

# LINESVILLE BOROUGH COUNCIL

## MARCH 11, 2025 AGENDA

All items and subjects listed on the agenda are subject to discussion, motion, and vote.

Work session will be at 6pm and the meeting follow at 7:00pm.

There is a public hearing at 6:45 for the zoning ordinance

### PRAYER AND PLEGE OF ALLEGIANCE

### ROLL CALL

President Kevin McGrath\_\_\_\_, Vice-President Michael Chance\_\_\_\_, Kelly Conner\_\_\_\_, Mike Heaney\_\_\_\_, Barry Chapin \_\_\_\_\_, Jeff Wiemer \_\_\_\_\_, Greg Peters \_\_\_\_\_, Mayor Dave Hoogstad Sr.\_\_\_\_\_, Solicitor Jeff Millin \_\_\_\_\_

### PREVIOUS MEETING MINUTES

- *MOTION to approve January 2025 meeting minutes*

### FINANCIAL REPORT

- *MOTION to approve bills due for General Fund, Public Utility and Liquid Fuels*
- *MOTION to approve checks written for General Fund, Public Utility and Liquid Fuels*

### CITIZEN CONCERNS

### POLICE REPORT

### ENGINEERS REPORT

- *MOTION to approve service order authorization for Penn VEST S. Mercer/Penn St. waterline*
- *2020 Water System Improvements*
  - *MOTION to approve Contract No. 22-01 (Water System Improvements),*
  - *MOTION to approve Contract No. 22-02 (Water Storage Tank),*
  - *MOTION to approve Contract No. 22-03 (Water System Telemetry) and*
  - *MOTION to approve Contract No. 22-04 (Homestead/Wallace Waterline Extension)*
  - *MOTION to approve Pennvest payment request 19 i/a/o \$117,750.61*

### SOLICITORS REPORT

### FIRE BOARD REPORT

### UNFINISHED BUSINESS

### CORRESPONDENCE

### COMMITTEE REPORTS

### ADMINISTRATIVE, POLICY AND PERSONNEL

Chairman-President Kevin McGrath, Vice-President Michael Chance, Mayor-Dave Hoogstad Sr.

### PUBLIC UTILITIES

Chairman- Greg Peters, Kelly Conner, Barry Chapin

- Generator Maintenance
  - *MOTION to pay Cummins \$1,123.09 for Penn St. generator \$1,338.27 for Lockhart Ally generator for yearly maintenance for 5-year contract*
  - *MOTION to approve Resolution 2025-2 to use reserve account i/a/o \$14,274.86 for new water tower vent*
  - *MOTION to approve Resolution 2025-3 to use reserve \$6,262.44 for new fence and gate at lower spring pump house*
- *MOTION to use tower fund for any overages on airport rd. water tower painting*

### STREETS, SIDEWALKS AND BUILDING PROPERTY

Chairman-Mike Heaney, Michael Chance, Jeff Weimer

- **MOTION** to have Roncaglione excavating sweep streets
- *MOTION to hire Lakeland landscape and design to landscape around monument and mill wheel at Bunday park*

### GRANTS, REVITALIZATION, PARKS AND RECREATION

Chairman- Kelly Conner

- *MAP grant submitted to create a plan for Bunday Park*

**FINANCE**

Chairman Michael Chance, Mike Heaney, Barry Chapin

**POLICE**

Chairman - Jeff Weimer, Greg Peters, Barry Chapin

**SECRETARY REPORT**

- *Crawford County Boroughs Assoc.*
  - *April 17, 2025 6:00pm @ St. Peter's Social Hall in Conneautville*
    - *RSVP by April 8<sup>th</sup>*
- *LQF Funds Rec'd i/a/o \$29,311.03*
- *Time Clocks*

**ZONING OFFICER REPORT**

Gary Johnson

- **MOTION** to approve the zoning ordinance as drafted and presented.

**NEW BUSINESS**

- *Discussion on how to distribute information for the Military Hero Banner*

**ANNOUNCEMENTS****ADJOURNMENT**

- *MOTION to adjourn.*

PUBLIC UTILITY ACTION OF ACCOUNTS

February 2025

DEPOSIT CHECKING #7700 ERIE (deposit only)

BEG.	18,050.28	
REV.	51,840.22	
INT	0.78	Interest
DISB.	52,672.45	833 to Water Tower PLGIT, 667 to Vehicle PLGIT, 9,634.85 to Debt Service, 1,305.77 to System Reserve, 30,956.08 to CLASS, 9,275.75 to PRIME
FEES	20.00	Remote Check Scanner
END	17,198.83	

PTO VAC.

