

AGENDA
CLINTONVILLE BOROUGH
COUNCIL MEETING
February 7, 2023 at 6:30 p.m.

Call to Order

**Mayor Megan Weber __ Wanda Jacobs __ Sue Sandrock __ Mike Sandrock __ Jim Bollinger __
Cass Bollinger __ Becky Hedglin __ Ashley Rayl __ Police __ Judy Stoops __**

Pledge of Allegiance & Prayer

Public Comments:

Minutes - Motion to accept from January 3, 2022 – 2nd motion

Financials - Motion to approve payments and checks signed since last meeting. 2nd Motion

Police Report:

Correspondence:

- Infrastructure Bank open now.

Old Business:

- Water Meter Reading _____
- Fire Extinguisher check _____
- Motion to place ad for Ordinance #2023-1 – Vacating part of Thorne Alley for Francis Property.

New Business:

Roads & Sidewalk: Mike Sandrock and Sue Sandrock

Parks & Building: Jim Bollinger, Becky Hedglin, Wanda Jacobs

- Seal Coating parking lot at Medical Center – Get prices
- Ben Burd finished new duct work for \$1,500.00.

- Motion to advertise for lawn mowing

Oil Region COG Report: Becky Hedglin

Location –

Date:

CVFD Report: Ashley Rayl

Mayor's Report: Megan Weber

- Planning Commission Update
- Precious Paws Update

CSWA Report: Cass Bollinger – Mary Kelly

- Still working on installing meters, submitted PENNVEST application for water tower.

Motion to adjourn

Second Motion:

Time:

- **Next meeting:** Tuesday, March 1 at 6:30 p.m.

Clintonville Borough, Venango County, PA
Meeting Minutes for January 3, 2023, Council Meeting

The reorganizational meeting of the Clintonville Borough Council was called to order at 6:30 p.m. with Vice-President, Sue Sandrock presiding. The meeting was opened with The Pledge of Allegiance, and Megan Weber said a prayer. Council members present were Jim Bollinger, Cass Bollinger, Mike Sandrock, Sue Sandrock, Wanda Jacobs, Ashley Rayl, and Mayor Megan Weber. Also present were Mary Kelly, (Tax Collector), Officer Deeter, Joe Kelly, Aaron Kaylor, and Judy Stoops. Becky Hedglin not present - out of town for work.

Public Comment - none

Mike Sandrock motioned to approve the minutes from December 6, 2022, as presented. 2nd motion by Jim Bollinger. All in favor, except Cass Bollinger abstained, motion is carried and approved.

Financials - Jim Bollinger made a motion to approve payments and checks signed since last meeting. 2nd motion Ashley Rayl. All in favor, motion is carried and approved.

Police Report: Officer Deeter explained his report. Hours were not added correctly so we owe one hour of \$36.00 next month.

Correspondence for the month: Nothing

Old Business:

Water Meter Reading 8572 - 1252 gallons

Fire Extinguisher check - good

New Business:

New Resolutions to approve:

Jim Bollinger made a motion to adopt Resolution 2023-1 Appoint Secretary, Treasurer - Judy Stoops. 2nd motion by Mike Sandrock. All in favor, motion is carried and approved. Ashley Rayl made a motion to go into executive session at 7:10 to discuss Judy's wages. 2nd motion by Wanda Jacobs. Jim Bollinger made a motion to end executive session at 7:15 p.m. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved. Jim Bollinger made a motion to go back into regular session. 2nd motion by Mike Sandrock. All in favor, motion is carried and approved. Cass Bollinger made a motion to have the pay stay the same for Judy Stoops at \$550.00 per month. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Ashley Rayl made a motion to adopt Resolution 2023-2 Appoint Open Records Officer - Judy Stoops. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Wanda Jacobs made a motion to adopt Resolution 2023-3 Appoint Solicitor. - Bruce Getsinger. 2nd motion by Jim Bollinger. All in favor, motion is carried and approved.

Cass Bollinger made a motion to adopt Resolution 2023-4 Appoint Depository for All Monies - Mercer County State Bank. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Jim Bollinger made a motion to adopt Resolution 2023-5 Appoint Borough Auditor - Mattern CPA, LLC. and to sign contract. 2nd motion by Cass Bollinger. All in favor, motion is carried and approved.

Cass Bollinger made a motion to adopt Resolution 2023-6 Appoint Newspaper of Circulation - Progress News. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Jim Bollinger made a motion to adopt Resolution 2023-7 Borough Fee Schedule as presented. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Mike Sandrock made a motion to adopt Resolution 2023-8 Borough Engineer - Senate Engineering. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Wanda Jacobs made a motion to adopt Resolution 2023-9 Borough SEO - Patrick Kelley. 2nd motion by Ashley Rayl. All in favor. Motion is carried and approved.

Roads & Sidewalk: Mike Sandrock and Sue Sandrock - Mirror is up. Judy to order one more no solicitation sign.

