

CLINTONVILLE BOROUGH COUNCIL

March 5, 2019

The regular March 5, 2019 meeting of the Clintonville Borough Council began at 7:30 p.m. with the pledge to the flag and opening prayer by Mayor Hedglin.

Members present were, Jason Shaw, Sue Sandrock, Joe Kelly, Cass Bollinger, Jim Bollinger and Becky Hedglin. Denny Weber was absent.

Guests: Officer Alan Heller, Mary Kelly-tax collector and County Commissioner Chip Abramovich (Chip explained the new voting machines the public could view and operate that will need to be purchased because the ones now are ending certification)

Officer Heller gave his police report and provided the invoice for February 2018 with 35.5 hrs. @ \$1,207.00. Officer Heller asked about the ordinance regarding a 10-ton weight limit sign on Rt 208 E and Porter Road. He reminded us that the Route 308 bridge over I-80 S will be closed beginning April 19 2019.

Cass Bollinger made a motion, Joe Kelly 2nd to install a 10-ton sign at Rt 208 E & Porter Road location ASAP. Moved.

Jason Fitzgerald will be working on placing the furnace in the borough building on a metal base to enhance operation. Mike Sandrock will contact Jason.

Medical Center- ceiling issue in exam room #2: There was a leak in that room prior to having the roof replaced. The man that Denny Weber uses hasn't been available so Jim Bollinger will call John McCall. The work was previously OK'd by council.

Sue Sandrock was asking to see the quote we rec'd from John Amoroso for the cleanup in the Medical Center basement. She was asking if a coat of primer was included in the quote because it didn't appear to have been applied.

Sue also noted that there is a need for gutters on the roof of the small entrance to the Medical Center basement. A price will be needed.

Medical Center continued: the members discussed the condition of the back, parking lot. We will need to put a plan together for future repairs.

COG: The next Council of Government meeting will be Thursday, March 21, 2019 @ 7pm in the Oil City Council meeting room on the 2nd floor of the police station. Jim Bollinger will be attending in place of Becky since she'll be out of town.

Clintonville VFD: Sue attended the board meeting of the CVFD and handed the letter of intent to Earl Moore who is a volunteer fireman and he will present it at the regular fireman's meeting.

Clintonville Water & Sewer Authority (CWSA) Mary Kelly, an authority member shared that the authority is putting in security cameras in the borough building since it houses the authorities' office.

She also noted that Romeo Chiu and Kent & Kari Cannon who both reside on Butler St., (Rt 308) were questioning the fact they are being required to pay two water/sewer bills. Romeo has a food trailer business on his property and the Cannon's have a day care business in their home. The Cannon's are challenging this upon seeing in writing the ordinance that gives the authority the right to charge them with two bills.

"Executive Session"

Jim Bollinger motioned to exit the regular meeting to discuss the selection and salary of a replacement secretary from the six resumes submitted to council, Cass Bollinger 2nd, moved.

Jim Bollinger motioned to enter Executive Session to discuss the selection and salary of a replacement secretary from the six resumes submitted to council, Cass Bollinger 2nd, moved.

After the selection of a replacement secretary and salary, Jim Bollinger motioned to exit Executive Session, Cass Bollinger 2nd, moved.

Jim Bollinger motioned to enter back into the regular meeting, Cass Bollinger 2nd, moved.

Sue Sandrock motioned to hire Judy Stoops as Secretary/Treasurer of the Clintonville Borough with a beginning salary of \$500/month. Jim Bollinger 2nd, moved. Upon having hired Judy Stoops, Pres. Jason Shaw called Judy by cell phone on speaker and asked if she'd accept the position at the starting salary of \$500. She said, "Yes."

The council discussed with Judy the purchase of a Dell Vostro laptop to be able to have the QuickBooks program installed, and would remain property of the Clintonville Borough Council. The purchase would be within the range of \$490 to \$890 and she has an IT person who can get one for a price around \$690. QuickBooks program needs to be purchased but was already approved to buy. Judy has a laser printer that she will use instead of council purchasing one. Council will purchase replacement ink cartridges when needed.

Judy has agreed to meet with several council members on Thursday, March 7 @3:15 pm to begin sorting through the materials relating to council, such as checking account, liquid fuels account, files and invoices that will need to be paid once Judy, council president and vice president have gone to Mercer County State Bank, Clintonville Branch and completed signature cards.

Jim Bollinger will contact the Derrick/News Herald on Wednesday morning March 6, 2019 to place an ad for a SPECIAL MEETING to be held Friday, March 8, 2019 @ 6pm. This meeting's purpose is to approve the minutes of the March 5, 2019 meeting so Judy and the president and vice president of council will have authority to sign checks.

Jason Shaw presented his resignation as President of Council since he's acquired a new job and will make it difficult for him to fulfill his obligation as president but will remain as a council member.

Jim Bollinger motioned to accept Jason's resignation, Sue Sandrock 2nd, moved.
Sue Sandrock motioned to nominate Jim Bollinger as President of Council to replace Jason, Mike Sandrock 2nd, moved.

Jim Bollinger read an accident/incident report from Tracy Hedglin noting a sprained wrist from moving a filing cabinet. She didn't see a doctor about it.

Cass Bollinger noted that when she called Mattern CPA LLC who is our accountant said that the audit reports haven't been prepared by Tracy for the CPA as of March 5, 2019.

Jim Bollinger is to change the locks on the Borough office door and a non-locking door knob to the printer room.

Tracy will need to turn in her "master key" and have an entry key that only unlocks the borough building door. The "master key" will then be given to Judy Stoops.

Jim Bollinger motioned that once all signature cards are signed by Judy, Jim and Sue at Mercer County State Bank (MCSB) then Judy will be able to pay all outstanding invoices.

Jason Shaw motioned and Mike Sandrock 2nd, motion to send our solicitor Bruce Getsinger the Armstrong Cable Franchise contract, moved.

Mike had three concerns regarding the contract:

- 1) First sentence is ok but in Section 2 he didn't like the wording about the automatic renewal
- 2) 3B – where does this leave the ability for competitors who have dish network to be in the borough
- 3) What outcome will we expect if we don't sign the franchise contract?

Per Sharon Shaw @ MCSB our loan should mature June 8, 2019. The present balance is approximately \$1,390 per.

Jason Shaw motioned, Cass Bollinger 2nd, moved to accept the \$3,400 a year contract with Mattern CPA LLC.

Jason Shaw motioned, Cass Bollinger, moved to adjourn at 9:59p.m.

Respectfully submitted,

Becky Hedglin, Mayor in lieu of not having a recording secretary at the time of the March 5, 2019 meeting.