

**TIONESTA BOROUGH COUNCIL
MEETING MINUTES
March 17, 2020**

Being a quorum present, the meeting was called to order with the Pledge of Allegiance at 4:15 PM by President, Robert G. Holzer. Those in attendance were:

Robert G. Holzer, President
Dennis O'Toole
Bernadette Holzer
Matthew Haslet
Kent Ralston, Public Works Director

Thomas Mohny, V. President
Judy McDaid, Mayor
Jamie Say
Cindy Crytzer, Secretary

Public Comment: None.

Public Works: Kent reported he has been working with the Dirt & Gravel Program to replace 4 pipes, do culvert and headwall work for S. Elm Street. S. Elm Street is in very poor condition and Kent's looking into the cost to pave a portion of S. Elm Street. Kent, Brendan and Curt are working on the repairs to the jungle gym at the beach park. The estimated cost for the materials is \$350.00. Discussion ensued regarding the replacement of the playground equipment. Cindy stated she had spoken with Adam Lesko about the possibility of applying for a grant to fund the replacement of the playground equipment as well as rehabilitating the basketball court behind the hardware. Adam said that the TS&R board was meeting that week and he'd bring it up. Bernadette Holzer mentioned the possibility of Lions money being available for this type of project.

Minutes: A motion was made by Bernadette Holzer to approve the March 3rd, 2020 Council Meeting Minutes as amended, 2nd by Tom Mohny, motion carried.

Financial:

Account Balances 2/29/20: Reviewed.

Capital Spreadsheet: Reviewed.

Revenue & Expense Statement 2/29/20: Reviewed.

Correspondence:

- Letters to Senator Hutchinson and Representative Rapp dated March 4, 2020 regarding State Police Funding reviewed.

Old Business:

- **GIS Mapping:** Nothing new to report.
- **Council Run USDA Loan and Grant:** Andrea Stapleford prepared the documentation for the loan and sent it to the USDA for approval. Once it's been formally approved by the USDA, then it will come to the Borough for review and signatures
- **Elm Street Water Line Project Phase 3 (Bridge to Highland k/n/a Sherman St):** Cindy working with Rowan Rose on the ARC Grant Application additional documentation. Kent stated he was working with Chris Ernst on finalizing engineering/survey plans. Cindy is supposed to get plans for Kent to review soon.
- **Walnut Street Storm Water Line Replacement:** Nothing new to report.
- **Zoning Ordinance Amendment:** Cindy is working on the revisions.
- **Library MOU:** Draft Agreement reviewed. Tom Mohnney moved to approve the draft as presented, 2nd by Jamie Say, motion carried. Once the agreement is signed by all parties, Cindy will issue a check to the Library for \$12,000.
- **Armstrong Cable Franchise Agreement:** Nothing new to report.
- **Borough Council Member Resignation:** Tom Mohnney moved to accept the resignation of Misty M. Ditz, 2nd by Matt Haslett, motion carried. Council directed Cindy to place a notice in the Forest Press for anyone interested in filling the vacant seat to contact the office.

New Business:

- **Capital CD Matures 3/20/2020:** Jamie Say moved to authorize the payment of the PennDOT Council Run invoice for \$112,926.88 and authorize Cindy to, upon maturity, deposit the principal of \$68,000 and earned interest into the Capital Plgit Prime account, 2nd by Bernadette Holzer, motion carried.
- **Carpet Estimates:** Tom Mohnney moved to authorize up to \$2,316.00 for replacing the carpet in the conference room, foyer and hallway and cleaning the remaining carpet in the office, 2nd by Denny O'Toole, motion carried.
- **Beach Park Equipment Repairs:** Discussed during Kent's report. Jamie Say moved to authorize payment from the general account for the jungle gym repairs estimated to be \$350.00, 2nd by Bernadette Holzer, motion carried.

Non-Agenda Items:

- **Proper Grant Application:** Tom Mohney moved to authorize Cindy to apply for a \$6,000 grant to replace windows in the office building, 2nd by Matt Haslett, motion carried.
- **Letter from Advanced Disposal dated March 17, 2020:** Reviewed. Due to the Coronavirus, should Advanced employees test positive for the virus, daily operations may be disrupted at some point. They will let us know should this occur.

Executive Session: None.

Reports:

- **Mayor:** None.
- **President:** None.
- **Committees:** None.
- **Sheriff:** April Patrol Schedule reviewed.
- **Library:** None
- **EHB:** Next meeting 4/21/2020 @ 2:30 pm.
- **COG Report:** None.
- **TCC Committee:** None.
- **Ambulance:** None.
- **Zoning Hearing Board:** None.
- **TMA:** None.
- **Planning Commission:** None.

Roundtable: Jamie thought Council should consider closing the borough office to public traffic for two weeks to reduce staff's contact with the public and coronavirus. After discussion, council directed Cindy to put a sign on the door, post a notice on Facebook and a notice in the Forest Press that the office will be closed to the public for 2 weeks and to phone the office for assistance.

Tom Mohney moved to adjourn, 2nd by Matt Haslet. Meeting adjourned at 5:30 PM.

Respectfully submitted;



Cynthia S. Crytzer, Secretary