

**AGENDA**  
**CLINTONVILLE BOROUGH**  
**COUNCIL MEETING**  
**February 4, 2020 at 6:30 p.m.**

**Call to Order**

**Mayor** \_\_\_ **Wanda Jacobs** \_\_\_ **Sue Sandrock** \_\_\_ **Mike Sandrock** \_\_\_ **Jim Bollinger** \_\_\_ **Cass Bollinger** \_\_\_ **Becky Hedglin** \_\_\_ **Joe Kelly** \_\_\_ **Alan (Police)** \_\_\_ **Judy Stoops** \_\_\_

**Pledge of Allegiance & Prayer**

Motion to adopt Resolution #2020-8 Appointing a New Mayor & Mayor gets sworn in

**Public Comments:**

**Minutes** - Motion to accept from January 6, 2020 –

2<sup>nd</sup> motion

**Police Report:**

**Correspondence:**

- Motion to sign and return legal boundary form for Census – no changes
- DCNR Grants available from January 15 to April 22
- Central Electric is having electrical safety day on April 2 from 7 to 9 p.m. at no charge.

**Old Business:**

- Water Meter Reading \_\_\_\_\_
- Fire Extinguisher check \_\_\_\_\_

**New Business:**

- Motion to adopt Resolution #2020-9 – Engineer
- Motion to adopt Proclamation that April is 811 Safe Digging month
- Motion to purchase 4 code books at \$8.80 each from R. Lee James

**Roads & Sidewalk:** Mike Sandrock and Joe Kelly

- Curbs at Clintonville Apartments

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

**Oil Region COG Report:** Becky Hedglin

Location – Sandy Creek Township

Date: February 20 at 7:00 p.m.

**CVFD Report:** Jim Bollinger & Sue Sandrock

**Mayor's Report:**

**CSWA Report:** Cass Bollinger

- Appoint a new representative to Board

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

2<sup>nd</sup> Motion

**Motion to adjourn**

Second Motion:

Time:

- **Next meeting:** Tuesday, March 3, 2020 at 6:30 p.m.

Clintonville Borough, Venango County, PA  
Meeting Minutes for January 6, 2020, Council Meeting

The reorganizational meeting of the Clintonville Borough Council was called to order at 6:30 p.m. with President, Jim Bollinger presiding. The meeting was opened with The Pledge of Allegiance and Mayor Becky Hedglin said a prayer. Council members present were Jim Bollinger, Cass Bollinger, Mike Sandroock, Sue Sandroock, Wanda Jacobs, and Joe Kelly. Also present were Mary Kelly, (Tax Collector), Officer Deeter, and Judy Stoops.

Becky Hedglin turned in a resignation of Mayor letter.

Cass Bollinger made a motion to accept the resignation letter from Becky Hedglin. 2<sup>nd</sup> motion by Sue Sandroock. All in favor, motion is carried and approved. Thank you, Becky, for all your hard work as Mayor.

President Jim Bollinger takes over reorganization meeting as acting Mayor.

Becky Hedglin, Mike Sandroock, Cass Bollinger, Joe Kelly, and Wanda Jacobs were all sworn in as new council members. Mary Kelly sworn in as tax collector.

Mike Sandroock made a motion to table the appointment of Mayor till February 4 meeting so it can be advertised and posted for interested parties. 2<sup>nd</sup> motion by Sue Sandroock. All in favor, motion is carried and approved.

Acting Mayor ask for nominations for president. Sue Sandroock nominates Becky Hedglin. Becky Hedglin said no. Wanda Jacobs nominates Jim Bollinger. Jim Bollinger accepts nomination. Cass Bolling made a motion to close nominations. 2<sup>nd</sup> motion by Sue Sandroock. All in favor, motion is carried and approved. Becky Hedglin made a motion to have Jim Bollinger as president. 2<sup>nd</sup> motion by Sue Sandroock. All in favor, motion is carried and approved.

Acting Mayor ask for nominations for vice-president. Mike Sandroock nominates Sue Sandroock. Sue Sandroock nominates Becky Hedglin. Cass Bollinger made a motion to close nominations. 2<sup>nd</sup> motion by Wanda Jacobs. All in favor, motion is carried and approved. Votes are Becky - Sue, Wanda - Sue, Joe - Becky, Mike - Sue, Sue - Sue, Cass - Sue. Mike Sandroock made the motion for Sue Sandroock to be vice-president. 2<sup>nd</sup> motion by Becky Hedglin. All in favor and motion is carried.

