

# Wellsboro Borough Council Reorganization Meeting Minutes

## January 2, 2024

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Mayor John E. Wheeler called the Reorganizational meeting to order at 5:00 p.m. in the Council Meeting Room of the Borough Office at 14 Crafton Street. The Pledge of Allegiance was recited by all.

Attending were Mayor John E. Wheeler, Councilors Craig West, Mike Wood, Matt DeCamp, Louis Prevost and Rachel Smith, Council member Elect Rhonda Pearson, Borough Manager Louis Rachiele, Chief Jim Bodine, and Secretary/Treasurer Amy Kane Perry. Also in attendance were Natalie Kennedy from the Wellsboro Gazette, Eric Pearson, Kayden Pearson, Wayne Gray and Terrie Seymour.

**Mayor Wheeler conducted the swearing in of Newly Elected Council Members:**

Mike Wood for a 4-year term  
Louis Prevost for a 4-year term  
Rhonda Pearson for a 4-year term  
Rachel Smith for a 2-year term

**Mayor Wheeler conducted the Nomination and Election of Council President:**

Councilor West nominated Matthew DeCamp for Council President and Matthew DeCamp nominated Craig West for Council President. No other nominations were made. A motion was made and a vote was taken:

Councilor West: Councilor DeCamp  
Councilor Wood: Councilor DeCamp  
Councilor Prevost: Councilor DeCamp  
Councilor Pearson: Councilor DeCamp  
Councilor DeCamp: Councilor West  
Councilor Smith: Councilor DeCamp

Councilor DeCamp won the nomination by a majority vote.

**Mayor Wheeler conducted the Nomination and Election of Council Vice President:**

Councilor DeCamp nominated Craig West for Vice President. No other nominations were made. A motion was made and a roll call vote was taken:

Councilor West: Aye  
Councilor Wood: Aye  
Councilor Prevost: Aye  
Councilor Hart: Aye  
Councilor DeCamp: Aye  
Councilor Clark: Aye

The motion passed unanimously.

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Councilor West nominated Mike Wood as President Pro Tempore. No other nominations were made. Councilor West made a motion to appoint Mike Wood as President Pro Tempore. This was seconded by Councilor Prevost and carried.

Councilor Wood made a motion to re-appoint Cox, Stokes and Lantz as Solicitor. Councilor West seconded the motion and it carried.

Councilor West made a motion to re-appoint Larson Design Group and W. Scott Bray as the borough engineers on an as-needed basis. Councilor Prevost seconded the motion and it carried.

Councilor Prevost made a motion to re-appoint Louis Rachiele as Borough Manager. Councilor Smith seconded the motion and it carried.

Councilor West made a motion to re-appoint the following depositories for the Borough: First Citizens Bank, Northwest Savings Bank, Citizens and Northern Bank, and Pennsylvania Local Government Investment Trust. Councilor Wood seconded the motion and it carried.

Councilor Prevost made a motion to re-appoint Erb Inspection as the Floodplain Ordinance administrator. Councilor Wood seconded the motion and it carried.

Councilor West made a motion to re-appoint board members to new terms per the following list. Councilor Prevost seconded the motion and it carried.

Councilor West made a motion to re-appoint board members to new terms per the following. The motion was seconded by Councilor Prevost and carried.

**Wellsboro Municipal Authority –**

Bob DeCamp – 5 year term ending 2028

**Wellsboro Borough Municipal Authority –**

Sharon Zuchowski – 5 year term ending 2028

**Wellsboro Parking Authority –**

Kim Miller – 5 year term ending 2028

**Wellsboro Shade Tree Commission –**

Scott Nichols – 5 year term ending 2028

**Wellsboro Planning Commission –**

Ronald Comstock – 4 year term ending 2027

**Wellsboro Zoning Hearing Board –**

Tim Sick – 3 year term ending 2026

**Grand Canyon Airport Authority**

Shaw Siglin - 5 year term ending 2028

Skip Shaw - 5 year term ending 2028

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Councilor West made a motion to re-appoint board members to new terms per the following. The motion was seconded by Councilor Prevost and passed with a vote of 4/2, with Councilors Wood and Pearson casting the descending votes.

### **Historical Architectural Review Board**

Kathy Eastbridge – 4 year term ending 2027

Christina Vandergrift – 4 year term ending 2027

Teresa Capuzzo – 4 year term ending 2027

Councilor Pearson made a motion to appoint Louis Rachiele as voting delegate for the Pennsylvania State Association, with John Wheeler serving as the alternate for Wellsboro Borough. Councilor Wood seconded the motion and it carried.

Councilor Prevost made a motion to approve the minutes of the December 11, 2023 Council Meeting. The motion was seconded by Councilor West and carried.

### **Public Comments on Agenda Items**

**OLD BUSINESS**  
**NEW BUSINESS**

**HARB:**

**Committee Reports:**

### **General Government, Administration, Buildings, Personnel**

Councilor Smith made a motion to ratify and approve accounts payable for all accounts. The motion was seconded by Councilor West and carried.