Amanda Jolene M Harper	133.25	0
Billy J Hunter	40	58
Joshua J Meeder	128	0
Kevin H McGrath	130.5	81.75
Robert H Johnston III	144	8

PUBLIC UTILITY #2061 PLGIT CLASS (checking)

BEG.	19,660.96	
REV.	30,956.08	From Erie Bank
INT	59.49	Interest
DISB.	33,828.07	Invoices paid, 4,346.29 to PRIME
END	16,848.46	

PUBLIC UTILITY #2061 PLGIT PRIME (savings)

BEG.	65,653.71	
REV.	13,622.04	4,346.29 from CLASS, 9,275.75 from Erie Bank
INT	232.45	Interest
DISB.	0.00	
END	79,508.20	

PUBLIC UTILITY WATER TOWER FUND #2103 PLGIT PRIME (savings)

BEG.	48,629.21	
REV.	833.00	From Erie Bank
INT	169.30	Interest
DISB.	0.00	
END	49,631.51	

PUBLIC UTILITY VEHICLE #2090 PLGIT PRIME (savings)

BEG.	9,747.72	
REV.	667.00	From Erie Bank
INT	34.86	Interest
DISB.	0.00	
END	10,449.58	

PETTY CASH

BEG.	50.00
REV.	0.00
DISB.	0.00
END	50.00

**CURRENT PROJECTS ACTION OF ACCOUNTS**

**February 2025**

**DEPOSIT SAVINGS #4031 ERIE BANK DEBT SERVICE FEE ACCT.**

BEG.	137,035.97	
REV.	9,634.85	Debt Service fees
INT	179.28	Interest
DISB.	6,318.37	To E. Erie Lead for Pennvest payment
END	140,531.73	

**ERIE BANK CHECKING #3138 EAST ERIE LEAD ABATEMENT**

BEG.	2,320.22	
REV.	1,761.95	From Debt Service
DISB.	1,203.68	EDI Payments for PennVest
END	2,878.49	

**ERIE BANK CHECKING #3146 SYSTEM IMPROVEMENTS PROJECT**

BEG.	2,192.37	
REV.	4,556.42	From Debt Service
DISB.	2,056.42	EDI Payments for PennVest
END	4,692.37	

# Linesville Boro Public Utility Paychecks for All Employees

February 2025

Name	Date	Num	Amount	Hours
Feb 25				
Amanda Jolene M Harper	02/06/2025	4148	548.89	40
Billy J Hunter	02/06/2025	4149	622.59	44
Gary S Johnson	02/06/2025	4150	27.87	1.49
Joshua J Meeder	02/06/2025	4151	667.24	40
Kevin H McGrath	02/06/2025	4152	772.42	42
Robert H Johnston III	02/06/2025	4153	707.49	40
Amanda Jolene M Harper	02/13/2025	4165	548.91	40
Billy J Hunter	02/13/2025	4166	622.58	44
Joshua J Meeder	02/13/2025	4167	667.26	40
Kevin H McGrath	02/13/2025	4168	719.71	40
Robert H Johnston III	02/13/2025	4169	707.49	40
Amanda Jolene M Harper	02/20/2025	4171	548.88	40
Joshua J Meeder	02/20/2025	4173	667.25	40
Robert H Johnston III	02/20/2025	4175	707.49	40
Billy J Hunter	02/20/2025	4172	595.83	44
Kevin H McGrath	02/20/2025	4174	755.18	42
Amanda Jolene M Harper	02/27/2025	4177	548.88	40
Billy J Hunter	02/27/2025	4178	582.47	42
Joshua J Meeder	02/27/2025	4179	667.26	40
Kevin H McGrath	02/27/2025	4180	772.43	42
Robert H Johnston III	02/27/2025	4181	707.49	40

