

**TIONESTA BOROUGH COUNCIL
MEETING MINUTES
September 18, 2025**

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	Judith M. McDaid, Mayor - Via Phone
Thomas L. Mohney	Bernadette K. Holzer
Christine A. Hendryx	Jamie L. Say
Clifford Custer	Cindy Crytzer, Secretary
Mary Ann Stanziano, Admin. Asst.	Curt Price, Public Works Director

Also in attendance was resident Michael McConnell and Kat McMichael Tionesta Librarian.

Public Comment: Ms. McMichael shared that the official name of the library entity is "Tionesta Public Library", which is located in the Sarah Stewart Bovard Memorial Library Building. Roy and Cheri Cook have been volunteering to help with maintenance and other projects at the library. Recently they sandblasted the sidewalk and other exterior surfaces. Trimmed hedges. The community garden is built, just needs dirt. The Historical Society is partnering with the library on improvements in the cemetery and determining the history. Cindy, Kat and the history center will be meeting soon to discuss. The circulation desk has been moved to near the front door and the lounge has been moved to the rear. There are currently 35 daily programs and 3 services per month. In July there were 750 patrons visiting the library. A goal of Kat's is to have programs for all ages. There was one school age group that was lacking in programs and the Lego's program was created to meet weekly. One of Kat's goals is to create a multipurpose area in the lower level for different age groups. She anticipates submitting a grant request to fund the lower-level project. Council thanked Kat for attending and sharing the library news.

Resident Michael McConnell wants to subdivide the grocery store parcel. After discussion, Cindy will have to do research and determine if the proposed subdivision complies with the Borough Code. Cindy will have info for the next

council meeting. Mr. McConnell is aware he has to file the appropriate documentation with the County for review and approval.

Public Works Report: Curt reported that the storm water project behind Jim Bailey's house has been completed. Dirt piles have been moved from the downtown park and the Creekside Park. The public works crew has been accomplishing the basic duties/chores and getting ready for winter.

Minutes: A motion was made by Tom Mohney to approve the September 4, 2025 Council meeting minutes, 2nd by Christine Hendryx, motion carried.

Financial:

- Account Balances 7/31/25: Reviewed.
- Revenue & Expense Statement 7/31/25: Reviewed. Jamie Say moved to accept the Revenue & Expense Statement and Account Balance Sheet as presented, 2nd by Bernadette Holzer, motion carried.

Correspondence: None

Old Business:

- **Enforcement Notices:** 103 May St. – Demo in process; 626 Elm St. – Owner and her attorney are working on the title issues; 142 Elm St. Old Curiosity Shop – demo completed; 424 Elm St. – Repairs in process; 108 South Elm St. – Demo to start next Friday; 107 Walnut Street – Cindy met with the owner. Repairs are in process
- **Dale Street Ext. Water Project:** Staging has begun.
- **Library Stormwater/Sewer Project:** Staging has begun
- **Creekside Park Upgrades & Maintenance:** Nothing new
- **Davis Bldg. Demo:** Once the two-week publication deadline has lapsed, the county will file the notice and issue a notice to proceed and Cindy will post a bid notice in a newspaper and send bid packets to interested contractors. Two-week period is up at the end of next week.
- **Landfill Remediation:** In process with the US EDA.
- **Strategic Management Planning Program (STMP):** Resolution 2025-8 authorizing the undertaking of the STMP program was reviewed. Jamie Say moved to adopt the resolution, 2nd by Cliff Custer. Roll call vote was as follows: Tom Mohney, Aye; Christine Hendryx, Aye; Jamie Say, Aye;

Bernadette Holzer, Aye; Cliff Custer, Aye; and Denny O'Toole, Aye. Resolution 2025-8 was adopted.