Councilor Smith made a motion to approve the Treasurers Report for December 2023. The motion was seconded by Councilor Prevost and carried.

### **Safety, Police, Fire, Protective Inspections, Codes, EMA**

### **Mayor's Report**

Mayor made a proclamation to hold the Halloween Parade on Thursday, October 31, 2024 at 6pm with trick-or-treat to follow until 8:30pm.

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### Police Report

Councilor Wood made a motion to authorize the Police Chief to begin the process of pricing and ordering a new police vehicle for delivery in 2025. The motion was seconded by Councilor Prevost and carried.

Councilor Wood made a motion authorizing Chief James Bodine and Secretary/Treasurer Amy Kane Perry to sign any documents necessary for the ordering and purchasing of the new police vehicle. The motion was seconded by Councilor Prevost and carried.

Police Report - Chief Bodine reported the following:

- Smooth Holiday for the Police Department

### Public Works, Solid Waste, Highways, Parking, Water, Sewer

Community-wide Yard Sales will be held on May 3<sup>rd</sup> and 4<sup>th</sup> and October 11<sup>th</sup> and 12<sup>th</sup>

Spring Cleanup will be the week of May 6<sup>th</sup> on your regularly scheduled garbage pick-up day

Fall Cleanup will be the week of October 14<sup>th</sup> on your regularly scheduled garbage pick-up day

### Parks & Recreation, Trees, Beautification, Senior Center

Councilor Prevost made a motion to approve the following events and requests for road closures from the Wellsboro Chamber of Commerce and the Wellsboro Foundation. The motion was seconded by Councilor Smith and carried.

February 10 – **Winter Celebration** – No road closure. ice carvings on sidewalks

May 17<sup>th</sup> – 19<sup>th</sup> – **Mary Wells Days** (sidewalk sales) No road closure

June 8<sup>th</sup> – **Family Day**: Post the areas around the Green as “NO PARKING,” close Charles Street from Pearl Street to Main St. and close Pearl St. from Charles Street to Central Ave. Event runs from 8am-3pm (that’s including setup/tear down time).

June 9<sup>th</sup> – **Pet Parade**, starts at 1:30pm – Charles St. between Pearl and Main St. from 11 a.m. to 3 p.m. and provide traffic control at Queen St. and Central Ave. intersections as the parade travels from Packer Park up Main St. to Charles St. and "The Green" at 1:30 p.m.

June 13<sup>th</sup> – 15<sup>th</sup> – **Laurel Festival Vendors**, - Close Pearl Street from Central Avenue to Charles, and Charles Street from Walnut to Main Street beginning at 6:00 a.m. on Thursday until 8:30pm Saturday night.

June 15<sup>th</sup> – **2-mile Fun Run/10k Race** (map attached) the 10k starts at 9:00am & the Fun Run departs immediately after.

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June 15<sup>th</sup> 2pm- **Laurel Festival Parade**

June 28<sup>th</sup> – 29<sup>th</sup> – **Susquehannock Trail Performance Rally (STPR): changes are likely.**

Closings: June 29<sup>th</sup> from 8am-1pm, Charles Street from Main Street to Walnut Street & Pearl Street from Norris Street to Central Avenue; Saturday, Main St. from Central Avenue to Norris St./Charles St. from Main St. to Walnut St./Pearl St. from Norris St. to Central Avenue/No Parking posted in the above areas and Central Ave by the Chamber Office. Please bag meters around the Green.

September 16<sup>th</sup> - **Producers Show Case** No Closings, use of the sidewalks for local producers.

October 26<sup>th</sup> **Halloween Event** with UPMC Green Will update

December 7<sup>th</sup> – **Dickens of a Christmas**, street closings: Main Street - from East Avenue to Central Avenue/Crafton Street – from Pearl Street to alley behind Citizens & Northern Bank/Walnut Street – from Pearl Street to Water Street - 7AM-5:00PM

August 9<sup>th</sup> & 10<sup>th</sup> – **Comic Con** Street closings: Central Ave from Main Street to Water Street. Road to be closed from 7PM on the 9<sup>th</sup> to the end of the event on the 10<sup>th</sup>.

**Employee Benefits, Negotiations, Insurance, Safety, Training**

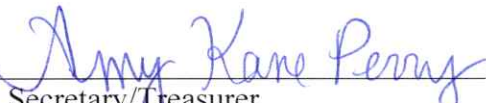
**Other Business**

**Public Comments**

- Terrie Seymour – Ms. Seymour shared her concerns regarding the safety issue with the parking space located on Crafton Street next to the Wine & Spirits Store. Vehicles parked in the spot block the line of vision for traffic, especially for individuals backing out of the Wine & Spirits parking lot.

**Adjourn** – Councilor West made a motion to adjourn. The motion was seconded by Councilor Wood and carried. The meeting was adjourned at 5:23pm. Next Borough Council Meeting is February 12, 2024 at 5pm.

Minutes respectfully submitted by

  
Secretary/Treasurer