# Linesville Boro Public Utility Check Detail February 2025

Num	Type	Date	Name	Original Amount
4154	Bill Pmt -Check	02/06/2025	Armstrong Cable	-57.20
4155	Bill Pmt -Check	02/06/2025	Fine Print	-282.16
4156	Bill Pmt -Check	02/06/2025	HAGAN	-103.12
4157	Bill Pmt -Check	02/06/2025	Linesville Borough General Fund	-7,180.49
4158	Bill Pmt -Check	02/06/2025	LMA Rent	-300.00
4159	Bill Pmt -Check	02/06/2025	MEIT	-38.67
4160	Bill Pmt -Check	02/06/2025	Wex	-99.90
4161	Bill Pmt -Check	02/06/2025	PENELEC	-793.00
4162	Bill Pmt -Check	02/06/2025	PENELEC	-121.93
4163	Liability Check	02/06/2025	AFLAC POST TAX	-84.75
4164	Liability Check	02/06/2025	Pennsylvania Dept. of Revenue	-402.75
4170	Bill Pmt -Check	02/20/2025	Shafer Law Firm.	-190.00
4176	Bill Pmt -Check	02/20/2025	VISA	-1,507.99
4182	Liability Check	02/27/2025	Pennsylvania Dept. of Revenue	-254.54
4183	Bill Pmt -Check	02/27/2025	PARURALWATER	-197.50
EFT	Check	02/06/2025	Linesville Borough Debt Service	-9,634.85
EFT	Check	02/06/2025	Linesville Borough System Reserve	-1,305.77
EFT	Liability Check	02/25/2025	United States Treasury - FICA	-5,175.24

**Linesville Boro Public Utility**  
**Unpaid Bills Detail**  
As of March 7, 2025

	<u>Balance</u>
HAGAN	103.12
Keystone Electrical Technologies LLC	493.42
Lakeland Aggregates Inc.	1,072.64
MATTERN CPA, LLC	1,500.00
MEIT	36.84
<b>TOTAL</b>	<u><u>3,206.02</u></u>

GENERAL FUND AND HWY AID ACTION OF ACCOUNTS

February 2025

DEPOSIT #7693 ERIE BANK - General Fund (deposit only)

BEG	17,389.03	
REV	45,351.00	Total deposits
INT	0.90	Interest
DISB	52,817.51	667 to PLGIT Vehicle, 667 to Police Vehicle, 35,934.90 to CLASS, 15,548.61 to PRIME
FEES	30.00	Remote Deposit Machine and bank fee
END	9,893.42	

GENERAL FUND #2045 PLGIT CLASS (checking)

BEG	5,910.03	
REV	35,934.90	from Erie Bank
INT	49.27	Interest
DISB	32,931.34	Invoices paid, 6,951.77 to PRIME
END	8,962.86	

GENERAL FUND #2045 PLGIT PRIME (savings)

BEG	63,048.23	
REV	22,500.38	15,548.61 From Erie Bank, 6,951.77 from CLASS
INT	228.40	Interest
DISB	5,000.00	To Erie Bank
END	80,777.01	

GENERAL FUND VEHICLE #2016 PLGIT PRIME (savings)

BEG	10,409.75	
REV	667.00	From Erie Bank
INT	37.14	Interest
DISB	0.00	
END	11,113.89	

POLICE VEHICLE #2032 PLGIT PRIME (savings)

BEG	46,047.25	
REV	667.00	From Erie Bank
INT	160.09	Interest
DISB	0.00	
END	46,874.34	

PETTY CASH

BEG	50.00
REV	0.00
DISB	0.00
ENDING	50.00

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**SYSTEM RESERVE - ERIE BANK CHECKING #1338**

BEG.	5,000.43	
REV.	1,305.77	JAN. Cap fees paid
INT	0.33	Interest
DISB.	0.00	To PLGIT
END	6,306.53	

**SYSTEM RESERVE - PLGIT CLASS**

BEG.	342.11	
REV.	0.00	
INT	1.10	Interest
DISB.	0.00	
END	#REF!	