Parks & Building: Jim Bollinger, Becky Hedglin, & Wanda Jacobs - Jim Bollinger made a motion to have Ben Burd install new furnace duct work for approx. \$1,500.00, once he has submitted paperwork. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

OIL Region COG Report: Becky Hedglin - No meeting in December. Our consultants for the Infrastructure Bank will be attending the January 19th COG Meeting in Cranberry to present information on the 2023 Infrastructure Bank. The meeting is at 7pm. If you would like additional information, that's a great opportunity to hear more about the program.

CVFD Report: Ashley Rayl - 2023 Roof will get fixed, bought another chest freezer, gun raffle in April, ladies' night on March 18 is sold out.

Mayor's Report: Megan Weber - No planning commission meeting in December, tree was well received and will do it again next year,

CSWA Report: Cass Bollinger - Mary Kelly - Working on grants for tower and sewer plant.

7:45 p.m. Cass Bollinger made a motion to adjourn. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Judy Stoops
Secretary/ Treasurer

**Clintonville Borough General Fund
Treasurer's Report
As of February 7, 2023**

Date	Num	Name	Memo	Original Amount	Balance
100.02 · Mercer County State Bank - Curr					42,173.32
01/04/2023	1633	Mary Kelly, 2	cleaning	-30.00	42,143.32
01/04/2023			Deposit- Taxes	1,021.16	43,164.48
01/04/2023	1634	Penelec	head start	-385.11	42,779.37
01/04/2023	1635	Kelly, Mary M	Payroll	-45.07	42,734.30
01/04/2023	1636	Ben Burd	no heat service call	-80.00	42,654.30
01/04/2023	1637	Polk Borough	39 1/2 hours Dec.	-1,422.00	41,232.30
01/09/2023	1638	The Progress News	ad for meeting dates	-15.00	41,217.30
01/09/2023	1639	County of Venango	2022 tax cards	-100.59	41,116.71
01/10/2023	EFT	Columbia Gas	office	-398.74	40,717.97
01/16/2023	EFT	Armstrong	phone	-31.09	40,686.88
01/16/2023			Deposit - Rent	325.00	41,011.88
01/16/2023			Funds Transfer	-325.00	40,686.88
01/16/2023	1640	TJB Consulting	1/2 webpage	-310.00	40,376.88
01/17/2023	EFT	Penelec	office	-76.69	40,300.19
01/18/2023			Deposit - EIT Tax	593.08	40,893.27
01/23/2023			Deposit- Transfer Tax	970.20	41,863.47
01/26/2023			Deposit - rent	525.00	42,388.47
01/26/2023			Deposit - Tax Claim	196.39	42,584.86
01/26/2023			Deposit - Franchise Fee	335.61	42,920.47
01/30/2023	EFT	Penelec	Park	-38.04	42,882.43
01/30/2023	1641	Mary Kelly, 2	cleaning	-30.00	42,852.43
01/31/2023	1643	Ben Burd	new duct work for furance	-1,500.00	41,352.43
01/31/2023	1644	Penelec	Head Start	-334.65	41,017.78
02/01/2023	1642	Stoops, Judith A	Payroll	-470.15	40,547.63
Total 100.02 · Mercer County State Bank - Curr					40,547.63
TOTAL					40,547.63

**Clintonville Borough General Fund
PLGIT Savings
As of February 7, 2023**

Type	Date	Num	Name	Memo	Paid Amount	Balance
100.04 · PLGIT						2,500.00
Transfer	01/16/2023			Funds Transfer	325.00	2,825.00
Total 100.04 · PLGIT						2,825.00
TOTAL						2,825.00

**Borough American Rescue Plan Act
Treasurer's Report**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.03 · Borough ARPA					48,938.47
Total 100.03 · Borough ARPA					48,938.47
TOTAL					48,938.47

**Clintonville Borough State Fund
Treasurer's Report
As of February 7, 2023**

Date	Num	Name	Memo	Amount	Balance
100.01 · Mercer County State Bank - Curr					2,408.12
01/09/2023	1029	Sauer Snowplowing ...	snow	-2,640.00	-231.88
01/09/2023			Funds Transfer	2,500.00	2,268.12
01/13/2023	125	Penelec	street lights	-565.59	1,702.53
01/31/2023			Funds Transfer	2,000.00	3,702.53
Total 100.01 · Mercer County State Bank - Curr					1,294.41
TOTAL					3,702.53

**Clintonville Borough State Fund
PLGIT Savings - Treasurer's Report
As of February 7, 2023**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.002 · PLGIT Savings					7,217.12
01/09/2023			Funds Transfer	-2,500.00	4,717.12
01/31/2023			Funds Transfer	-2,000.00	2,717.12
Total 100.002 · PLGIT Savings					-4,500.00
TOTAL					2,717.12