

**TIONESTA BOROUGH COUNCIL
MEETING MINUTES
January 6, 2024 - 5:00 PM**

Being a quorum present, the meeting was called to order with the Pledge of Allegiance at 5:05 PM by Council President, Dennis W. O'Toole. Those in attendance were:

Dennis W. O'Toole, President	Bernadette K. Holzer
Thomas L. Mohney	Jamie L. Say
Christine A. Hendryx	Cindy Crytzer, Secretary
Mary Ann Stanziano, Admin. Assistant	

Also in attendance was resident Bryan Gorman

Public Comment: None

Minutes: A motion was made by Bernadette Holzer to approve the December 17, 2024 Council minutes, 2nd by Tom Mohney, motion carried

Bills: December bills and bill list reviewed. A motion was made by Tom Mohney to approve payment of the December, 2024 bills, 2nd by Jamie Say, motion carried

Correspondence:

- **Letter from Tionesta Ambulance Serviced dated 12/2/2024:** Reviewed. Borough's annual contribution is \$10,000
- **Email from Don Mason, Forest County EMC dated 12/22/2024:** Reviewed. Cindy to forward the email with attachments to the council members for their review. Flyer, Handbook was attached

Old Business:

- **Enforcement Notices:** 204 Sherman St. – No update. Cindy will follow up with Alyce Bush's office to see if the property has been put out for bids; 103 May St. – Demo in process; 624 Elm St. – Nothing new; 142 Elm St. Curiosity Shop – Demo in process; 106 S. Elm St. – Executed permits for demolition were sent to the County and Bureau Veritas today; 424 Elm St. – Repairs in process; 108 S. Elm St. – no response from the violation notice. 90-day period granted to make repairs
- **Dale Street Water/Sewer Project:** Nothing new
- **Library Storm Water & Sanitary Sewer Project:** Nothing new
- **Tionesta Creekside Park Upgrades:** Nothing new

- **Davis Building Demo Project:** Nothing new
- **Library Renovation:** On hold due to weather
- **Landfill Remediation:** Nothing new. IDA/IDC to meet in January

New Business:

- **Committee Appointments:** Tom Mohney moved to appoint the following for another term: Elaine Johnston, Zoning Hearing Board – term expires 12/31/2027; Clifford Custer, Zoning Hearing Board Alternate – term expires 12/31/2027; Andy Neely, Planning Commission– term expires 2/1/2028; Bernadette Holzer, Planning Commission – term expires 2/1/2028; Roxanna Johnson, Elderly Housing Board – term expires 12/31/2027; Denny O’Toole, Elderly Housing Board – term expires 12/31/2027; Ray Copeland, Emergency Management Coordinator – term expires 12/31/2025; Robert Wagner, Tionesta Municipal Authority board - Term expires 2/4/2029; Jeff Blum, Tionesta Property Maintenance Code Appeal Board - Term expires 12/31/2027; and Adam Lesko, Tionesta Property Maintenance Code Appeal Board - Term expires 12/31/2027; 2nd by Christine Hendryx, motion carried. Cindy will check with the above individuals to verify they will accept the positions and terms. Jamie Say moved to approve the 2024 borough council committee members for 2025, 2nd by Bernadette Holzer, motion carried
- **2025 Bid Thresholds for the Borough:** \$23,800 for public bid, \$12,900 for written/telephonic bids and \$23,800 for separate bids
- **Statements of Financial Interests for 2024:** Each council member will complete and return to Cindy for filing
- **Personnel Committee:** Denny reported that the committee met today at 4:05 pm to review job applicant resumes and discuss wages. Cindy will contact the applicants and set up interviews. The pay for the second license attained by an employee was discussed and the amount in the employee handbook appears to be incorrect. Jamie Say moved to revise the last two sentences of Section IV. 5. to read: When the employee passes his/her second licensing exam and provides proof of same to the Borough manager, there will be a .50 cent hourly rate increase. When the employee receives his/her second PA DEP license and provides proof of same to the Borough manager, the increase will be an additional hourly rate increase of .50 cents. The combined hourly wage increase for a second license totals \$1.00, 2nd by Bernadette Holzer, motion carried

Executive Session: None

Reports:

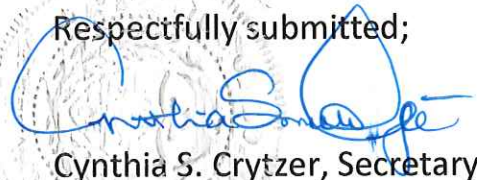
- **Mayor** – None

- **President** – None
- **Committees** – None
- **Sheriff** – None
- **Library** – None
- **EHB** – Meeting 1/22/25 @ 4:30 PM
- **COG** – Meeting 1/8/25 @ 4:30 PM
- **TCC** – Cindy reported that she spoke with Ed Vincent and he will be attending the COG meeting to discuss scheduling the COG meetings for the same time as the TCC meetings to ensure each township is represented for the TCC. The TCC meetings are poorly attended and the COG meetings are well attended, so the thought was to schedule them on the same night
- **Ambulance Board** – Next meeting is the 3rd Monday of the month
- **Zoning Hearing Board** – None
- **TMA** – Meeting 1/28/25 @ 7 PM. Cindy shared that she has set up Adam Charles of Keller Engineers to be the wastewater operator until either Ben or Curt become licensed. She also stated Ben and Curt are going to be scheduling their operator testing as soon as the testing schedule is published. Ben is currently working on the Sacramento course which allows him to reduce his apprentice time requirement from 2 years to 1.5 years. Ben and Curt will both be wastewater operators within a few months, Adam Charles can sign the licensure applications and once the first employee becomes licensed, Adam Charles will be removed at the operator of record. This information will be shared with the Municipal Authority Board at their meeting this month
- **Planning Commission** – None

Roundtable: Next meeting Tuesday, 1/21/2025

Tom Mohney moved to adjourn, 2nd by Christine Hendryx. Meeting adjourned at 6:05 pm

Respectfully submitted;



Cynthia S. Crytzer, Secretary