**TIDIOUTE BOROUGH**

**COUNCIL MEETING MINUTES**

**MAY 13, 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**

**Johnathan Brown Henry Brown, Mayor**

**Amanda Mesel, Borough Manager**

**Public:** ResidentsSandy and Richard Borland, Ronnie Weller and Jani Roberts were present. Nathaniel Weaver, FKU, LLC, also attempted to join numerous time under the following names: NW Guest, can we do a conference call and are we having technical difficulties via Microsoft Teams.

**Public Comment:**

* Richard Borland was inquiring about the recycling center meeting solid waste committee had and what decision had been made.
* Jani Roberts and Ronnie Weller came to hear and discuss the boat launch project because now the Ronnie and Joyce Weller Tidioute Development Fund is designated to the Tidioute Riverfront project.

**Minutes and Approval of Treasurers Report and Bills:** A motion was made by Trisha Hulings, seconded by Cindy Paulmier, to accept the April 8, 2025, meeting minutes. The motion passed all in favor.

* The solid waste minutes from April 22, 2025, and May 1, 2025, were approved by a motion from Linda Reed, seconded by Cindy Paulmier and passed all in favor.
* Both April 24, 2025, and May 6, 2025, personnel committee minutes were approved by a motion by Linda Reed and seconded by Cindy Paulmier. The motion passed unanimously.
* A motion was made by Johnathan Brown, and seconded by Heather Cass to approve the Treasurer’s report, and payment of the bills along with the solid waste bills from April. 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. The council reviewed the Olean City Sewer Discharge letter information that had been mailed to Mayor Henry Brown.

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

* Trisha Hulings reported that the bike racks and repair station look great along with the new single Victorian Light that was installed along Main Street. Trisha stated the maintenance crew did a great job with both projects.
* Trisha Hulings inquired about the water situation at 268 Main Street in which the customer is not connected to the water meter per the maintenance report. Amanda Mesel, Borough Manager, confirmed that this has been an ongoing issue for Southwest Warren County Municipal Authority for both the water and sewer connection at the property.
* Heather Cass inquired about the replacement of fifteen broken meters per the maintenance report. Borough President, Steve Morrison explained to Heather Cass that this is typical of the new meters because some have factory faults and others need to be replaced due to being older meters.

**Ordinance Report:**

* Borough President, Steve Morrison reported that council was going into executive session at 7:15pm 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. No action was taken during the executive session. The Borough Council came out executive session 7:28pm.
* Amanda Mesel, Borough Manager, reported that Solicitor Andrea Stapleford had issued the letter to Mr. Nathaniel Weaver per the April meeting motion made by Borough Council.
* Cindy Paulmier asked what the plans were for how to handle the ordinances moving forward. Cindy Paulmier stated that 277 Main Street has not made any progress. A lengthy discussion of the property at 207 Main Street, and it was recommended that Warren County Planning and Zoning be contacted about the resident conducting a business in a residentially zoned area. It was discussed that a door hanger be made for all code violations, such as high grass, trash, etc. Borough Amanda Mesel will work on the door hanger to have ready for review by next meeting.

**Committee Reports:**

Recreation Committee:

* Linda Reed reported that one single Victorian light had been replaced. The repair was done completely by the maintenance crew. The additional single Victorian light still needs to be replaced.
* Heather Cass reported that she has been in contact with the banner company over a reprint. Heather reported she will continue to work on the reprinting issue with the company.
* David Paulmier provided Borough Council with an updated quote for the repair of the garage electrical panel box. The new box in the garage will have to be replaced first before the electricity can be installed to the pavilion. An additional $220.00 to disconnect and reconnect the electric plus the inspection.
* The recreation committee has a meeting scheduled with Josh Cotton, John Papalia, Mark King and Jenny Phillips to review the boat launch designs, grant opportunities and funding for the project. Cindy Paulmier reported on May 28, 2025, there will be another meeting at the Tidioute boat launch to discuss the project again. Cindy Paulmier encouraged any able Council members to attend this meeting. Cindy Paulmier had the Council board review the current boat launch drawings that Stiffler McGraw had provided. After a lengthy discussion of the designs, a motion was made by Johnathan Brown and seconded by Heather Cass to approve the boat launch design that the engineer had drafted. The motion passed unanimously.
* Linda Reed reported that the repair station and bike rack had been installed in Picture Show Park. Two additional bike racks have been installed in front of the Tidioute Charter School Foundation’s Outreach Center on Main Street. A discussion with the placement of the additional bike racks at the boat launch. Borough Manager, Amanda Mesel provided Borough Council with a form to be completed for installation on the Pennsylvania Fish and Boat Commission property. Amanda Mesel will submit the form to the Pennsylvania Fish and Boat Commission with the desired location for the bike racks.
* Linda Reed discussed the fountain at the restrooms at the boat launch. After a discussion, Johnathan Brown made a motion to remove the current fountain but cap everything off. The council would like to discuss purchasing a new one to replace the old one. The motion was seconded by Trisha Hulings and passed unanimously.
* Linda Reed reported the trees have been removed from the flowerpots in Picture Show Park. The council discussed whether to put new trees back in the flower planters. It was reported that Sandy Palmer can get spikes for the center of the planters. A motion was made by Cindy Paulmier and seconded by Heather Cass to not replace the trees. The motion was passed unanimously. Amanda Mesel, Borough Manager also reported that Delores Timco plans to do a patriotic theme in 2026 for the planters and has already begun working with Sandy Palmer on a design.

