

**TIONESTA BOROUGH COUNCIL
MEETING MINUTES
September 21, 2021**

Being a quorum present, the meeting was called to order with the Pledge of Allegiance at 4:25 PM by Robert G. Holzer. Those in attendance were:

Robert G. Holzer, President
Bernadette K. Holzer
Kent Ralston, Public Works Director
Cindy Crytzer, Secretary

Dennis W. O'Toole
Christine Hendryx
Julie R. Griffin, Admin. Asst.

Public Comment: None.

Presentation: Mayor Judy McDaid presented a Commendation for the outstanding work the public works employees have done this year in taking care of the parks. Mowing, weed eating, etc. as well as cleaning up the tennis/basketball court area. There have been a number of positive comments made by residents on the work that has been done this year. Council members expressed their appreciation for the hard work and dedication of the employees. Thank you, guys!

Public Works: Kent reported that they have been working on Vine Street Extension. They have been ditching along the road. Stormwater is washing away portions of the road and property owners parking areas. Additional ditching needs to be done as well as hauling in gravel to fix the road. The lift station and the sewer treatment plant have been painted. Storm cleanup work is being performed as well.

Minutes: A motion was made by Bernadette Holzer to approve the September 7, 2021 Council meeting minutes and the September 15, 2021 Personnel and Budget Committees meeting minutes, 2nd by Denny O'Toole, motion carried.

Financial:

- Account Balances 8/31/21: Reviewed.
- Revenue & Expense Statement 8/31/21: Reviewed.

Correspondence:

- **Letter from the Office of the Auditor General dated September 13, 2021 regarding the 1/1/2018-12/31/2020 Liquid Fuels Audit:** Reviewed.
- **Email from Andrea Stapleford dated 7/7/2021 regarding the COG Blight Ordinance:** Email reviewed. After discussion, Cindy will let Denny & Christine know when the COG meeting has been scheduled with the solicitor, Andrea Stapleford so one or more can attend.

Old Business:

- **GIS Mapping:** Field work complete. Waiting on final product.
- **Walnut Street Storm Water Line Replacement:** Nothing new.
- **Zoning Amendment:** Public Hearing scheduled for October 19 @ 4:45 pm.
- **Electronic Recycling Event:** Julie and Christine will schedule to meet with the Commissioners.
- **Council Run Rip-Rap:** Cindy reported that the County Conservation District has approved the grant request of \$25,000 for the project. She has to provide additional documentation/pictures. Cindy applied for a grant to the Proper Trust for engineering fees of \$3,825.
- **Code Violations:** Cindy reported that the owner of 101 German Hill Rd. has someone interested in purchasing the building. He will know in 2 weeks. If there is no movement after that time, Cindy will proceed with further action. She will contact the owner of 214 Elm Street to determine the status of the cleanup on the building or if it is in the process of being sold.
- **Employee Pension Plan RFP:** The Selection Body (Bob, Denny, Tom & Jamie) have copies of the proposals submitted by the applicants. They are reviewing and will have them turned into Cindy by 9/24. Cindy will tabulate the results and contact the Selection Body to schedule interviews with the applicants.
- **Dale Street Extension Water/Sewer Rehab:** Chris Ernst provided an estimate for the project. The water, sewer and paving improvements total \$255,625. The engineering is estimated at \$25,000 for a total of \$280,625. Cindy will contact Chris for a brief description of the project so she can begin writing the ARC grant applications. Christine Hendryx moved to authorize Cindy to apply for the necessary grants, 2nd by Denny O'Toole, motion carried.
- **Sidewalks:** Nothing new.

- **Library Stormwater/Sewer Engineering Estimate:** Cindy applied for a Proper Grant for \$8,250.00 for the engineering for this project.

New Business:

- **2022 Wages:** The Budget and Personnel committees met to review the proposed wages for 2022. The committees recommended a 3% wage increase for the employees. Denny O'Toole moved to approve the proposed 2022 wages as presented, 2nd by Christine Hendryx, motion carried.
- **2022 Minimum Municipal Obligation Pension Spreadsheet:** The Borough is required to prepare an MMO spreadsheet for the upcoming year's wages. The figures were based on the proposed wages for 2022. Reviewed.
- **2022 Proposed Health Insurance Rates for Budgeting:** The Borough's Budget and Personnel committees are recommending a 20% increase in health insurance for purposes of preparing the 2022 budget. Christine Hendryx moved to adopt the rates as presented, 2nd by Denny O'Toole, motion carried.
- **Memorial Bench in Beach Park:** Cindy reported that someone wanted to donate a memorial bench for a loved one who passed away. Christine Hendryx moved to authorize the placement of the memorial bench, 2nd by Denny O'Toole, motion carried. Cindy will have the installation coordinated through Kent.
- **Borough Ballfield:** Cindy was contacted by Dick Johnson. There is interest in rehabbing the tennis courts for tennis & pickle ball. Dick provided an estimate to have the court rehabilitated. Dick told Cindy that the court coating cannot be driven on as tires would ruin the surface. There was discussion that the courts are used for the Indian Festival and bleachers and other equipment are unloaded within the courts and the truck tires will damage the finish. After discussion, Cindy will call and speak with Dick about the coating. There is concern that the park and its assets are to be used "for the greater good", not for one use only. Cindy is looking into grant funding for the project.
- **Forest County Unrestricted Fund Grant:** Cindy presented a list of possible items that could be used to apply for grant funding. After discussion, Cindy will apply for tree trimming at the tennis courts, paint for the concession stand and the cost of the dumpster for the Putt-Putt course demolition.

Non-Agenda Items: None.

Executive Session: Executive Session was called for personnel matters at 5:53 pm. Regular session resumed at 6:17 pm

Cindy was directed to place an ad in the paper for an administrative assistant, as Julie will be resigning in the near future.

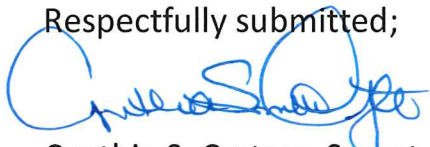
Reports:

- **Mayor:** Halloween Trick or Treat will be on October 31, 2021 from 5:30-7:30 pm.
- **President:** None.
- **Committees:** None.
- **Sheriff:** None.
- **Library:** None.
- **EHB:** Meeting 9/22/21 @ 4:30 pm.
- **COG Report:** Already covered.
- **TCC Committee:** None.
- **Ambulance:** There was a board meeting this week. \$3,485.45 was collected recently during the "fill the bag" collection event.
- **Zoning Hearing Board:** None.
- **TMA:** Meeting 9/28 @7:00 pm.
- **Planning Commission:** None.

Roundtable: None.

Christine Hendryx moved to adjourn, 2nd by Denny O'Toole, motion carried. Meeting adjourned at 6:25 PM.

Respectfully submitted;



Cynthia S. Crytzer, Secretary