

AGENDA
CLINTONVILLE BOROUGH
COUNCIL MEETING
March 5, 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

Public Comments:

Minutes - Motion to accept from Feb. 6, 2024 – 2nd motion

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

Police Report: We owe \$89.00 from last month when we paid \$38.00 per hour instead of \$40.00. –
Motion to pay difference.

Motion to correct minutes 1-2-24 stating that new police amount is \$40.00 per hour in 2024.

Correspondence: Liquid Fuels received on March 1 for a total of \$15,219.54.

Bruce Getsinger –

- Solar Ordinance information
- Resolution for Clinton Twp. 2024-11

Old Business:

- Water Meter Reading _____
- Fire Extinguisher check _____
- Building Permits – All three companies said they would give us 20% in admin. Fees.

New Business:

EMA – Mayor Megan Weber –

- Completed the FY2023 State & Local Cybersecurity Grant Program (SLCGP) Survey- Expressed interest in learning more about the program
- Dan Koehler- no longer with county EMA office
- NIMS G-402ICS (Janis)
- Attending EOC Operations for Elected Officials & EMCs – online 3/20 (PSAB)

Roads & Sidewalk: Becky Hedglin, Mayor Megan Weber

- Engineering Invoice for \$7,500 to Clinton Twp for our half of bill for Donaldson Bridge.

Parks & Building: Jim Bollinger, Becky Hedglin, Wanda Jacob – Park Grant

- Open Lawn mowing bids

Oil Region COG Report: Becky Hedglin

Location – City of Oil City

Date: March 21, 2024 at 7:00 p.m.

CVFD Report: Ashley Rayl, Linda Kaylor

Mayor's Report: Megan Weber

- **Food Trucks** - Planning on 6 this summer (2/month June-August). Have contacted Bodien's, JP's Tickle My Ribs, Seivers (2), feature Romeo, A Waffle Miracle
- **Free Library Box**- to be set up this spring
- **Cat Project**- plan to begin trapping weather permitting, in April. Will have a table at Barks & Bikes 4/20 to try and raise funds, letter submitted to Elks asking for donation to project. 3.5 cats covered by N&N fundraiser. Pizza Pub fundraiser in March
- **Planning Commission** – Meeting cancelled in Feb. due to no new action items
- **Business Association** – Business Review -only one business chose to participate, McKinley Funeral Home

CSWA Report: Mary Kelly, Becky Hedglin

- Penn Vest closed and hopefully construction start in spring.
-

Motion to adjourn

Second Motion:

Time:

- **Next meeting:** Tuesday, April 2 at 6:30 p.m.

Clintonville Borough, Venango County, PA
Meeting Minutes for February 6, 2024, 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, Linda Kaylor, and Judy Stoops, Secretary/Treasurer. Also, present were Mary Kelly (Tax Collector), Aaron Kaylor, (Constable), Cheri Wright, Mike Uber (CVFD), Mike and Pauline Grill (CCI), and Officer Deeter.

Public Comment - None

Jim Bollinger made a motion to approve the minutes from meeting on January 3, 2023, as presented. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

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

Police Report: Officer Deeter explained his report.

Correspondence for the month: CCI has submitted a copy of the contract signed with them back in 2009 that we can only use them for 3rd party inspections. If we choose to make it 3 people, then CCI won't give us 20 percent back in fees unless all 3 do. Judy will contact the other two companies to get fee schedules and to see if they will offer the 20% administration fee.

Bruce Getsinger - Solar Ordinance information - Becky will ask Bruce a couple more questions.

Old Business: Water Meter Reading 21340 - 2874 gallons
Fire Extinguisher check - good

Sue Sandrock made a motion to sign the Intergovernmental Agreement with Clinton Twp. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved. Becky Hedglin will take to Clinton Twp. meeting next month to get their part signed.

Wanda Jacobs made a motion to adopt Resolution 2024-10, adopting an intergovernmental agreement for miscellaneous services. 2nd motion by Sue Sandrock. All in favor, motion is carried and approved.

New Business: None

EMA - Mayor Megan Weber - Megan will ask about NIMS training and if they expire.

Roads & Sidewalk: Becky Hedglin, Mayor Megan Weber - Becky will attend Clinton Twp. meeting in March to see bid opening for Donaldson Road bridge project.

Parks & Building: Jim Bollinger, Becky Hedglin, & Wanda Jacobs - Park Grant - Megan will get more information for the park grant.

