

**TIONESTA BOROUGH COUNCIL
MEETING MINUTES
October 2, 2025 - 5:00 PM**

Not being a quorum at 5 PM, President O'Toole invited guests to share their news or concerns until a quorum was present.

Public Comment: Members of the public present were: resident Dr. Michael Necas, Borough resident and Mary Rogers, Executive Director of the area Red Cross. Ms. Rogers explained that she has been with the Red Cross for 19 years. The Red Cross is sponsoring the "Sound the Alarm" program that is scheduled for October 18, 2025 from 10 am to 2 pm. The Tionesta volunteer fire department and Red Cross Volunteers will be installing free smoke alarms in our area. Cindy will post the flyer on Facebook. Dr. Necas attended the meeting to share his concern for the rise in garbage/trash rates. Cindy and council explained why the change and that the rates will remain the same for 3 years. The service was put out to bid earlier this year and Tri-County was the lowest bid for three years. The service includes pickup for large bulk items at no additional cost and household hazardous waste disposal (oil, stains, paint, monitors, computers, tv's, etc.). Council members explained that they live in the Borough as well and don't like seeing an increase of any utility service. Unfortunately, the costs for garbage disposal are beyond their control as a third party controls the pricing.

Christine Hendryx arrived at 5:25 PM.

Being a quorum present, the meeting was called to order at 5:32 PM by Council President, Dennis W. O'Toole with the Pledge of Allegiance being recited. Those in attendance were:

Dennis W. O'Toole, President
Christine A. Hendryx
Cindy Crytzer, Secretary

Jamie L. Say
Clifford Custer

Minutes: September 18, 2025 minutes reviewed.

Bills: September bills and bill list reviewed. A motion was made by Jamie Say to approve payment of the September, 2025 bills and approve the amended minutes for September 18, 2025, 2nd by Cliff Custer, motion carried

Correspondence: None

Old Business:

- **Enforcement Notices:** 103 May St. – Demo in process; 626 Elm St. – Owner has retained council to address title issues; 424 Elm St. – Repairs in process; 108 S. Elm St. – Contractor on site; 107 Walnut St. – Repairs in process.
- **Dale Street Water/Sewer Project:** Materials being staged.
- **Library Storm Water & Sanitary Sewer Project:** Materials being staged.
- **Tionesta Creekside Park Upgrades:** Denny shared that he took a look at the pavilion and discovered it's listing 4-6 inches. Cindy contacted Adam Lesko and he inspected the pavilion and some of the structural supports have rotted out. Approximate cost to fix pavilion is up to \$15,000. Cindy will have public works rope off the pavilion with caution tape and she will notify Adam to put the job on his schedule.
- **Davis Building Demo Project:** Nothing new. Cindy is waiting to hear back from the County.
- **Landfill Remediation:** Phase I in process with the US EPA – Nothing new.
- **Strategic Management Planning Program (STMP):** The University of Pittsburgh reached out to set an initial meeting on 10/16/25 @ 1 PM. Cindy will contact to see if they are available at a time when most council members can attend (most council members work during the day and are available 5 PM or later).
- **Michael McConnell's Request to Split the Plaza into Two Parcels:** Cindy reviewed the Borough zoning and didn't see anything prohibiting him from splitting the parcel as long as the new smaller parcel meets the required minimum size and setback limits. Cindy will email Micheal to let him know. Council wouldn't have to sign off on the request until he's done the process through the Forest County Conservation District, then Council would have to sign off on the final plans.
- **Meeting Date Change:** Effective November, 2025 the Council meeting days will be on the first and third Tuesday of each month, with the exception of the first Tuesday in November as that is voting day.
- **Pension Status:** Emails between Cindy and Andrea Stapleford reviewed. The Borough is required to advertise a Request for Proposals to host the employee's pension plan. Cindy will prepare the necessary documents and notify Council. Christine Hendryx moved to authorize Cindy to put out a request for proposals for the employee pension plan, 2nd by Jamie Say, motion carried. The move from NW would have to take place by 12/30/25.
- **Proper Grant Application:** Cliff Custer moved to authorize Cindy to apply for a Proper grant for \$15,000 instead of the \$10,000 that was approved at the last meeting to repair the pavilion, 2nd by Christine Hendryx, motion carried.

New Business:

- **307 Elm Street – Bear Claw Restaurant Building:** Discussion regarding possible action moving forward to collect delinquent utility payments. Memo from Cindy to Council reviewed. After discussion, the matter was tabled until the next council meeting.

Executive Session: None

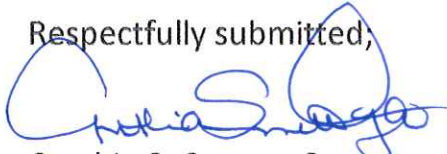
Reports:

- **Mayor** – None
- **President** – None
- **Committees** – None
- **Sheriff** – None
- **Library** – Cindy reported that she met with Kat McMichael, Amie Haslett and Jake Knauff regarding the cemetery next to the library building. The history house has agreed to partner with the library and the Borough to see what options are available to freshen up the cemetery and determine who is buried there. Cindy stated that an interpretative sign would be a good addition to the cemetery providing the history of the cemetery and display the names of people who are buried there. This site could be a part of a “Walking History” tour in the Borough.
- **EHB** – Next meeting October 22, 2025 @2:30 PM
- **COG** – Met last night. Cindy will share update at the next council meeting
- **TCC** – Christine stated that the Keystone contract is coming up for renewal or a Request for Proposal needs to be advertised. Berkheimer is interested.
- **Ambulance Board** – None, the meetings are on the third Monday of each month.
- **Zoning Hearing Board** – None
- **TMA** – Elm Street Sewer project is in the staging phase and contracts and bonds are being issued to finalize the contract.
- **Planning Commission** – None

Roundtable: The TCA requested that the portion of Walnut Street from Elm Street to Bonner Alley and the portion of Bridge Street from Elm Street to Bonner Alley be closed on October 18, 2025 from 11 am to 4 pm for the Halloween event at the Market Village. Jamie Say moved to authorize the street closure, 2nd by Cliff Custer, motion carried. Robin Perhatch requested that River St. be closed to traffic on Halloween (10/31/25 from 5:30-7:30 PM) for a “trunk or treat” event that will run from the intersection of Bridge St (at the Manor) to Sherman St. Jamie Say moved to authorize the street closure, 2nd by Christine Hendryx, motion carried.

Cliff Custer moved to adjourn, 2nd by Christine Hendryx, motion carried. Meeting adjourned at 6:30 pm.

Respectfully submitted,



Cynthia S. Crytzer, Secretary