Cass Bollinger made a motion that Becky Hedglin will be President Pro Tem. 2<sup>nd</sup> motion by Mike Sandroock. All in favor, motion is carried and approved.

Public Comment - none

Mike made a motion for Mary Kelly to be the vacancy board chair. 2<sup>nd</sup> motion by Sue Sandroock. All in favor, motion is carried and approved.

Committee Appointments:

Roads and Sidewalks - Mike Sandroock and Joe Kelly

Parks and Building - Jim Bollinger, Becky Hedglin, and Wanda Jacobs

CVFD - Jim Bollinger and Sue Sandroock

COG - Becky Hedglin - Alternate - Jim Bollinger  
CBSWA - Cass Bollinger

**New Resolutions to approve:**

Cass Bollinger made a motion to adopt Resolution 2020-1 Appoint Secretary, Treasurer - Judy Stoops. 2<sup>nd</sup> motion by Mike Sandrock. All in favor, motion is carried and approved. Mike Sandrock made a motion to give Judy Stoops a \$25.00 a month raise. 2<sup>nd</sup> motion by Becky Hedglin. All in favor, motion is carried and approved.

Becky Hedglin made a motion to adopt Resolution 2020-2 Appoint Open Records Officer - Judy Stoops. 2<sup>nd</sup> motion by Mike Sandrock. All in favor, motion is carried and approved.

Cass Bollinger made a motion to adopt Resolution 2020-3 Appoint Solicitor - Bruce Getsinger. 2<sup>nd</sup> motion by Mike Sandrock. All in favor, motion is carried and approved.

Becky Hedglin made a motion to adopt Resolution 2020-4 Appoint Depository for All Monies - Mercer County State Bank. 2<sup>nd</sup> motion by Cass Bollinger. All in favor, motion is carried and approved.

Becky Hedglin made a motion to adopt Resolution 2020-5 Appoint Borough Auditor - Mattern CPA, LLC. And to sign contract. 2<sup>nd</sup> motion by Cass Bollinger. All in favor, motion is carried and approved.

Wanda Jacobs made a motion to adopt Resolution 2020-6 Appoint Newspaper of Circulation - Progress News. 2<sup>nd</sup> motion by Joe Kelly. All in favor, motion is carried and approved.

Cass Bollinger made a motion to adopt Resolution 2020-7 Borough Fee Schedule as presented. 2<sup>nd</sup> motion by Wanda Jacobs. All in favor, motion is carried and approved.

Mike Sandrock motioned to approve the minutes as presented. 2<sup>nd</sup> motion by Becky Hedglin. All in favor, motion is carried and approved.

**Police Report:** Officer Deeter gave report. 3 traffic citations, 6 traffic warnings, and 5 calls.

**Correspondence for the month:** Nothing

**Old Business:**

Water Meter Reading 859153 - 536 gallons  
Fire Extinguisher check - good

**New Business:**

**Roads & Sidewalk:** Mike Sandrock and Joe Kelly - Curb at Clintonville Apartments is breaking apart. We will get prices for next meeting.

**Parks & Building:** Jim Bollinger, Becky Hedglin, & Wanda Jacobs - Cass Bollinger made a motion to adopt amendment to Butler Medical Lease as presented. 2<sup>nd</sup> motion by Becky Hedglin. All in favor, motion is carried and approved.

Headstart building was showed yesterday to a lady who has an in-home daycare.

**OIL Region COG Report:** Becky Hedglin - next meeting is January 16 at 7:00 p.m. at Cranberry Twp. Municipal Building. No meeting in December.

**CVFD Report:** Jim Bollinger & Sue Sandrock - Just more discussion about municipalities and their quote requested donations.

**Mayor's Report:** Becky Hedglin - Nothing.

**CSWA Report:** Cass Bollinger - Waiting to hear if we will receive any grants that we applied for to repair the water tower and to get electronic meters.