**SYSTEM RESERVE - PLGIT PRIME**

BEG.	52,931.10	
REV.	0.00	
INT	182.61	Interest
DISB.	0.00	
END	53,113.71	

**LIQUID FUELS**

February 2025

**PLGIT #1 LIQUID FUELS PLGIT CLASS**

BEG	2,021.21	
REV	0.00	
INTEREST	2.15	Interest
DISB	1,519.39	
END	503.97	

**PLGIT #2 LIQUID FUELS PLGIT PRIME**

BEG	11,414.63	
REV	0.00	
INT	9.38	Interest
DISB	0.00	
END	11,424.01	

# Linesville Borough Check Detail

February 1 through March 5, 2025

Type	Num	Date	Name	Original Amount
Bill Pmt -Check	20131	02/06/2025	Linesville Public Utility System	-3,205.07
Bill Pmt -Check	20132	02/06/2025	Armstrong	-151.80
Bill Pmt -Check	20133	02/06/2025	Dresnek Disposal	-7,776.50
Bill Pmt -Check	20134	02/06/2025	Fine Print	-282.16
Bill Pmt -Check	20135	02/06/2025	HAGAN	-446.87
Bill Pmt -Check	20136	02/06/2025	Johnson Consulting	-28.05
Bill Pmt -Check	20137	02/06/2025	Linesville Public Utility System	-216.67
Bill Pmt -Check	20138	02/06/2025	MEIT	-38.69
Bill Pmt -Check	20139	02/06/2025	MIB VALUATION DEPARTMENT	-225.00
Bill Pmt -Check	20140	02/06/2025	Penelec	-1,099.68
Bill Pmt -Check	20141	02/06/2025	WEX INC	-215.41
Bill Pmt -Check	20142	02/06/2025	Armstrong	-57.20
Bill Pmt -Check	20143	02/06/2025	Penelec	-792.99
Bill Pmt -Check	20144	02/06/2025	Penelec	-93.20
Bill Pmt -Check	20145	02/13/2025	Linesville Public Utility System	-3,140.93
Bill Pmt -Check	20146	02/20/2025	Linesville Public Utility System	-3,221.08
Bill Pmt -Check	20147	02/20/2025	SHAFER LAW FIRM, P.C.	-684.00
Bill Pmt -Check	20148	02/20/2025	VISA	-1,105.06
Bill Pmt -Check	20149	02/27/2025	Linesville Public Utility System	-3,084.60
Bill Pmt -Check	20150	02/27/2025	PA Rural Water	-197.50

**Linesville Borough**  
**Unpaid Bills Detail**  
As of March 7, 2025

	<u>Balance</u>
HAGAN	446.87
Johnson Consulting	162.35
Keystone Electrical Technologies LLC	<u>193.43</u>
<b>TOTAL</b>	<b><u><u>802.65</u></u></b>

2:43 PM  
03/07/25

Linesville Borough Liquid Fuels Fund  
Check Detail  
February 2025

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<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Paid Amount</u>
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NONE

2:42 PM

03/07/25

**Linesville Borough Liquid Fuels Fund**  
**Unpaid Bills Detail**  
**As of March 7, 2025**

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<u>Type</u>	<u>Date</u>	<u>Open Balance</u>
Compass Minerals Bill	03/05/2025	1,495.21
Total Compass Minerals		1,495.21
<b>TOTAL</b>		<b>1,495.21</b>

**LINESVILLE BOROUGH COUNCIL  
MINUTES  
February 11, 2025**

The February 11<sup>th</sup> meeting of the Linesville Borough Council was cancelled at the January 2025 meeting due to lack of a quorum available to attend in person. The next Borough council meeting will be held on March 11, 2025 at 7:00pm at the Linesville Borough building with a work session beginning at 6:00pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amanda Harper". The signature is written in a cursive style with a large initial "A" and a stylized "H".

Amanda Harper  
Secretary/Treasurer  
Linesville Borough

**PUBLIC UTILITY ACTION OF ACCOUNTS**

January 2025

**PUBLIC UTILITY**

**DEPOSIT CHECKING #7700 ERIE (deposit only)**

BEG.	26,344.00	
REV.	63,188.80	
INT	0.95	Interest
DISB.	71,463.47	833 to Water Tower PLGIT, 667 to Vehicle PLGIT, 9,744.24 to Debt Service, 1,306.50 to System Reserve, 58,912.73 to PLGIT
FEES	20.00	Remote Check Scanner
END	18,050.28	

**PUBLIC UTILITY #2061 PLGIT CLASS (checking)**

BEG.	11,617.31	
REV.	59,912.73	From Erie Bank, 1,000 from Prime
INT	51.50	Interest
DISB.	51,920.58	Invoices paid
END	19,660.96	

**PUBLIC UTILITY #2061 PLGIT PRIME (savings)**

BEG.	66,401.59	
REV.	0.00	
INT	252.12	Interest
DISB.	1,000.00	To PLGIT Class
END	65,653.71	