OIL Region COG Report: Becky Hedglin - Last month was at Cranberry Twp., and this month is at Sandycreek Twp. on Feb. 15 at 7:00 p.m. Becky Hedglin will attend.

CVFD Report: Ashley Rayl, Linda Kaylor - 290 calls last year and 8 so far this year. They applied for debt reduction program; gun/safe raffle made a \$1,000.00. Mike Uber presented a new 2008 new tanker truck for \$265,000.00. The old truck is out of service because of too many issues. It seats 6 people and has 6-month warranty. He also asked to use the Headstart building for training. Jim Bollinger made a motion to allow them to use the head start building and we will continue to pay the electric bill. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Judy will ask Bruce Getsinger if we can sell head start building and the details on how or if we can. If we have to bid or etc.

Mayor's Report: Megan Weber

Planning Commission - "Clintonville Food Pantry has balance of \$14,000. Food pantry will be making food and equipment purchases over the course of the year and submitting reimbursement invoices, as needed. Balance was emailed to organizers on 10/13/23."

Franklin Commons Subdivision

Tentative Tire Recycling Dates - 5/4 & 10/23. Submitted for approval. Registration will be a month in advance.

Clintonville Stray Cat Spay & Neuter Project - Becky Hedglin sponsored two cats. Asked for 1 spot in January due to special request.

Misc. - Swore in officers at CVFD on 1/15/24

CSWA Report: - Mary Kelly, Becky Hedglin -

Penn Vest closed and hopefully construction start in spring.

CBSWA presented New Board member for Joe Kelly resigned term is Cheri Wright. Ashley Rayl nominated Linda Kaylor as new board member. Roll call vote was taken.

Jim - Cheri Sue - Linda Linda - abstained

Mike - Cheri Ashley - Linda Wanda - Linda

Becky - Cheri

Tied voting so Mayor Weber made the tiebreaking vote for Linda Kaylor.

8:07 p.m. Wanda Jacobs made a motion to adjourn. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Judy Stoops
Secretary/ Treasurer

Treasurer's Report
As of March 5, 2024

| Date | Num | Name | Memo | Original Amount | Balance |
|---|------|--------------------------|-----------------------------|-----------------|------------------|
| 100.02 · Mercer County State Bank - Curr | | | | | 21,376.50 |
| 02/07/2024 | 1788 | Clintonville General ... | salt for sidewalk | -13.18 | 21,363.32 |
| 02/07/2024 | 1789 | Mary Kelly, 2 | cleaning | -30.00 | 21,333.32 |
| 02/07/2024 | 1790 | Penelec | headstart | -453.42 | 20,879.90 |
| 02/07/2024 | | | Deposit - franchise | 350.04 | 21,229.94 |
| 02/07/2024 | 1791 | Mattern CPA LLC | part of audit 2023 | -1,500.00 | 19,729.94 |
| 02/07/2024 | 1793 | Polk Borough | 44.5 hours for Janaury | -1,691.00 | 18,038.94 |
| 02/07/2024 | | | Deposit - EIT Tax | 1,765.87 | 19,804.81 |
| 02/08/2024 | EFT | Columbia Gas | hest | -301.42 | 19,503.39 |
| 02/12/2024 | | | Deposit - Park Rental | 50.00 | 19,553.39 |
| 02/12/2024 | | | Deposit - transfer tax | 230.28 | 19,783.67 |
| 02/12/2024 | | | Deposit - EIT tax | 1,091.48 | 20,875.15 |
| 02/12/2024 | | | Deposit - EIT Tax | 674.96 | 21,550.11 |
| 02/14/2024 | | | Deposit - EIT Tax | 1,090.97 | 22,641.08 |
| 02/14/2024 | | | Deposit - No lien | 10.00 | 22,651.08 |
| 02/15/2024 | EFT | Penelec | office | -99.34 | 22,551.74 |
| 02/15/2024 | | | Deposit - Park Rental | 50.00 | 22,601.74 |
| 02/15/2024 | | | Deposit - Rent | 325.00 | 22,926.74 |
| 02/15/2024 | | | Funds Transfer | -325.00 | 22,601.74 |
| 02/15/2024 | | | Deposit - Delin.Taxes | 256.94 | 22,858.68 |
| 02/16/2024 | EFT | Armstrong | phone | -31.09 | 22,827.59 |
| 02/17/2024 | EFT | Penelec | office | -88.44 | 22,739.15 |
| 02/22/2024 | | | Deposit - no lien | 10.00 | 22,749.15 |
| 02/26/2024 | 1794 | Mary Kelly, 2 | cleaning | -30.00 | 22,719.15 |
| 03/01/2024 | EFT | Penelec | park | -51.31 | 22,667.84 |
| 03/05/2024 | 1796 | Polk Borough | owed from February from ... | -89.00 | 22,578.84 |
| Total 100.02 · Mercer County State Bank - Curr | | | | | 22,578.84 |
| TOTAL | | | | | 22,578.84 |