Streets and Properties:

* Amanda Mesel, Borough Manager, stated that road repairs to 5 Third Street and the Grant Street drainage still needed to be reviewed. Johnathan Brown reported that on May 28, 2025, he would meet with the maintenance crew to look at both roads.
* 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 with two representatives from Penn State. It was suggested to change the slope to be the other way for drainage. The measurements were taken for the replacement of drainage pipes. It was also discussed as being a two year project with the upper being done first then the lower portion being completed the following year.

Public Safety:

* Cindy Paulmier reported she was unable to attend the Multi-Municipal Commission meeting this last month.

Finance Committee:

* Trisha Hulings revisited the discussion of the winter maintenance of the fire department parking lot. Amanda Mesel suggested discussing this when the fire department meets with the other municipalities to discuss the fire department contracts.

Solid Waste Committee:

* Linda Reed reported that the solid waste committee sent letters to both Daniel Reese and Phillip Downey with no response. Amanda Mesel, Borough Manager, reported that Phillip Downey had sent a text message right before the meeting stating he was unable to make the meeting and Aaron Schmidt reported that Daniel Reese had contacted him stating his letter was lost. After a lengthy discussion about the recycling center, Cindy Paulmier made a motion to allow the maintenance crew permission to clean out the recycling center building and Johnathan Brown seconded the motion. The motion passed all in favor.
* A motion was made by Cindy Paulmier and seconded by Heather Cass to create a solid waste PLGIT checking account to gain interest along with transferring $45,000.00 into the account to start. The motion passed unanimously.

Personnel Committee:

* The Council entered into an Executive Session at 8:42pm to discuss personnel matters. The Council returned to regular session at 9:29pm. Upon returning to regular session, the following actions were taken:
* Heather Cass made a motion to hire part time seasonal maintenance David M. Manning Jr. at the rate of $13.00 per hour at approximately twenty hour per week. The motion was seconded by Johnathan Brown and passed unanimously. Heather Cass made a motion to hire Walter Stover as a part time seasonal employee at the rate of $15.00 per hour for two to three days per week. The motion was seconded by Aaron Schmidt and the motion passed in all favor.
* Heather Cass made a motion to increase Ryan Williams and Chad Pearson’s wages by $1.00 per hour. Ryan William will increase to $19.00 per hour, and Chad Pearson will increase to $18.00 per hour. This increase will begin next pay period which begins on May 26, 2025. Linda Reed seconded the motion, and it passed all in favor.
* Heather Cass made a motion to terminate Administrative Assistant, Sandra Stephens effective immediately. Linda Reed seconded the motion, and it passed unanimously.

Revitalization Committee:

* Aaron Schmidt reported a detailed update on the WWII Re-enactment. The donation total was provided by the Borough Manager, Amanda Mesel. The newest donations were from Warren County Development Association of $1000.00, and Limestone Township donation of $600.00 towards the porta potties. Food sales during the event were discussed along with the organizations that are involved doing sales. A review of the dance at the church was discussed. Aaron Schmidt provided Council with a T-shirt design in which was being worked on for review.

**New Business:**

1. No new business this month.

**Old Business:**

1. Amanda Mesel, Borough Manager, reported that the current projects for Conservation Day 2025 are to have the students seal the playground, paint the flowerpot, bear and post at the borough office, re-mulch at the Borough office, and plant the flowers at Picture Show Park.
2. 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 Stapleford reported she would draft this ordinance. Borough Manager, Amanda Mesel, confirmed that Borough Council still wanted to move forward with the replacement of the auditors with public accountants. It was agreed to have the solicitor begin drawing up the ordinance.
3. Amanda Mesel, Borough Manager, requested that the Council continue suggesting ideas for grants in 2025. No new ideas were suggested at this meeting.
4. Amanda Mesel, Borough Manager, reported that the Local Share Account Statewide grant for the Campbell Hill Road Retaining Wall project and an email was received stating the grant was received and complete. The earliest awards will be announced is September of 2025 for the grant.
5. Amanda Mesel, Borough Manager, stated that the Building and Inspection Underwriters have inspected the property at 128 Main Street. Amanda Mesel, Borough Manager plans to contact the inspector to visit numerous sites in Tidioute Borough with active building permits and for a few to be closed.
6. The recreation committee will be working with John Papalia and Josh Cotton to review the drawings to prepare for the grant. Josh Cotton has volunteered to assist in the writing of the grant for Tidioute Borough.
7. Amanda Mesel, Borough Manager stated that Selective Insurance is still working on the 202-2024 and 358-2024 lawsuits. Amanda reported there is no update on these cases.
8. Amanda Mesel, Borough Manager, stated that the Community Development Block Grant for Sheridan Street engineering is almost complete. Josh Cotton was inquiring about whether or not it would matter if the bidding was awarded in the summer, for the stormwater to be completed by Christmas, leaving the road wouldn’t be restored until Springs. The road could potential be torn up until next Spring. The council agreed it would be completely fine if they began right away.

**Correspondence:**

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

**Second Public Comment:**

* None

**Adjournment:**

A motion was made by Johnathan Brown and seconded by Aaron Schmidt to adjourn the meeting at 9:59pm. The motion passed unanimously.

Respectfully submitted:

Amanda Mesel, Borough Manager

*Approved: June 10, 2025*