

AGENDA
CLINTONVILLE BOROUGH
COUNCIL MEETING
January 2, 2024 at 6:30 p.m.

Call to Order

Mayor Megan Weber __ **Becky Hedglin**, President __ **Sue Sandrock**, Vice-President ____
Jim Bollinger __ **Wanda Jacobs** __ **Linda Kaylor** __ **Ashley Rayl** __ **Mike Sandrock** __ **Judy**
Stoops __ **Police** ____

Pledge of Allegiance & Prayer

Mayor opens Nominations and Election of President:

Mayor opens Nominations and Election of Vice President:

Nominations and Election of President Pro Tem Appointment:

President takes back over meeting

Appoint Vacancy Board Chair:

Committees Appointments:

Roads & Sidewalks -

Parks & Building -

CVFD -

CBSWA –

EMA -

Public Comments:

Minutes - Motion to accept minutes from December 5, 2023, meeting – 2nd motion

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

ATTORNEY- Bruce Getsinger — Motion to adopt
Intergovernmental agreement with Clinton Twp.
Property Maintenance Ordinance 2024-1

Police Report: Motion to approve new rate for 2024 at \$30.00 an hour.

Correspondence:

Old Business:

- Water Meter Reading _____
- Fire Extinguisher check _____

New Business:

New Resolutions to approve: 2024-1 Appoint Secretary, Treasurer – Judy Stoops

Judy's pay – current is \$550.00 per month

2024-2 Appoint Open Records Officer – Judy Stoops

2024-3 Appoint Solicitor - Bruce Getsinger

2024-4 Appoint Depository for All Monies – Mercer County State Bank, PLGIT

2024-5 Appoint Borough Auditor – Mattern CPA, LLC. – sign paperwork

2024-6 Appoint Newspaper of Circulation – Progress News

2024-7 Borough Fee Schedule

2024-8 Appoint SEO – Patrick Kelley

2024-9 – Appoint Borough Engineer – Senate Engineering

Roads & Sidewalk: Mike Sandrock and Sue Sandrock

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

Oil Region COG Report: Becky Hedglin No meeting in December

CVFD Report: Ashley Rayl

Mayor's Report: Megan Weber

Clintonville Stray Cat Spay & Neuter Project –

Submitted list of businesses to News Herald for yearly business review, tentative publication date 2/16/24.

Planning Commission -

Free Library Box – box complete but on hold until gas line work is completed.

Food Trucks- will begin again in June. Planning on 2 a month June through August.

CSWA Report: Mary Kelly & Becky Hedglin – Penn Vest closing meeting Wed. Jan. 3 at 9:00 a.m.

Motion to adjourn

Second Motion:

Time:

- **Next meeting:** Tuesday, February 7 at 6:30 p.m.

Clintonville Borough, Venango County, PA
Meeting Minutes for December 5, 2023, Council Meeting

The monthly meeting of the Clintonville Borough Council was called to order at 6:30 p.m. with President, Becky Hedglin presiding. The meeting was opened with The Pledge of Allegiance and Becky Hedglin said a prayer. Council members present were Mayor Megan Weber, Becky Hedglin, President, Sue Sandrock, Vice-President, Ashley Rayl, Wanda Jacobs, Mike Sandrock, and Judy Stoops, Secretary/Treasurer. Also, present were Mary Kelly (Tax Collector), Joe Kelly, Linda Kaylor, and Officer Deeter. Cass and Jim Bollinger were on vacation.

Public Comment - None

Wanda Jacobs made a motion to approve the minutes from meeting on November 6, 2023, as presented. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

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

Police Report: Officer Deeter explained his report.

Correspondence for the month: None

Old Business: Water Meter Reading 16912 1174 gallons
Fire Extinguisher check - good

Ashley Rayl made a motion to advertise to adopt in January the new property maintenance ordinance 2024-1. 2nd motion by Wanda Jacobs. All in favor, except Mike Sandrock opposed.

Blind Person Sign - Permit Application from Penn Dot - Meeting Nov. 16 at 1:00 with Wanda. The board decided to do nothing at this time.

Ad for maintenance person - no applications or phone calls so far.

Intergovernmental Agreement for Maintenance - Clinton Twp. - Becky went to Clinton Township meeting, and they are accepting of this. The Attorney and Becky are working on an agreement.

New Business:

Mike Sandrock made a motion to adopt the budget on Resolution 2023-14. 2nd motion by Wanda Jacobs. All in favor, motion is carried approved.

Sue Sandrock made a motion to adopt meeting times for 2024 and to place ad to advertise them. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

EMA Coordinator: Megan Weber - Nothing

Roads & Sidewalk: Mike Sandrock and Sue Sandrock - Pole at post office - light is not working. Sue talked to Gas Company and they will be done December 31 and will seed in May.

Parks & Building: Jim Bollinger, Becky Hedglin, & Wanda Jacobs - Work for next year for maintenance - Windows at building need painted, basement at medical center needs fixed for dampness. Mike Sandrock made a motion for Becky to get the headstart rented to St. Pat's for a temporary rental if needed before meeting. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

OIL Region COG Report: Becky Hedglin - Location - Cranberry Township Date: November 16, 2023
Becky attended last month - no special speaker. This is the last meeting for 2023.