**PUBLIC UTILITY WATER TOWER FUND #2103 PLGIT PRIME (savings)**

BEG.	47,612.90	
REV.	667.00	From Erie Bank
INT	35.02	Interest
DISB.	0.00	
END	9,747.72	

**PUBLIC UTILITY VEHICLE #2090 PLGIT PRIME (savings)**

BEG.	9,045.70	
REV.	833.00	From Erie Bank
INT	183.31	Interest
DISB.	0.00	
END	48,629.21	

**PETTY CASH**

**PTO**

**VACATION**

BEG.	50.00			
REV.	0.00	Amanda Jolene M Harper	134.50	16.75
DISB.	0.00	Billy J Hunter	40.00	58.00
END	50.00	Joshua J Meeder	112.50	48.00
		Kevin H McGrath	130.50	110.75
		Robert H Johnston III	208.00	48.00

**CURRENT PROJECTS ACTION OF ACCOUNTS**  
**January 2025**

**DEPOSIT SAVINGS #4031 ERIE BANK DEBT SERVICE FEE ACCT.**

BEG.	128,855.82	
REV.	9,744.24	Debt Service fees
INT	197.86	Interest
DISB.	1,761.95	To E. Erie Lead for Pennvest payment
END	137,035.97	

**ERIE BANK CHECKING #3138 EAST ERIE LEAD ABATEMENT**

BEG.	1,761.95	
REV.	1,761.95	From Debt Service
DISB.	1,203.68	EDI Payments for PennVest
END	2,320.22	

**ERIE BANK CHECKING #3146 SYSTEM IMPROVEMENTS PROJECT**

BEG.	4,173.03	
REV.	0.00	
DISB.	1,980.66	EDI Payments for PennVest
END	2,192.37	

# Linesville Boro Public Utility Paychecks for All Employees January 2025

Employee	Date	Num	Amount	Hours
Jan 2025				
Amanda Jolene M Harper	01/02/2025	4093	532.72	40
Billy J Hunter	01/02/2025	4094	518.10	40
Bryan M Langley	01/02/2025	4095	155.73	13.5
Joshua J Meeder	01/02/2025	4096	655.14	40
Kevin H McGrath	01/02/2025	4097	402.38	23
Robert H Johnston III	01/02/2025	4098	689.31	40
Amanda Jolene M Harper	01/09/2025	4100	557.59	40.5
Billy J Hunter	01/09/2025	4101	701.87	48
Dawn Peters	01/09/2025	4102	245.36	5%
Joshua J Meeder	01/09/2025	4103	667.27	40
Kevin H McGrath	01/09/2025	4104	1,035.33	52.5
Robert H Johnston III	01/09/2025	4105	707.50	40
Amanda Jolene M Harper	01/16/2025	4106	579.90	41.75
Billy J Hunter	01/16/2025	4107	762.07	51
Joshua J Meeder	01/16/2025	4108	667.25	40
Kevin H McGrath	01/16/2025	4109	1,120.21	56.25
Robert H Johnston III	01/16/2025	4110	779.64	43
Amanda Jolene M Harper	01/23/2025	4130	548.87	40
Billy J Hunter	01/23/2025	4131	549.03	40.5
Joshua J Meeder	01/23/2025	4132	667.25	40
Kevin H McGrath	01/23/2025	4133	719.69	40
Robert H Johnston III	01/23/2025	4134	707.48	40
Amanda Jolene M Harper	01/30/2025	4140	575.05	41.5
Billy J Hunter	01/30/2025	4141	543.34	40
Joshua J Meeder	01/30/2025	4142	667.26	40
Kevin H McGrath	01/30/2025	4143	719.69	40
Robert H Johnston III	01/30/2025	4144	707.49	40

