**TIDIOUTE BOROUGH**

**COUNCIL MEETING MINUTES**

**april 8, 2025**

The advertised 2025 meeting of Council was called to order by President, Steve Morrison with the pledge of Allegiance at 7:00 pm in the Tidioute Borough Office located at 129 Main Street. A roll call was taken with the following Council members and staff present.

**Steve Morrison, President Heather Cass, Vice President**

**Aaron Schmidt Cindy Paulmier**

**Trisha Hulings Linda Reed**

**Henry Brown, Mayor Amanda Mesel, Borough Manager**

**Public:** ResidentsDan Reese, Sandy Borland, Richard Borland, Meg Froman, and Jessica McCray were present. Nathaniel Weaver, FKU, LLC via Microsoft Teams.

**Public Comment:**

* Dan Reese addressed Council about the recycling center. Mr. Reese would like to re-open the recycling center. The volunteer committee would not be affiliated with the Lions Club and plan to obtain a one million dollar insurance policy. The committee would like to keep the funds raised in the community. Mr. Resse discussed options of 501C.
* Richard Borland was inquiring about obtaining a key for the recycling center but understood that without the insurance policy, he wouldn’t be able to enter the facility.
* Mr. Nathaniel Weaver addressed the Council to inquire about the House Bill 775 passed in 2023 pertaining to blighted properties. Mr. Weaver also inquired about another property in the municipality to be reviewed by Council.

**Minutes and Approval of Treasurers Report and Bills:** A motion was made by Trisha Hulings, seconded by Linda Reed, to accept the March 27, 2025, meeting minutes.

* The March 19, 2025, recreation minutes were approved by a motion from Cindy Paulmier, seconded by Trisha Hulings and passed all in favor.
* The March 27, 2025, personnel committee minutes were approved by a motion by Trisha Hulings and seconded by Linda Reed. The motion passed unanimously.
* A motion was made by Cindy Paulmier, and seconded by Aaron Schmidt to approve the Treasurer’s report, and payment of the bills along with the solid waste bills from March. The motion was passed unanimously.

**President Report:** Steve Morrison, President stated that he has nothing to report.

**Mayor’s Report:** Mayor Henry Brown was not present at the meeting at the time of the mayor’s report.

**Maintenance Report:** A written report was given to all members for their review.

* Amanda Mesel, Borough Manager, reported that the maintenance crew is working on repairs to the dock before it can be put in the water for the season.

**Ordinance Report:**

* Borough President, Steve Morrison reported that council was going into executive session at 7:20pm for the purpose of discussing the following matters of litigation: Warren County Docket Number SA 27 of 2024, Warren County Docket Number 572 of 2024, the threatened or pending litigation concerning alleged Sunshine Act violations and threatened or pending litigation concerning an alleged defamation claim. The Borough Council came out executive session 7:38pm.
* A motion was made by Cindy Paulmier to approve the proposed settlement agreement. It was seconded by Trisha Hulings. The motion passed unanimously.
* Amanda Mesel, Borough Manager, reported that numerous complaints have been reported about the conditions of the property at 277 Main Street. After discussion, it was determined to have Amanda Mesel issue a courtesy letter to the residents. The letter was to include the dates for the Borough trash day and Waste Management information for the pickup of larger items.
* Cindy Paulmier presented the Council with the door notice that the City of Warren uses for Code violations. After examination, Borough Manager Amanda Mesel will create one for Tidioute Borough for review at the next meeting.

**Committee Reports:**

Recreation Committee:

* Linda Reed reported that the Victorian light replacements are delivered and ready for installation. Amanda Mesel reported that a new quote for an hourly rental bucket truck was provided to the committee. After discussion it was determined to use the lower quote depending on how long the job will take.
* Amanda Mesel, Borough Manager, informed Borough Council that the banners are ready to be sent back to the banner company for review but at this time the salesman has not returned the Borough’s phone calls. Amanda Mesel will follow up with the company.
* The new electrical box for the garage is to be installed by David Paulmier and the maintenance crew has no new updates. The new box in the garage will have to be replaced first before the electricity can be installed at the pavilion.
* The Recreation committee has a meeting scheduled with Josh Cotton and John Papalia to review the boat launch designs, grant opportunities and funding for the project scheduled on April 16, 2025.
* Linda Reed reported that the repair station and bike racks will need to be installed. A decision was made to install the repair station and one bike rack at Picture Show Park, one bike rack at the boat launch playground and two in front of the Tidioute Charter School Foundation building on Main Street. A discussion with the placement of the additional bike racks at the fire department, across from the Main Street ballfields, will take place with the recreation committee.

