**TIDIOUTE BOROUGH**

**COUNCIL MEETING MINUTES**

**June 10, 2025**

The advertised 2025 meeting of Council was called to order by Vice President, Heather Cass 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.

**Heather Cass, Vice President Cindy Paulmier**

**Aaron Schmidt Johnathan Brown**

**Trisha Hulings Linda Reed**

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

**Public:** Resident Chris Morgan, Jani Roberts and Ronnie Weller were present. Nathaniel Weaver, FKU, LLC, also joined Microsoft Teams.

**Public Comment:**

* Chris Morgan was there to discuss the neighbor’s water/sewer line that Mealy’s had installed. The line goes across Mr. Morgan’s property. Heather Cass, Borough Vice President explained this is a Southwest Warren County Municipal Authority issue. It was recommended Mr. Morgan attend the upcoming meeting on Thursday, June 12, 2025. Mr. Morgan also discussed the drain line by his property and would like the Borough to address this issue.
* Mr. Nathaniel Weaver, FKU, LLC stated he had no public comment but may want to speak about something at the end of the meeting.

**Minutes and Approval of Treasurers Report and Bills:** A motion was made by Johnathan Brown, seconded by Trisha Hulings, to accept May 13, 2025, meeting minutes and passed unanimously.

* A motion was made by Johnathan Brown, and seconded by Trisha Hulings to approve the Treasurer’s report, and payment of the bills along with the solid waste bills from April 2025. The motion was passed unanimously.

**President Report:** Steve Morrison, President was not present, and Vice President Heather Cass did not have anything to report.

**Mayor’s Report:** Mayor Henry Brown reported that the COG meetings have had poor attendance but did not have anything to report to the Council from the meetings.

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

* Johnathan Brown questioned how clean up days went from last Saturday, June 7. 2025. Cindy Paulmier reported that not many residents came. The crew was basically done within an hour. Cindy Paulmier recommended next year it only be for one hour.

**Ordinance Report:**

* Vice President, Heather Cass reported that Council was going into executive session at 7:09pm for the purpose of discussing the following matters of litigation: the violations of 5 Scott Street and 277 Main Street court case. The Borough Council came out of executive session at 7:16pm. Vice President, Heather Cass reported no action was taken during the executive session.
* Amanda Mesel, Borough Manager, reported that a new court case needs to be scheduled for the violations at 5 Scott Street and 277 Main Street and one hasn’t been scheduled at this time.
* Cindy Paulmier presented the Council with the new door tag that was created for violations. The door tag will be printed on colored paper. Aaron Schmidt questioned about the item on the door tag “Hedges too tall” and “Hedges encroaches into sidewalk.” Aaron Schmidt also suggested to add “Snow” into the item “Dirt and/or obstructions on public sidewalk.” After discussion of the changes to be made, a motion was made by Johnathan Brown and seconded by Linda Reed to approve the door hangers for ordinance violations with the following changes: remove “hedges to tall” and add “snow into the item of obstructions on public sidewalk. The motion passed all in favor. Cindy Paulmier questioned who would hang the door tags on the residents’ doors and determine violations. It was suggested to contact Code Enforcement Officer Shawn Young.

**Committee Reports:**

Recreation Committee:

* Linda Reed reported that one single Victorian light had been replaced. The additional Victorian light still needs to be replaced into a single unit. The maintenance crew had reported to Amanda Mesel, Borough Manager, that in order to exchange the double Victorian light to the new single, the base would have to be broken. It was determined by the Council Recreation Committee to leave the double installed as the light works. The single light will be stored at the garage as a replacement in the future.
* Heather Cass reported that she has been in contact with the banner company over a reprint. Heather reported that the company is clearing up the logo on the banner. A whole new redesign would cost money, so the decision was made to work on fixing the logo and fixing the background colors.
* The new electrical box at the garage is ready to be installed. David Paulmier purchased all the new electrical materials and will work with the maintenance crew to get the box replaced.
* The Recreation Committee had a meeting scheduled with John Papalia, Mark King, Ronnie Wellner and Jani Roberts to discuss the grant funding and deadlines for the project. The project is expected to be done in 2027 if the grants are awarded. Amanda Mesel, Borough Manager, will submit grant applications the Warren County Foundation.
* Borough Manager, Amanda Mesel submitted the application for the Borough Council for the installation on the Pennsylvania Fish and Boat Commission property. Amanda Mesel has had communication with the Pennsylvania Fish and Boat Commission, but no decision has been made. Amanda Mesel will follow up on the application by the next meeting.
* Linda Reed discussed the fountain at the restrooms at the boat launch after speaking to the maintenance crew, at this time the old fountain will remain in place until a new fountain is purchased for the area.

