A motion was made by Jamie Say to approve payment of the December, 2022 bills as presented, 2nd by Christi Black, motion carried.

Correspondence: None.

Old Business:

- **GIS Mapping:** Field work done – waiting on final product.
- **Walnut Street Storm Water Line Replacement:** Grant funds received from the County and Commonwealth.

- **Enforcement Notices:** 214 Elm – offer to purchase from Repository submitted. 129 Elm St. – restoration in process. 204 Sherman St – nothing new.
- **Council Run Rip-rap:** Planning on beginning the process to put out to bid in February. Engineer is working on the specs.
- **Dale Street Ext. Water Project:** CFA Grant application submitted.
- **Library Stormwater/Sewer Project:** Waiting on DEP Permit.
- **Lions Trail Signs:** Signs to be installed in the spring.
- **USDA Truck Grant/Loan:** Closing to take place on Friday, January 20, 2023 at the office. Truck to be delivered Monday/Tuesday.
- **Beach Park Dirt & Gravel Road Project:** In February Kent and Cindy will begin the process to put the project out to bid.
- **Beach Park Playground Equipment:** No update.
- **Library Trees:** Brown Bank has the project calendared for this year.
- **Pickle Ball Court:** No update.
- **2023 Sheriff Patrol Contract:** Meeting scheduled for 1/24/23 with the Commissioners. Denny, Jamie & Judy will be attending. If the County and Borough don't come to an agreement on the hourly rate for 2023, Council will contract with the Constable for patrol and ordinance enforcement.
- **Constable Information:** Reviewed.

New Business:

- **2021 TVFD (relief association) Audit:** Reviewed.
- **2023 Tax Data Agreement:** Rowan Rose moved to authorize Bob Holzer to sign the Agreement between the County and Boro for the County to print the tax bills and provide access to the tax collection software; and to authorize the payment of \$275.00 for these services, 2nd by Bernadette Holzer, motion carried.
- **Appointments:** Jamie Say moved to appoint the following to boards or committees: Jim Knauff, Zoning Hearing Board 3-year term; Rowan Rose to the Planning Commission 4-year term; Robert G. Holzer as the NIMS Emergency Management Coordinator 1-year term; Donald Hall, Vaughn Ralston, Robert G. Holzer and Rowan Rose, all for 5-year terms on the Municipal Authority Board; Vic Moody as the 2nd alternate and Jim Haslett, Tionesta Property Maintenance Code Appeal Board, both for 3-year terms.
- **Tax Collector Resignation:** Kathy Hall declined the appointment. Jamie Say moved to enter into a Tax Collection agreement with the School District to

collect the 2023 school taxes and to enter into a Tax Collection agreement with the County or a Joint Municipal Tax Collection Agreement with Hickory Township, allowing the Hickory Township Tax Collector to collect the County taxes for 2023, 2nd by Rowan Rose, motion carried. The vacant tax collector office will be on the 2023 election ballot.

- **Beach Park Fencing:** Kent will contact Jason with the COE to discuss the removal of the fence and reinstall a piece of the fence along the borough property line from the road, along-side the bathhouse down to the creek.
- **2022 Statement of Financial Interests:** Council members to complete and submit to Cindy.
- **2022 CD Reinvestment:** The library CD matures on 1/31/23. Jamie Say moved to authorize Cindy to get the best available rate for one year and reinvest the principal, 2nd by Christi Black, motion carried.
- **2023 Bid Threshold Requirements:** Information reviewed.

Executive Session: None

Reports:

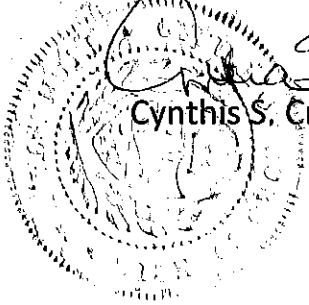
- **Mayor:** None.
- **President:** None.
- **Committees:** None.
- **Sheriff:** December Patrol Report reviewed.
- **Library:** Fourth quarter library financial reports and 11/2/22 minutes reviewed. Rowan reported that due to Carla's retirement, the board is having a special meeting to begin the process of filling her position as library director.
- **EHB:** Met today. Denny O'Toole was elected to be Chairman.
- **COG Report:** Next meeting 2/1/23 @ 6:30 pm.
- **TCC Committee:** Meetings to be held 1/23/23 & 7/24/23 at the Green Township Building.
- **Ambulance:** Judy McDaid presented the 2022 Annual Report. There was a total of 76 calls from the Borough for the year. Average response time was 11 minutes. The service has one part-time evening/weekend employee and all other calls are handled by the volunteers. The board is currently in the interview process.
- **Zoning Hearing Board:** None.

- **TMA:** None.
- **Planning Commission:** None.

Roundtable: None.

Jamie Say moved to adjourn, 2nd by Christi Black, motion carried. Meeting adjourned at 6:35 pm.

Respectfully submitted;



Cynthia S. Crytzer
Cynthia S. Crytzer, Secretary