Streets and Properties:

* A motion was made by Cindy Paulmier and seconded by Trisha Hulings to pass **Ordinance #1 of 2025:** Parking Ordinance. The motion passed unanimously. Also, Trisha Hulings made a motion to approve issuing Tidioute Charter School a letter stating that Ordinance #1 of 2025 was passed for the additional parking spaces on Jefferson Street. The motion was seconded by Linda Reed and passed unanimously.
* Amanda Mesel, Borough Manager, stated that road repairs to 5 Third Street and the Grant Street drainage issue will have to wait until the weather breaks. Trisha Hulings inquired about the tack oil, and it was reported the tack oil was already purchased.
* Borough Manager, Amanda Mesel reported that Katie Stover from the Warren County Conservation District came to meet and review the drainage on Campbell Hill for a Dirt and Gravel grant. The meeting was very successful and Kate Stover plans to invite Penn State out for a visit of the site. Amanda Mesel reported that Chad Pearson and herself are signed up for the ESM training in August.

Public Safety:

* Cindy Paulmier reported that the Multi-Municipal Commission meeting was cancelled for this last month.
* The Borough Manager, Amanda Mesel, presented Council with a revised burn permit. After discussion a motion was made by Aaron Schmidt to approve the new burn permit but change the approval timeframe to state that the permit will be approved within 5 business days and remove the statement this permit will not be approved immediately. The motion was seconded by Linda Reed and passed unanimously.

Finance Committee:

* Amanda Mesel reported that the computer technician suggested using Dropbox for the office documents. Amanda Mesel has decided that the office does not require this feature at this time.
* Trisha Hulings revisited the discussion of the winter maintenance of the fire department parking lot. The council will discuss this matter after winter.

Solid Waste Committee:

* Amanda Mesel, Borough Manager, suggested that the solid waste committee have a meeting in regard to the recycling center future before the next council meeting. The committee members agreed to schedule a meeting.

Personnel Committee:

* Personnel committee chair, Heather Cass reported that the committee had a meeting and discussed the open position due to James Myers retiring. The committee recommendation was to hire a part time seasonal maintenance crew member for mowing. A motion was made by Trisha Hulings and seconded by Aaron Schmidt to approve the posting of the part time seasonal maintenance position. The motion passed unanimously. Borough manager, Amanda Mesel suggested this will have to go before the Southwest Warren County Municipal Authority board on Thursday, April 10, 2025, for approval also.
* Steve Morrison reported that Tidioute Borough Council was going into executive session starting at 8:45pm to discuss the matter involving the evaluation of the performance of employees. The executive session adjourned at 9:00pm.

Revitalization Committee:

* Aaron Schmidt reported a detailed update on the WWII Re-enactment. The current schedule of events includes Friday, June 20, 2025, a dance and dinner starting at 6:15pm in which the Legion is serving alcohol. Saturday events include the Allegheny Bible church serving breakfast and the Legion serving a pot-luck lunch. It was determined not to allow food trucks to come to this event this year. Aaron reported a few Re-enactors will be at the ballfield staying starting Thursday night due to coming from out of town. Aaron reported that funds are still needed to pay for the Porta-Potty rentals as the plan is to not open the public restrooms at the Limestone ballfields and funds are needed to do T-shirts. Aaron Schmidt has the sound system ready, bleachers will be moved from the Tippy ballfield, and donation boxes are placed throughout town. Amanda Mesel reported the insurance is paid, the road closures are completed, and the Pennsylvania Fish and Boat Commission approved the permit. Amanda Mesel requested for approval for the Fire Police application to be signed for the day of the event. Amanda Mesel will request road closure signs for the event from PennDOT.