# Linesville Boro Public Utility Check Detail January 2025

Date	Type	Num	Name	Amount
01/16/2025	Bill Pmt -Check	4111	Armstrong Cable	-155.97
01/16/2025	Bill Pmt -Check	4112	Barber's Chemicals	-52.99
01/16/2025	Bill Pmt -Check	4117	Linesville Borough General Fund	-6,233.11
01/16/2025	Bill Pmt -Check	4118	LMA Rent	-300.00
01/16/2025	Bill Pmt -Check	4120	Meadville Tribune	-212.75
01/16/2025	Bill Pmt -Check	4121	P.F. Pettibone & Co.	-307.75
01/16/2025	Bill Pmt -Check	4122	US Postal Service	-50.00
01/16/2025	Bill Pmt -Check	4123	Wex	-86.19
01/16/2025	Liability Check	4124	AFLAC POST TAX	-67.80
01/16/2025	Liability Check	EFT	United States Treasury - FICA	-3,964.58
01/21/2025	Liability Check	4125	Linesville Borough	-70.00
01/21/2025	Liability Check	4126	Pennsylvania Dept. of Revenue	-266.28
01/21/2025	Liability Check	4127	HAB-EIT	-527.46
01/21/2025	Liability Check	4128	PA UC FUND	-36.95
01/21/2025	Bill Pmt -Check	4129	PSAB UC PLAN	-35.86
01/23/2025	Bill Pmt -Check	4135	MELZER'S FUEL SERVICE	-835.47
01/23/2025	Bill Pmt -Check	4136	NATIONALFUEL	-187.58
01/23/2025	Bill Pmt -Check	4137	Pace Analytical Services	-1,334.00
01/23/2025	Bill Pmt -Check	4138	NATIONALFUEL	-260.45
01/24/2025	Bill Pmt -Check	4139	PMRS	-750.00
01/30/2025	Bill Pmt -Check	4145	Armstrong Cable	-135.67
01/30/2025	Bill Pmt -Check	4146	LINDY PAVING INC	-214.37
01/30/2025	Bill Pmt -Check	4147	PENELEC	-10.41

**GF AND HWY AID ACTION OF ACCOUNTS**

January 2025

**GENERAL FUND**

**DEPOSIT #7693 ERIE BANK – General Fund (deposit only)**

BEG	17,129.46	
REV	33,150.68	
INT	0.64	Interest
DISB	32,871.75	667 to PLGIT Vehicle, 667 to Police Vehicle, 31,537.75 to PLGIT
FEES	20.00	Remote Deposit Machine fee
END	17,389.03	

**GENERAL FUND #2045 PLGIT CLASS (checking)**

BEG	1,983.02	
REV	49,145.63	31,537.75 from Erie Bank, 17,607.88 from Prime
INT	14.45	Interest
DISB	45,233.07	Invoices paid
END	5,910.03	

**GENERAL FUND #2045 PLGIT PRIME (savings)**

BEG	80,363.68	
REV	0.00	
INT	292.43	Interest
DISB	17,607.88	To Class
END	63,048.23	

**GENERAL FUND VEHICLE #2016 PLGIT PRIME (savings)**

BEG	9,705.36	
REV	667.00	From Erie Bank
INT	37.39	Interest
DISB	0.00	
END	10,409.75	

**POLICE VEHICLE #2032 PLGIT PRIME (savings)**

BEG	45,206.42	
REV	667.00	From Erie Bank
INT	173.83	Interest
DISB	0.00	
END	46047.25	

**SYSTEM RESERVE - ERIE BANK CHECKING #1338**

BEG.	9,462.08	
REV.	1,306.50	DEC. Cap fees paid
INT	0.43	Interest
DISB.	5,768.58	To PLGIT
END	5,000.43	

**SYSTEM RESERVE - PLGIT CLASS**

BEG.	340.88	
REV.	0.00	
INT	1.23	Interest
DISB.	0.00	
END	342.11	

**SYSTEM RESERVE - PLGIT PRIME**

BEG.	46,969.16	
REV.	5,768.58	From Erie Bank System Reserve
INT	193.36	Interest
DISB.	0.00	
END	52,931.10	

**LIQUID FUELS**

**PLGIT #2029 LIQUID FUELS PLGIT CLASS**

BEG	2,013.97	
REV	0.00	
INTEREST	7.24	Interest
DISB	0.00	
END	2,021.21	

**PLGIT #2029 LIQUID FUELS PLGIT PRIME**

BEG	11,370.93	
REV	0.00	
INT	43.70	Interest
DISB	0.00	
END	11,414.63	

**PETTY CASH**

BEG	50.00
REV	0.00
DISB	0.00
ENDING	50.00

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## Linesville Borough Check Detail January 2025