- **Main Street Matters Grant Application:** A revised Resolution is required by the DCED as the original Resolution didn't contain the dollar amount of the "ask" for the grant application. The new resolution was prepared to add the figure of \$100,000. Proposed Resolution 2025-6 was reviewed. Bernadette Holzer moved to adopt Resolution 2025-6, 2nd by Tom Mohney. Roll call vote was as follows: Tom Mohney, Aye; Christine Hendryx, Aye; Jamie Say, Aye; Bernadette Holzer, Aye; Cliff Custer, Aye; and Denny O'Toole, Aye. Resolution 2025-8 was adopted.
- **Children at Play Sign on lower May Street:** Cindy looked into the cost of the signs. After discussion, Bernadette Holzer moved to not act on this matter, 2nd by Tom Mohney, motion carried.
- **Proper Grant Application:** Bernadette Holzer moved to apply for park pavilion repairs and the addition of an electrical banquet bar for \$10,000, 2nd by Cliff Custer, motion carried.

New Business:

- **Employee Pension Plan Status at Northwest Bank:** Cindy explained that NW Bank Investments is "moving" their Pension portfolio to a different third-party servicer. Currently, Epic is the third-party servicer. Empower is the new company effective 1/1/2026. The fees for Empower are \$5,000 more than what the borough is currently paying. Cindy asked the plan's investment planner at Northwest if there were other options. He's going to put us in contact with EPIC to see if they want to keep the plan as-is. If this option isn't available. The pension plan administration would have to be out for bid again.
- **2025/2026 Mutal Aid Agreements:** Cindy presented a copy of one of the mutual aid agreements as a sample, and the spreadsheet breaking down each municipality's prorata share of the Fire and Ambulance insurance coverage from 8/1/25 – 7/31/26. Bernadette Holzer moved to authorize the execution of the agreements between the Borough and each municipality, 2nd by Jaime Say, motion carried.
- **Upper Council Run Repairs:** Cindy stated that she wanted to prepare an LSA application that would cover the expense to repair the upper portion of Council Run. One side of the bank is falling in and both sides should be repaired. Cindy was directed to prepare the application. Proposed engineering is \$7,500 for this project. Chris Ernst will put together a narrative

for Cindy. He expects it to take about an hour of time, so we'd be billed for approximately 1 hour of his time. Engineering would be included in the grant application. There will be a \$100 application fee.

Bernadette Holzer left the meeting at 6:38 pm.

Reports:

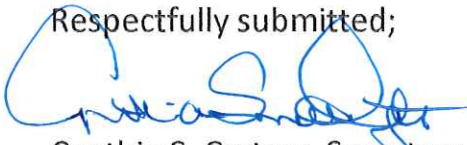
- **Mayor:** Mrs. McDaid stated that Trick or Treat will be on 10/31/25 from 5:30-7:30 PM. Cindy will notify the local paper.
- **President:** None
- **Committees:** The personnel and budget committees recommended a 3% increase in wages for the 2026 budget and a 12% increase for health insurance. Bernadette Holzer moved to approve the 3% and 12% as presented, 2nd by Christine Hendryx, motion carried.
- **Sheriff:** August patrol report reviewed
- **Library:** Financial reports and library board minutes reviewed.
- **EHB:** Next meeting 10/22 @ 2:30 PM
- **COG Report:** Next meeting 10/1 @ 4:30 PM
- **TCC Committee:** None
- **Zoning Hearing Board:** None
- **TMA:** Next meeting 9/23 @ 7 PM
- **Planning Commission:** None
- **Ambulance:** Cindy presented Matt Haslett's report from the September board meeting. TASI is updating the phone system with Armstrong. 2026 municipality rates will remain the same as 2025 at \$10,000 per municipality. The only changes in membership rates are: an increase for camp rates to \$125 (which covers anyone and everyone at a camp); and a new annual business rate available for \$125.

Roundtable: The question posed was "how does the borough read the water meters?" The response was by using an electric gun. The meters may be inside the building, but there is a box on the outside of the building which is scanned by the gun.

Executive Session: Called at 6:45 PM for personnel matters. Regular session resumed at 7 PM with no action being taken.

Tom Mohny moved to adjourn, 2nd by Christine Hendryx, motion carried. Meeting adjourned @ 7:05 pm.

Respectfully submitted;



Cynthia S. Crytzer, Secretary