CVFD Report: Ashley Rayl - Dec. 16 - Sleigh Ride - Cox Street to Park Street - closing street. Ashley Rayl made the motion and seconded by Sue Sandrock. All in favor, motion is carried and approved. Auction profit - \$1117.00 and night at the races profit - \$10,800.00. Sue Sandrock made a motion to bill Fire Dept. for \$100.00 fee for grant. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Mayor's Report: Megan Weber -

Clintonville Stray Cat Spay & Neuter Project - 46 cats have been through the program to date. Will be fundraising after the holidays and will begin trapping again in the spring.

Community Tree- held 12/2 at 3:30, 105 Franklin St. Same formats as last year. Will donate remaining items to Sinner's Sanctuary after Christmas.

Submitted list of businesses to News Herald for yearly business review, tentative publication date 2/16/24.

Planning Commission - Electronic recycling dates: 3/2/24, 6/1/2024, 8/3/2024, 11/2/2024
Requested information on the Venango County Housing Rehabilitation Program.
PennDot subdivision in Clintonville. Jenna conducted a preliminary review but has not received final plans for review and recording yet. Meeting time moving to 4:30 starting in January.

Free Library Box - box complete but on hold until gas line work is completed.

Food Trucks- will begin again in June. Planning on 2 a month June through August.

CSWA Report: - Cass - Mary Kelly - Tuesday Dec. 19 at 2:00 is Penn Vest Closing meeting. Becky and Mary will meet for Penn Vest meeting on Friday.

Wanda Jacobs made a motion to adjourn at 7:33 p.m. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Judy Stoops
Secretary/ Treasurer

**Clintonville Borough General Fund
Treasurer's Report
As of January 2, 2024**

Date	Num	Name	Memo	Original Amount	Balance
100.02 - Mercer County State Bank - Curr					22,503.73
12/06/2023	1772	Kelly, Mary M	Payroll	-2.96	22,500.77
12/06/2023			Deposit - Per Cap. Taxes	66.94	22,567.71
12/06/2023	1773	TJB Consulting	1/2 subscription	-310.00	22,257.71
12/06/2023	1774	Penelec	head start	-275.08	21,982.63
12/06/2023	1775	Polk Borough	45 hours - November	-1,710.00	20,272.63
12/06/2023	1776	Judy Stoops	fee for fire dept grant	-100.00	20,172.63
12/07/2023	EFT	Columbia Gas	heat	-132.64	20,039.99
12/13/2023			Deposit - EIT tax	631.13	20,671.12
12/15/2023	EFT	Penelec	office	-81.40	20,589.72
12/16/2023	EFT	Armstrong	phone	-31.78	20,557.94
12/18/2023			Deposit - Grant Fire Dept.	100.00	20,657.94
12/18/2023			Deposit - rent	325.00	20,982.94
12/18/2023			Funds Transfer	-325.00	20,657.94
12/18/2023	1777	The Progress News	ad for budget	-15.00	20,642.94
12/18/2023			Deposit - EIT Tax	544.75	21,187.70
12/19/2023	E-pay	United States Treas.	23-7412547 QB Tracking # ...	-305.00	20,882.70
12/19/2023	E-pay	Pennsylvania Dept. ...	95455495 QB Tracking # ...	-52.18	20,830.52
12/19/2023	EFT	HAB-EIT - Berkheimer	4th qtr taxes	-16.98	20,813.54
12/19/2023	1778	PSAB UC Piann	61-05686M	-47.03	20,766.51
12/19/2023	EFT	PA UC Fund	4th qtr taxes	-1.17	20,765.34
01/02/2024	EFT	Penelec	Park	-124.38	20,640.98
01/02/2024	1779	Stoops, Judith A	Payroll	-470.14	20,170.84
Total 100.02 - Mercer County State Bank - Curr					20,170.84
TOTAL					20,170.84

**Clintonville Borough General Fund
PLGIT Savings
As of January 2, 2024**

Type	Date	Num	Name	Memo	Paid Amount	Balance
100.04 - PLGIT						6,360.98
Transfer	12/18/2023			Funds Transfer	325.00	6,685.98
Total 100.04 - PLGIT						6,685.98
TOTAL						6,685.98

**Borough American Rescue Plan Act
Treasurer's Report
As of January 2, 2024**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.03 - Borough ARPA					48,983.41
Total 100.03 - Borough ARPA					48,983.41
TOTAL					48,983.41

**Clintonville Borough State Fund
Treasurer's Report
As of January 2, 2024**

Date	Num	Name	Memo	Amount	Balance
100.01 - Mercer County State Bank - Curr					4,501.35
12/10/2023	EFT	Penelec	street lights	-672.47	3,828.88
12/10/2023	1034	Sauer Snowplowing ...	snow plowing	-300.00	3,528.88
12/19/2023	EFT	Mercer County State	bank charges rever..	7.00	3,535.88
Total 100.01 - Mercer County State Bank - Curr					3,535.88
TOTAL					3,535.88

**Clintonville Borough State Fund
PLGIT Savings - Treasurer's Report
As of January 2, 2024**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.002 - PLGIT Savings					29,999.42
Total 100.002 - PLGIT Savings					29,999.42
TOTAL					29,999.42