

**AGENDA
CLINTONVILLE BOROUGH
COUNCIL MEETING
December 5, 2023 at 6:30 p.m.**

Call to Order

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

Pledge of Allegiance & Prayer

Public Comments:

Minutes - Motion to accept from November 6, 2023 – 2nd motion

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

Police Report: Letter of Support

Correspondence:

Old Business:

- Water Meter Reading _____
- Fire Extinguisher check _____
- New property maintenance ordinance 2024-1. Attorney Getsinger.
- Blind Person Sign – Permit Application from Penn Dot – Meeting Nov. 16 at 1:00 with Wanda
- Ad for maintenance person – no applications or phone calls so far
- Intergovernmental Agreement for Maintenance - Clinton Twp.

New Business:

- Motion to adopt budget on Resolution 2023-14
- Motion to adopt meeting times for 2024 and to place ad to advertise them

EMA Coordinator: Megan Weber –

Roads & Sidewalk: Mike Sandrock and Sue Sandrock

Parks & Building: Jim Bollinger, Becky Hedglin, Wanda Jacobs – Discussion on any building maintenance in 2024.

Oil Region COG Report: Becky Hedglin Location – Cranberry Township Date: November 16, 2023

CVFD Report: Ashley Rayl – Dec. 16 – Sleigh Ride – Cox Street to Park Street – Closing Street

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 Bollinger / Mary Kelly – Tuesday Dec. 19 at 2:00 is Penn Vest Closing meeting,

Motion to adjourn

Second Motion:

Time:

Next meeting: Tuesday, January 2 – Reorganizational Meeting at 6:30

Clintonville Borough, Venango County, PA
Meeting Minutes for November 6, 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, Cass Bollinger, Jim Bollinger, Ashley Rayl, Wanda Jacobs, Mike Sandrock, and Judy Stoops, Secretary/Treasurer. Also, present were Aaron Kaylor, Linda Kaylor, Earl Moore, and Chief Sharp.

Public Comment - None

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

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

Police Report: Chief Sharp said he will have two report next month because Officer Deeter was off.

Correspondence for the month: Jolene Ferry is applying for a cottage food license. Part of the requirements involve getting the approval from the Borough. She doesn't think she needs a letter now.

Old Business: Water Meter Reading 15738 1145 gallons
Fire Extinguisher check - good

New property maintenance ordinance 2023-2. In view of question on enforcement procedures. Judy will send back to Attorney Gestinger to get his opinion.

Judy will mail in form to Penn Dot for blind person sign and application form to get approval to put up sign.

New Business: Sue Sandrock made a motion to advertise the budget and to adopt at December meeting. 2nd motion by Ashley Rayl. All in favor, motion is carried and approved.

Sue Sandrock made a motion to use Headstart building for free for Wreaths across America with Ashley Rayl in charge. 2nd motion by Mike Sandrock. All in favor, motion is carried and approved.

Meeting dates for next year - look at them and we will motion to advertise in December.

EMA Coordinator: Megan Weber - Working on training and contact list.

Roads & Sidewalk: Mike Sandrock and Sue Sandrock

Judy will ask PSAB to see if we can contract with Clinton Twp. to put up some signs or fix potholes. If we are allowed Becky will call Ben Porter. Sue Sandrock made this motion, 2nd motion by Jim Bollinger. All in favor, motion is carried and approved.

Porter Road sign needs put up and Donaldson Road sign on wrong post.

Jim Bollinger made a motion to run an ad in paper to advertise for a casual as needed maintenance person with own insurance to subcontract to do work for Baro. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Toliet is still leaking and Rich from Senate said it needs to be just adjusted with a screwdriver. He fixed it.

Parks & Building: Jim Bollinger, Becky Hedglin, & Wanda Jacobs - Pavilion work finished, Marvin will winterize concession stand this week, medical center is needing more storage room.

OIL Region COG Report: Becky Hedglin - Location - Cranberry Township Date: November 16, 2023
Becky attended last month - no special speaker. This is last meeting for 2023. We will host in May 2024.

CVFD Report: Ashley Rayl - (Earl Moore) DCED grant for CVFD for new fire truck-
Resolution #2023-13- Applying for DCED grant for Fire Dept. and the \$100.00 fee. Motion by Mike Sandrock and 2nd by Sue Sandrock. All in favor, motion is carried and approved.
Fire Dept. is going to have tip boards, install new toilets, have a winter dance, and working on budgets.