**New Business:**

1. Amanda Mesel, Borough Manager reported that John Papalia awarded the check to Tidioute Borough to purchase the Starlink hot spot for the boat launch area. Amanda reported that the hot spot box is already ordered and should arrive in a few weeks for installation. Amanda Mesel reported that Tidioute Borough was awarded $1000.00 for a mini event in which can be voted on for the monies to allocated for any event. Cindy Paulmier made a motion, and it was seconded by Heather Cass to allocate the mini-event monies to the WWII Re-enactment. The motion passed unanimously.
2. A motion was made by Trisha Hulings and seconded by Linda Reed to shut down King Street and Schwab Street from 2pm-4:30pm for the WWII Re-enactment on Saturday, June 21, 2025. The motion passed with all in favor.
3. Heather Cass reported that Tidioute Community Charter School would like to have a day where the students can ride bikes to school. This is in the beginning stages and no dates have been set at this time. Tidioute Community Charter School would like the Borough’s support in this event.

**Old Business:**

1. A motion was made by Trisha Hulings and seconded by Heather Cass to pass **Resolution #1 of 2025** and sign the application MS-339 allocating the 2025 County Aid Liquid Fuels Tax funds to electric street lighting expenses. Motion passed unanimously.
2. Amanda Mesel, Borough Manager, reported that more ideas are still needed for Conservation Day 2025. The ideas were to have the students to paint the playground with clear water seal, paint the flowerpot, bear and post at the borough office, mulch at the Borough office, and the flowers in the park. Discussion of painting the stairs at the ballfield was discussed but decided not to have the students complete this task. It was reported by Amanda Mesel that the trees need to be removed from the flowerpots in the park before the flowers can be planted.
3. Amanda Mesel, Borough Manager, reported that the Tidioute Borough’s Liquid Fuels Tax Fund from January 1, 2021, through December 31, 2023, were audited on January 22, 2025, and final report was received in the office. The final report stated that there were no findings for the audit.
4. Amanda Mesel, Borough Manager, stated that she sent the request regarding the replacement of auditors with public accountants for the 2025 records to Andrea Stapleford, Borough solicitor. Andrea is still working on it providing the Borough with an Ordinance to review.
5. Amanda Mesel, Borough Manager, requested that the Council continue suggesting ideas for grants in 2025. No new ideas were suggested at this meeting.
6. Amanda Mesel, Borough Manager, reminded the Council that the 2025 Statements of Financial Interest are due on May 1, 2025. One Council member still needs to submit the statement.
7. Amanda Mesel, Borough Manager, reported that the Local Share Account Statewide grant for the Campbell Hill Road Retaining Wall project was submitted but there is no update yet.
8. Amanda Mesel, Borough Manager, stated that the Building and Inspection Underwriters issued a letter on October 21, 2024, to the property owner of 128 Main Street regarding their deck. BIU still plans to revisit the location in late April of 2025 which gives the property owner six months from the date the letter was sent. Amanda Mesel, Borough manager, will follow up this month on this issue.
9. Stiffler McGraw, Borough’s engineering firm, has been working directly with the Recreation committee to get the drawings revised in time for the grant submission. The recreation committee will be working with John Papalia and Josh Cotton to review the drawings to prepare for the grant.
10. Amanda Mesel, Borough Manager stated that Selective Insurance is still working on the 202-2024 and 358-2024 lawsuits. Amanda reported that there is no update on these cases.
11. Amanda Mesel, Borough Manager, stated that the Community Development Block Grant for Sheridan Street stormwater management awarded engineering firm, the EADS Group, is expected to be on site on April 14, 2025.

**Correspondence:**

* All correspondence was reviewed by Council with no further questions.

**Second Public Comment:**

* Jessica McCray, owner of 277 Main Street, was inquiring as to why 277 Main Street was on the agenda under the ordinance report. The council board discussed with Jessica McCray that the office had received complaints from other residents due to the trash in the yard. The board suggested that the resident please work on getting the property cleaned. The resident was informed of the upcoming clean-up day scheduled along with scheduling Waste Management to remove some of the large items.

**Adjournment:**

A motion was made by Heather Cass and seconded by Trisha Hulings to adjourn the meeting at 10:00pm. The motion passed unanimously.

Respectfully submitted:

Amanda Mesel, Borough Manager

*Approved: May 13, 2025*