

**AGENDA
CLINTONVILLE BOROUGH
COUNCIL MEETING
January 3, 2022 at 6:30 p.m.**

Call to Order

Mayor ___ Wanda Jacobs___ Sue Sandrock ___ Mike Sandrock___ Jim Bollinger ___ Cass
Bollinger___ Becky Hedglin___ Ashley Rayl ___ Police___ Judy Stoops___

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

Public Comments:

Appoint Vacancy Board Chair:

Committees Appointments:

Roads & Sidewalks -

Parks & Building -

CVFD -

CBSWA –

EMA -

New Business:

New Resolutions to approve: 2022-1 Appoint Secretary, Treasurer – Judy Stoops

Judy's pay -

2022-2 Appoint Open Records Officer – Judy Stoops

2022-3 Appoint Solicitor - Bruce Getsinger

2022-4 Appoint Depository for All Monies – Mercer County State Bank, PLGIT

2022-5 Appoint Borough Auditor – Mattern CPA, LLC. – sign paperwork

2022-6 Appoint Newspaper of Circulation – Progress News

2022-7 Borough Fee Schedule

2022-8 Appoint SEO – Patrick Kelley

2022-9 – Appoint Borough Engineer – Senate Engineering

Minutes - Motion to accept from December 7, 2021 –

2nd motion

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

2nd Motion

Police Report:

Correspondence:

Old Business:

- Water Meter Reading _____
- Fire Extinguisher check _____

- Head Start Building – Moving there

Roads & Sidewalk: Mike Sandrock and Joe Kelly

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

Oil Region COG Report: Becky Hedglin

Location –

Date:

CVFD Report: Sue Sandrock & Mike Sandrock

- Tax Levy Ordinance

Mayor's Report: Megan Weber

CSWA Report: Cass Bollinger

- Reappoint Bryan Stewart for another term of 5 years on Authority

Motion to adjourn

Second Motion:

Time:

Next meeting: Tuesday, February 4, 2022 at 6:30 p.m.

Clintonville Borough, Venango County, PA
Meeting Minutes for December 7, 2021, 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 Mike Sandrock, Sue Sandrock, Becky Hedglin, and Wanda Jacobs. Also, present were Mary Kelly, (Tax Collector), Chief Sharp, Ashley Rayl, Megan Weber, Matthew McCoy, Aaron Kaylor, and Judy Stoops.

Public Comment - None

Mike Sandrock made a motion to approve the minutes from meeting on November 1, 2021, as presented. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

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

Police Report: Chief Sharp explained the monthly report and .50 cents an hour raise for new police contract. He will make new 4-year police contract and have it ready for meeting in January. Then to keep it on a 5-year cycle. It will have minimum of 8 hours per week and maximum of 100 hours per month.

Correspondence for the month:

Right to know request from Megan Weber – requesting emails discussing Clintonville Borough business for the period of 6/1/2021 to 11/29/2021 including emails discussing Polk Borough police who also serve Clintonville Borough. Also requesting a copy of the contract between the Clintonville Borough Mayor and Polk Borough police.

Old Business: Water Meter Reading 1090 - 565 gallons
Fire Extinguisher check - good

Headstart building - The move is tabled till next month when we have a full board present.

New Business:

Wanda Jacobs made a motion to adopt 2022 budget On Resolution 2021-15. 2nd motion by Mike Sandrock. All in favor, motion is carried and approved.

Mike Sandrock made a motion to adopt meeting times and dates and to place ad to advertise them. The first Tuesday of every month at 6:30., except January which is reorg meeting on Monday, January 3. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

Roads & Sidewalk: Mike Sandrock and Joe Kelly
Clintonville Borough signs are here and need to be put up.

Parks & Building: Jim Bollinger, Becky Hedglin, & Wanda Jacobs
Marvin winterized the concession stand for us for free again. Thank you.

Wanda Jacobs made a motion retro back to Nov. 13 to purchase a new furnace for the medical center for \$1,926.00. It was installed on Dec. 3. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

OIL Region COG Report: Becky Hedglin - Cancelled last month because of COVID.

CVFD Report: Sue Sandrock & Mike Sandrock- Sue Sandrock reported that they got the loan for \$78,000 and done working on roof. They are looking for bids to remodel the inside now. They paid off generator. They got new air packs and uniforms.

Mayor's Report: He is working out of town and not present at meeting.

CSWA Report: - Mary Kelly - Kaylor lawsuit settled. Working on getting new program for water meters set up.