Mayor's Report: Megan Weber -

Clintonville Stray Cat Spay & Neuter Project Update: done till spring - 44 cats done so far.

Planning Comm.: nothing

Library: nothing

Food Trucks: done for this year.

Community Tree with December 2

CSWA Report: - Cass - Mary Kelly - Tuesday Dec. 19 at 2:00 is Penn Vest Closing meeting, Attorney Marshall was present before meeting to sign LAGUDA papers with Becky, Mayor Megan, and Judy.
Becky to sign building permit applications for new plant.

Cass Bollinger made a motion to adjourn at 8:02 p.m. 2nd motion by Wanda Jacobs. All in favor, motion is carried and approved.

Judy Stoops

Secretary/ Treasurer

**Clintonville Borough General Fund
Treasurer's Report
As of December 5, 2023**

Date	Num	Name	Memo	Original Amount	Balance
100.02 - Mercer County State Bank - Curr					
11/07/2023			Deposit - Tax Claim	446.27	16,214.44
11/08/2023			Deposit - EIT Tax	1,292.03	16,660.71
11/13/2023			Deposit - franchise fee	361.40	17,952.74
11/13/2023			Deposit - EIT Tax	1,721.88	18,314.14
11/15/2023	EFT	Penelec	office	-67.42	20,036.02
11/15/2023			Deposit - EIT Tax	1,039.62	19,968.60
11/15/2023			Deposit - Rent	-325.00	21,008.22
11/15/2023			Funds Transfer	-325.00	21,333.22
11/16/2023	EFT	Armstrong	phone	-31.09	21,008.22
11/20/2023			Deposit	525.00	20,977.13
11/27/2023	1762	Mary Kelly, 2	cleaning	-30.00	21,502.13
11/27/2023	1764	Ashley Rayl	4th qtr 2023	-60.00	21,472.13
11/27/2023	1765	Cass Bollinger	4th qtr 2023	-60.00	21,412.13
11/27/2023	1766	Jim Bollinger	4th qtr 2023	-60.00	21,352.13
11/27/2023	1767	Megan Weber	4th qtr 2023	-60.00	21,292.13
11/27/2023	1768	Mike Sandrock	4th qtr 2023	-60.00	21,232.13
11/27/2023	1769	Rebecca Hedglin	4th qtr 2023	-60.00	21,172.13
11/27/2023	1770	Sue Sandrock	4th qtr 2023	-60.00	21,112.13
11/27/2023	1771	Wanda Jacobs	45h qtr 2023	-60.00	21,052.13
11/30/2023	EFT	Penelec	park	-59.82	20,992.13
12/01/2023	EFT	Commonwealth of PA	State police fines	111.11	20,932.31
12/05/2023	1763	Stoops, Judith A	Payroll	-470.15	21,043.42
					20,573.27
Total 100.02 - Mercer County State Bank - Curr					20,573.27
TOTAL					20,573.27

**Clintonville Borough General Fund
PLGIT Savings
As of December 5, 2023**

Type	Date	Num	Name	Memo	Paid Amount	Balance
100.04 - PLGIT						
Transfer	11/15/2023			Funds Transfer	325.00	5,937.09
						6,262.09
Total 100.04 - PLGIT					325.00	6,262.09
TOTAL					325.00	6,262.09

**Borough American Rescue Plan Act
Treasurer's Report
As of December 5, 2023**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.03 - Borough ARPA					
Total 100.03 - Borough ARPA					48,979.38
TOTAL					48,979.38

**Clintonville Borough State Fund
Treasurer's Report
As of December 5, 2023**

Date	Num	Name	Memo	Amount	Balance
100.01 - Mercer County State Bank - Curr					
11/11/2023	EFT	Penelec	street lights	-675.76	2,858.58
11/11/2023			Funds Transfer	3,000.00	2,182.82
11/13/2023	EFT	Penelec	street lights	-674.47	5,182.82
Total 100.01 - Mercer County State Bank - Curr					4,508.35
TOTAL					1,649.77
					4,508.35

**Clintonville Borough State Fund
PLGIT Savings - Treasurer's Report
As of December 5, 2023**

Cash Basis

Date	Num	Name	Memo	Paid Amount	Balance
100.002 - PLGIT Savings					
11/11/2023			Funds Transfer	-3,000.00	32,852.00
Total 100.002 - PLGIT Savings					29,852.00
TOTAL					-3,000.00
					29,852.00