**Financials** - Cass Bollinger made a motion to approve payments and checks signed since last meeting. 2<sup>nd</sup> motion Becky Hedglin. All in favor, motion is carried and approved.

9:15 p.m. Wanda Jacobs made a motion to adjourn. 2<sup>nd</sup> motion by Joe Kelly. All in favor, motion is carried and approved.

Judy Stoops  
Secretary/ Treasurer

**Clintonville Borough General Fund  
Treasurer's Report  
As of February 4, 2020**

Date	Num	Name	Memo	Original Amount	Balance
<b>100.02 · Mercer County State Bank - Curr</b>					16,574.98
01/07/2020			Deposit - EIT Tax	496.42	17,071.40
01/07/2020	1152	SWIF	install 9	-749.00	16,322.40
01/07/2020	1153	The Progress News	ad for meeting dates	-15.00	16,307.40
01/07/2020	1154	Kelly, Mary M	Payroll	-23.36	16,284.04
01/07/2020			Deposit - Taxes	511.80	16,795.84
01/08/2020	1155	Polk Borough	December	-2,023.00	14,772.84
01/10/2020	EFT	Armstrong	phone	-47.68	14,725.16
01/13/2020	EFT	Columbia Gas	Gas	-287.85	14,437.31
01/13/2020			Deposit - Fines	62.18	14,499.49
01/13/2020	E-pay	Pennsylvania Dept. ...	95455495 QB Tracking # ...	-15.97	14,483.52
01/13/2020	E-pay	United States Treas...	VOID: 23-7412547 QB Tr...	0.00	14,483.52
01/13/2020	E-pay	United States Treas...	VOID: 23-7412547 QB Tr...	0.00	14,483.52
01/13/2020	E-pay	United States Treas...	23-7412547 QB Tracking ...	-268.62	14,214.90
01/15/2020	EFT	Penelec	Office	-61.60	14,153.30
01/15/2020			Deposit - rent	325.00	14,478.30
01/20/2020	1156	Mary Kelly, Tax Coll...	tax collector expenses	-28.39	14,449.91
01/22/2020			Deposit - EIT Tax	504.10	14,954.01
01/27/2020			Deposit - Rent	525.00	15,479.01
01/27/2020			Deposit - franchise	404.97	15,883.98
01/29/2020			Deposit - EIT Tax	942.22	16,826.20
01/30/2020	EFT	Penelec	Park	-129.77	16,696.43
02/03/2020	1159	J-M Construction	repairs to door	-75.00	16,621.43
02/04/2020	1157	Mary Kelly, 2	cleaning	-30.00	16,591.43
02/04/2020	1158	Stoops, Judith A	Payroll	-448.15	16,143.28
02/04/2020	1160	R. Lee James	4 Borough Code Books	-35.20	16,108.08
02/04/2020	1161	Penelec	Headstart	-243.64	15,864.44
02/04/2020	1162	Mattern CPA LLC	part of audit	-1,500.00	14,364.44
02/04/2020	1163	SWIF	inswtallemtn 10	-749.00	13,615.44
02/04/2020	1164	The Progress News	ad for Mayor	-15.00	13,600.44
02/04/2020			Deposit- no liens	20.00	13,620.44
02/04/2020	1165	Mary Kelly, 2	Cleaning floor and supplies	-47.72	13,572.72
Total 100.02 · Mercer County State Bank - Curr					13,572.72
<b>TOTAL</b>					<b>13,572.72</b>

**Clintonville Borough General Fund  
Treasurer's Report  
As of February 4, 2020**

Date	Num	Name	Memo	Amount	Balance
<b>100.00 · Mercer County State Bank</b>					27.60
Total 100.00 · Mercer County State Bank					27.60
<b>TOTAL</b>					<b>27.60</b>

**Clintonville Borough State Fund  
Treasurer's Report  
As of February 4, 2020**

Date	Num	Name	Memo	Amount	Balance
<b>100.01 · Mercer County State Bank - Curr</b>					34,786.39
01/07/2020	1009	Sauer Snowplowing ...	snow plowing Dece...	-910.00	33,876.39
01/13/2020	EFT	Penelec	street lights	-1,119.53	32,756.86
Total 100.01 · Mercer County State Bank - Curr					32,756.86
<b>TOTAL</b>					<b>32,756.86</b>