

**TIONESTA BOROUGH COUNCIL  
MEETING MINUTES  
July 20, 2021**

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

Robert G. Holzer, President	Judith M. McDaid, Mayor
Bernadette K. Holzer	Dennis W. O'Toole
Thomas Mohny, V. President (via phone)	Christine Hendryx
Jamie Say	Kent Ralston, Public Works Director
Julie R. Griffin, Admin. Asst.	

**Public Comment:** None.

**Public Works:** Kent reported he had met with the DEP regarding permits for Council Run (place additional rip rap to avoid erosion of the bank along the Wimer yard) and the library stormwater. The library stormwater permit may require a more detailed permit. E&M is putting together pricing for the permit application and project costs. Kent mentioned that it's time to file grant applications – CDBG & ARC. He stated that the next project the borough should pursue is replacing the water and sewer lines on Dale Street extension. Jamie moved to authorize Cindy to start the process for this project, 2<sup>nd</sup> by Bernadette Holzer, motion carried. Kent reported that he had been in contact with an individual who is interested in developing the lot between Vine Street and Reservoir Road. He stated that Keller Engineers told him that any expenses to develop new lots and hook up to water and sewer are paid by the land owner. All lines must be inspected by the Borough and installed and connected per Borough specs. The landowner will need back flow prevention and may or may not need a 08-water pump, depending on location. Current roads will not be extended or created. This expense is that of the land owner. After discussion, Cindy will notify the individual that all expenses to hook up to water and sewer and improve the road must be paid by the land owner, including tap fees which are payable to the Borough. Kent reported that Bison Contracting will patch the hole on Davis Street at the intersection of Elm & Davis (west of Elm) for \$480.00. Jamie Say moved to authorize payment to repair Davis Street for \$240.00. The Municipal Authority will pay the other \$240.00. 2<sup>nd</sup> by Bernadette Holzer, motion carried.

**Minutes:** A motion was made by Denny O'Toole to approve the July 6, 2021 Council Meeting Minutes, 2nd by Christine Hendryx, motion carried.

**Financial:**

- Account Balances 6/30/21: Reviewed.
- Revenue & Expense Statement 6/30/21: Reviewed.

**Correspondence:** None.

**Old Business:**

- **GIS Mapping:** Field work complete. Waiting on final product.
- **Walnut Street Storm Water Line Replacement:** Waiting on the final approval from the Sate/County which is due on 7/23/21. Project can be put out to bid at the end of the month
- **Zoning Amendment:** With Andrea.
- **Code Violations:** Nothing new.
- **Armstrong Cable Services:** Armstrong will henceforth bill the Borough for the library service unless it's cancelled. It is no longer free under the franchise agreement. The monthly cost for the service is \$35.45. Jamie Say moved to not authorize the additional cost for the cable service at the library and authorized the basic cable service at the office building, 2<sup>nd</sup> by Denny O'Toole, motion carried. Cindy will notify the library board that the service will be discontinued. If they wish to have the service, they will need to make arrangements with Armstrong.
- **Sidewalks:** Cindy hasn't sent out the letter yet and she's looking into grant options.
- **ARPA Funds:** Funds can be used for water, sewer or storm water projects. Once figures for the Council Run stormwater rip rap and the Dale Street projects are received, a decision will be made to allocate the funds.
- **Electronic Recycling Event:** Julie is waiting to hear from Waste Management.

**New Business:**

- **Act 65 of 2021:** Due to recent changes in the law, meeting agenda procedures have been amended. Effective August 30, 2021 the borough must post the agenda on the website at least 24 hours prior to a meeting.

A copy must be posted at the office and copies must be distributed to all members of the public in attendance.

- **2021 CDBG Application:** Applications are due at the end of August.
- **Billing Program Update:** Julie reported there is an update needed for the billing program that will take about 2 hours of time for Jim Hill. The cost was not budgeted. Christine Hendryx moved to authorization the cost to fix the problem/update, 2<sup>nd</sup> by Denny O'Toole, motion carried.

**Non-Agenda Items:**

- **Restroom Complaint/Request:** Julie reported that Cindy had recently received a call from Doug Daum. He has had continuing problems with his restroom. People are angry that there are limited bathroom facilities in the area and they make a disgusting mess in his laundromat bathroom. He asked if the Borough could place port-a-johns in the area so facilities would be readily available. It was discussed that there are bathrooms at the Dollar Store, Market Village, Haller's, the Ballfield and the Visitor's Center. Council members stated that it's not the Borough's responsibility to pay for bathroom facilities and can't afford to place port-a-johns around the Borough.

**Executive Session:** None.

**Reports:**

- **Mayor:** Mayor McDaid reported that she had attended the Mayors' conference earlier that week.
- **President:** None.
- **Committees:** Personnel Committee (Denny O'Toole, Jamie Say, and Tom Mohny) met on 7/14/2021. Tom Mohny moved to authorize Cindy Crytzer to send the pension RFP paperwork to Andrea for legal review, 2<sup>nd</sup> by Denny O'Toole, motion carried.
- **Sheriff:** None.
- **Library:** None.
- **EHB:** Board met earlier today with PNC bank, trustees of the Proper Trust.
- **COG Report:** None.
- **TCC Committee:** None.

- **Ambulance:** Judy reported the ambulance board has three more interviews for full time work. She presented the June call report for review. There were 8 calls during the month of June placed from the Borough. There were 20 Volunteer staff responses and 15 paid staff responses for the month of June.
- **Zoning Hearing Board:** None.
- **TMA:** None.
- **Planning Commission:** None.

**Roundtable:** None.

Jamie Say moved to adjourn, 2<sup>nd</sup> by Christine Hendryx, motion carried. Meeting adjourned at 5:20 PM.

Respectfully submitted;

Julie R. Griffin, Admin. Assistant