Streets and Properties:

* Amanda Mesel, Borough Manager, stated that it was reported that a tree at the Tidioute Boat Launch needs replaced. The Pennsylvania Fish and Boat Commission lease grants Tidioute Borough to cut and remove the tree. Tidioute Borough Council recommended that quotes be obtained from the local tree service companies for the meeting in July.
* It was determined that Third Street needs to have the drainage fixed after the most recent storm. After a lengthy discussion, Johnathan Brown will meet with the maintenance crew on Thursday, June 19, 2025, to determine what the next step will be to get the drainage fixed on Third Street and Grant Street.
* Amanda Mesel, Borough Manager, reported that there is no update from the Warren County Conservation District on the Dirt, Gravel and Low Volume Road Project on Campbell Hill Road at this time.

Public Safety:

* Cindy Paulmier reported that the Multi-Municipal Commission is meeting every other month. No meeting took place in May. A meeting will be held in June.
* Amanda Mesel reported that on May 17, 2025, a police report was filed by the Pennsylvania State Police for damage at the boat launch restrooms by juveniles. The investigation is still pending.
* Borough Manager, Amanda Mesel reported that on June 3, 2025, there was damage done to the boat launch restaurants by an adult individual and charges were filed. All information was submitted to the Pennsylvania State Police.

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.
* A motion was made by Linda Reed and seconded by Aaron Schmidt to remove Sandra Stephens from all checking and savings accounts. The motion passed unanimously.

Solid Waste Committee:

* The recycling center remains closed. Amanda Mesel, Borough Manager, reported that this month Bill from the Lion Club International is going to visit the facility to go over what is left in the building. No date is currently set.

Personnel Committee:

* After a lengthy discussion, a motion was made by Johnathan Brown and seconded by Trisha Hulings to change the Borough office hours to the following: Monday – Friday 8:00am to 12:00pm and 1:00pm-3:30pm by appointment only. The motion passed unanimously. Trisha Hulings suggested using the new call blast system to let all of the residents know the office hours have changed.

Revitalization Committee:

* Aaron Schmidt reported all updates on the upcoming WWII Reenactment event. The donations raised will cover the cost of the pyrotechnics for the event. A motion was made by Johnathan Brown and seconded by Aaron Schmidt to approve the Peak Pyro by Kellner’s LLC, display contract. The motion passed all in favor. Aaron Schmidt stated the water needed to be turned on at the Limestone ballfields. Aaron Schmidt provided additional names of companies or residents that needed to receive thank you cards for the support of the event. Aaron also stated the grass at Limestone ballfields and the boat launch need to be taken care of for the event and bleachers will need to be moved the day before the event in the afternoon.

**New Business:**

1. No new business this month.

**Old Business:**

1. 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. The solicitor will have the draft available for the Council to approve as soon as possible.
2. Amanda Mesel, Borough Manager, requested that the Council continue suggesting ideas for grants in 2025. Borough Manager, Amanda Mesel stated that Southwest Warren County Municipal Authority may submit for a vac truck. Amanda also suggested that Council should probably submit for a new piece of equipment for the maintenance crew at this time.
3. Amanda Mesel, Borough Manager, reported that the Local Share Account Statewide grant for the Campbell Hill Road Retaining Wall project has no update. The earliest awards will be announced in September of 2025 for the grant.
4. Amanda Mesel, Borough Manager, stated that the Building and Inspection Underwriters have inspected the property at 128 Main Street. Amanda Mesel, Borough Manager, has no updates on this property from the Building and Inspection Underwriters.
5. The Boating Facility Grant will be submitted with the assistance of Josh Cotton and John Papalia. Amanda Mesel suggested this item be moved on the agenda under the recreation committee as this is handled by that committee now.
6. Vice President, Heather Cass announced that the Tidioute Borough Council will be going into executive session at 8:08pm for the purpose of discussing the following matters of litigation: Warren County Docket Number 572 of 2024 and Docket Number 264 of 2025. Executive Session ended at 8:17pm. Heather Cass stated no action was taken during the executive session.
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. Amanda Mesel also reported the new lawsuit Docket number 264 of 2025 has been turned into the insurance company and the lawyer will take care of it.
8. Amanda Mesel, Borough Manager, stated that the Community Development Block Grant for Sheridan Street engineering is almost completed. No update at this time.

**Correspondence:**

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

**Second Public Comment:**

* Mr. Ronnie Weller discussed raising the funds for the project at the Tidioute Boat Launch.
* Mr. Nathaniel Weaver asked the Borough Council if Sandra Stephens was still employed with the Borough and inquired why Shawn Young isn’t doing work for the Borough anymore.

**Adjournment:**

A motion was made by Johnathan Brown and seconded by Trisha Hulings to adjourn the meeting at 8:22pm. The motion passed unanimously.

Respectfully submitted:

Amanda Mesel, Borough Manager

*Approved: July 8, 2025*