Clintonville Borough General Fund
PLGIT Savings
As of March 5, 2024

| Type | Date | Num | Name | Memo | Paid Amount | Balance |
|-----------------------|------------|-----|------|----------------|-------------|-----------------|
| 100.04 · PLGIT | | | | | | 7,073.50 |
| Transfer | 02/15/2024 | | | Funds Transfer | 325.00 | 7,398.50 |
| Total 100.04 · PLGIT | | | | | | 7,398.50 |
| TOTAL | | | | | | 7,398.50 |

Borough American Rescue Plan Act
Treasurer's Report
As of February 7, 2024

Cash Basis

| Date | Num | Name | Memo | Paid Amount | Balance |
|------------------------------|-----|------|----------|-------------|------------------|
| 100.03 · Borough ARPA | | | | | 48,987.30 |
| 01/31/2024 | | | Interest | 4.43 | 48,991.73 |
| Total 100.03 · Borough ARPA | | | | | 48,991.73 |
| TOTAL | | | | | 48,991.73 |

Clintonville Borough State Fund
PLGIT Savings - Treasurer's Report
As of March 5, 2024

Cash Basis

| Date | Num | Name | Memo | Paid Amount | Balance |
|--------------------------------|-----|------|----------------|-------------|------------------|
| 100.002 · PLGIT Savings | | | | | 30,281.96 |
| 02/07/2024 | | | Funds Transfer | -6,000.00 | 24,281.96 |
| Total 100.002 · PLGIT Savings | | | | | 24,281.96 |
| TOTAL | | | | | 24,281.96 |

Clintonville Borough State Fund
Treasurer's Report
As of March 5, 2024

| Date | Num | Name | Memo | Amount | Balance |
|---|-------|-----------------------|----------------|-----------|----------|
| 100.01 · Mercer County State Bank - Curr | | | | | 3,101.48 |
| 02/07/2024 | 1036 | Sauer Snowplowing ... | snow plowing | -3,830.00 | -728.52 |
| 02/07/2024 | | | Funds Transfer | 6,000.00 | 5,271.48 |
| 02/12/2024 | EFT50 | Penelec | Street Lights | -675.51 | 4,595.97 |
| Total 100.01 · Mercer County State Bank - Curr | | | | | 4,595.97 |



pennsylvania
DEPARTMENT OF TRANSPORTATION

NOTICE OF PAYMENT LIQUID FUELS MARCH 2024

60401 CLINTONVILLE
PO BOX 234
CLINTONVILLE, PENNSYLVANIA 16372

Dear Municipal Officials:

I am pleased to inform you that your Liquid Fuels Tax Fund payment in the amount of \$ 15,219.54 will be paid on March 1, 2024. This amount includes your share of the Act 655 – Liquid Fuels and Act 44 Allocations, minus bridge inspection costs, if applicable.

Act 44 is being included in your Liquid Fuels Payment, and it accounts for approximately six percent (6%) of the funds you are receiving. If you are enrolled for Electronic Funds Transfer of your Liquid Fuels allocation, you should contact your bank to verify that the funds have been received.

If for some reason your deposit has not been made, or if you are not enrolled in Electronic Funds Transfer and do not receive your check within 14 days of the scheduled pay date, please contact the Comptroller's Office at 1.877.435.7363 immediately so we may begin corrective action.

Under provisions of law, these payments are based on the total miles of locally owned roads and streets in your municipality plus the most recent United States Federal Census figures on record in the Bureau of Fiscal Management, Municipal Services Fiscal Office.

Any comments may be directed to the Bureau of Fiscal Management, Municipal Services Fiscal Office, at 717.787.2185.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael B. Carroll".

Michael B. Carroll
Secretary of Transportation