Date	Type	Num	Name	Amount
01/02/2025	Bill Pmt -Check	20108	Linesville Public Utility System	-2,921.80
01/09/2025	Bill Pmt -Check	20109	Linesville Public Utility System	-4,086.85
01/16/2025	Bill Pmt -Check	20110	Linesville Public Utility System	-4,149.30
01/16/2025	Bill Pmt -Check	20111	Armstrong	-65.85
01/16/2025	Bill Pmt -Check	20113	Crawford County Boroughs Association	-20.00
01/16/2025	Bill Pmt -Check	20114	Highmark	-1,023.43
01/16/2025	Bill Pmt -Check	20115	Johnson Consulting	-50.15
01/16/2025	Bill Pmt -Check	20116	Linesville Post Office	-50.00
01/16/2025	Bill Pmt -Check	20117	Linesville Public Utility System	-216.67
01/16/2025	Bill Pmt -Check	20118	Meadville Tribune	-212.75
01/16/2025	Bill Pmt -Check	20119	P.F. Pettibone & Co.	-307.75
01/16/2025	Bill Pmt -Check	20120	WEX INC	-407.73
01/16/2025	Bill Pmt -Check	20121	Armstrong	-151.80
01/16/2025	Bill Pmt -Check	20122	Armstrong	-90.13
01/23/2025	Bill Pmt -Check	20123	Linesville Public Utility System	-3,089.30
01/23/2025	Bill Pmt -Check	20124	Keystone Electrical Technologies LLC	-8.99
01/23/2025	Bill Pmt -Check	20125	LexisNexis/Matthew Bender	-75.34
01/23/2025	Bill Pmt -Check	20126	National Fuel	-324.39
01/23/2025	Bill Pmt -Check	20127	YCG, INC	-392.00
01/24/2025	Bill Pmt -Check	20128	PMRS	-750.00
01/30/2025	Bill Pmt -Check	20129	Linesville Public Utility System	-3,108.75
01/30/2025	Bill Pmt -Check	20130	Armstrong	-135.68

1:15 PM  
02/05/25

Linesville Borough Liquid Fuels Fund  
Check Detail  
January 2025

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<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Paid Amount</u>
Bill Pmt -Check	1801	01/30/2025	Compass M...	
Bill		01/30/2025		-1,519.39
TOTAL				-1,519.39

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**MINUTES**

**BOROUGH COUNCIL WORK SESSION**

January 15, 2025

Time: 6:00pm

**IN ATTENDANCE**

President Kevin McGrath, Vice President Michael Chance, Jeff Weimer, Greg Peters, Barry Chapin via Microsoft Teams, Mayor David Hoogstad Sr.

**ABSENT** - Kelly Conner, Mike Heaney

**VISITORS** – David Schaef, Kaleigh White, Ken Parks, Billy Hunter

**DISCUSSION**

Ken Park from LSSE reviewed some of the main points of the assessment of the Borough building. The HVAC report was distributed, however, Ken will send out the entire 3-part report. The total amount to rehabilitate the building and bring it up to code would be \$1,000,060.00.

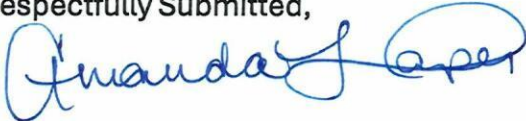
The proposal from Pump Man for the water system includes an annual check of the pumps in the system at Lockhart, Penn, and the lower springs. The cost is #3,120 per visit. The contract is for 3 years.

Barrs Insurance currently holds the Boroughs liability, property, and workers comp insurances and they sent a proposal for health insurance. The plan would stay the same and the price would stay the same, we would just be switching brokers.

A variety of time clock options were presented to the Council with a variety of pricing options. It's been requested to do some more research and come back with only 2 or 3 that would fit well with our needs.

Police Chief Rob Johnston submitted a retirement letter stating that it has been a pleasure working for the Borough. His last day with the Borough will be March 19, 2025, but he has accepted a position with the Penncrest School District and his last day being here every day will be sometime next week however, he will be working some to ease in the transition. Sgt. Josh Meeder also turned a letter into Council stating that he is not seeking to fill the Police Chief position.