7:15 p.m. Wanda Jacobs made a motion to adjourn. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

Judy Stoops
Secretary/ Treasurer

**Clintonville Borough General Fund
Treasurer's Report
As of January 3, 2022**

Date	Num	Name	Memo	Original Amount	Balance
100.02 · Mercer County State Bank - Curr					35,860.60
12/08/2021			Deposit - EIT Tax	78.95	35,939.55
12/08/2021			Deposit - Realty Transfer ...	465.50	36,405.05
12/08/2021			Deposit - Taxes	90.02	36,495.07
12/08/2021	1449	Kelly, Mary M	Payroll	-3.96	36,491.11
12/08/2021	1451	Penelec	Headstart	-205.14	36,285.97
12/08/2021	1450	TJB Consulting	1/2 for weboage	-310.00	35,975.97
12/08/2021			Deposit - Right to Know	5.75	35,981.72
12/08/2021	1452	Polk Borough	36.5 hours Police	-1,277.50	34,704.22
12/08/2021	1453	Stoops, Judith A	Bonus	-100.26	34,603.96
12/13/2021	1454	Christy Plumbing, H...	furance at medical center	-1,926.00	32,677.96
12/13/2021	1455	VCTCC	Dues	-43.00	32,634.96
12/13/2021			Deposit - Fines	25.86	32,660.82
12/13/2021			Deposit	20.00	32,680.82
12/15/2021	EFT	Penelec	Office	-52.95	32,627.87
12/15/2021			Deposit - EIT Tax	586.51	33,214.38
12/15/2021			Deposit- Rent	325.00	33,539.38
12/16/2021	EFT	Armstrong	phone	-31.09	33,508.29
12/20/2021	1456	Beels Insurance - 2	Judy's bond	-250.00	33,258.29
12/20/2021	1457	County of Venango	tax cards printing	-100.83	33,157.46
12/20/2021	1458	The Progress News	special meeting	-15.00	33,142.46
12/30/2021	EFT	Penelec	Park	-37.21	33,105.25
12/30/2021	E-pay	United States Treas...	23-7412547 QB Tracking ...	-323.36	32,781.89
12/30/2021	E-pay	Pennsylvania Dept. ...	95455495 QB Tracking # ...	-53.86	32,728.03
12/30/2021	EFT	HAB-EIT - Berkheimer	EIT tax 4th qtr	-17.54	32,710.49
12/30/2021	EFT	PA UC Fund	4th qtr UC Tax	-1.04	32,709.45
12/30/2021	1459	PSAB UC Plann	61-05686M	-49.73	32,659.72
01/03/2022	1461	Stoops, Judith A	Payroll	-461.39	32,198.33
01/03/2022	1460	VOID	VOID	0.00	32,198.33
01/03/2022			Deposit - no lien	10.00	32,208.33
01/03/2022			Deposit - CCI permits	95.20	32,303.53
01/03/2022			Deposit- Rent	525.00	32,828.53
01/03/2022	1462	Mary Kelly, 2	cleaning	-30.00	32,798.53
01/03/2022	1463	PSAB	annual dues	-40.00	32,758.53
01/03/2022	1464	The Progress News	Budget, 2022 meetings	-30.00	32,728.53
01/03/2022			Deposit - Taxes	940.19	33,668.72
01/03/2022	1465	Kelly, Mary M	Payroll	-41.51	33,627.21
Total 100.02 · Mercer County State Bank - Curr					33,627.21
TOTAL					33,627.21

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

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.03 - Borough ARPA					24,441.07
Total 100.03 - Borough ARPA					24,441.07
TOTAL					24,441.07

**Clintonville Borough State Fund
Treasurer's Report
As of January 3, 2022**

Date	Num	Name	Memo	Amount	Balance
100.01 - Mercer County State Bank - Curr					2,911.22
12/13/2021	EFT26	Penelec	street lights	-575.39	2,335.83
12/13/2021	1022	Sauer Snowplowing ...	snow plowing	-1,015.00	1,320.83
12/14/2021			Funds Transfer	2,000.00	3,320.83
Total 100.01 - Mercer County State Bank - Curr					409.61
TOTAL					3,320.83

**Clintonville Borough State Fund
PLGIT Savings - Treasurer's Report
As of January 3, 2022**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.002 - PLGIT Savings					21,017.96
12/14/2021			Funds Transfer	-2,000.00	19,017.96
Total 100.002 - PLGIT Savings					-2,000.00
TOTAL					19,017.96