Respectfully Submitted,



Amanda Harper  
Linesville Borough  
Secretary/Treasurer

**MINUTES**

**January 14, 2025**

**MEETING CALLED TO ORDER 7:00 PM**

**ROLL CALL**

President Kevin McGrath, Vice President Michael Chance, Barry Chapin via Microsoft Teams, Jeff Wiemer, Greg Peters, Solicitor Jeff Millin

ABSENT : Mayor David Hoogstad Sr., Mike Heaney, Kelly Conner

**APPROVAL OF PREVIOUS MEETING MINUTES AND FINANCIAL REPORT**

A **MOTION** was made by Michael Chance and **SECONDED** by Jeff Weimer to approve the December 2024 Borough meeting minutes. A verbal vote was taken, and all present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Jeff Weimer to approve the bills due for General Fund, Liquid Fuels and Public Utilities. A verbal vote was taken, and all present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Greg Peters to approve the checks written for General Fund, Liquid Fuels and Public Utilities. A verbal vote was taken, and all present voted **YES**, the **MOTION CARRIED**. President Kevin McGrath abstained.

**CITIZEN CONCERNS**

None.

**PRESIDENT PRO TEM AND APPOINTMENTS**

A **MOTION** was made by Michael Chance and **SECONDED** by Jeff Weimer for Mike Heaney to be President Pro Tem. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Greg Peters and **SECONDED** by Barry Chapin to appoint Steve Marwood to the Vacancy Chair board and Tom Woods to the Municipal Authority for a 5 year term. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Jeff Weimer to appoint Jim Moyer to the 3 year term of the Zoning Hearing board and Ron Harper to the vacant position ending 12/2026. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Jeff Weimer to appoint Ron Harper as the Linesville Fire Dept. Board of Directors. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Greg Peters and **SECONDED** by Jeff Weimer to appoint Northwest EMA as Emergency Management, Michael Chance as EMA Local Coordinator, Michael Chance and David

Hoogstad Sr. as EMA Representatives and Gary Johnson as Zoning Officer. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Barry Chapin to appoint Rabell Engineering dba LSSE as engineering firm, Mattern CPA as auditor for Public Utility and General fund, Erie Bank and PLGIT as depositories, Shafer Law Firm Jeff Millin as Solicitor, and Amanda Harper as Secretary/Treasurer/Office Manager. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Greg Peters to appoint Kevin McGrath as Public Works Director and operator in responsible charge, Justin Harper as Fire Marshall, LPJMA as Sewage enforcement, PSAB as website management, and Amanda Harper as right to know officer. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**. Kevin McGrath abstains.

#### **POLICE REPORT**

A police report was given by Chief Johnston.

Chief Rob Johnston turned in a retirement letter during the work session and he is thanked for his service during his time at the Borough.

#### **ENGINEERS REPORT**

A **MOTION** was made by Greg Peters and **SECONDED** by Michael Chance to approve Konzel pay request #18 in the amount of \$136,230.45. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Jeff Weimer to approve PennVEST pay request #18 in the amount of \$138,211.11. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Greg Peters to approve service order authorization amendment in the amount of \$\$1,025,908. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

#### **SOLICITOR REPORT**

None.

#### **FIRE BOARD REPORT**

December 2024 relief and general meeting minutes were emailed to the Borough and copies distributed to each council member.

#### **UNFINISHED BUSINESS**

None.

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**CORRESPONDENCE**

None.

**COMMITTEE REPORTS**

**ADMINISTRATIVE, POLICY AND PERSONNEL**

Chairman ☑ President Kevin McGrath, Vice President Michael Chance, Mayor Dave Hoogstad Sr

A **MOTION** was made by Greg Peters and **SECONDED** by Jeff Weimer to switch health insurance brokers to Barr's Insurance. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

**PUBLIC UTILITIES**

Chairman- Greg Peters, Kelly Conner, Barry Chapin

A **MOTION** was made by Greg Peters and **SECONDED** by Jeff Weimer to approve the pump man annual inspection at a cost of \$3,120 per year. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Barry Chapin and **SECONDED** by Jeff Weimer to transfer \$3,120 out of the meter line item #449.750 into a new line-item Pump Maintenance #449.375. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

**STREETS AND SIDEWALK BUILDING PROPERTY**

Chairman-Mike Heaney, Michael Chance

22 more tons of salt has been ordered because of the amount needed this winter season.

**REVITALIZATION, GRANTS, PARKS AND RECREATION**

Kelly Conner, Barry Chapin

**FINANCE**

Chairman-Kevin McGrath, Michael Chance, Mike Heaney

A 2025 actual budget for Public Utility, General Fund, and Liquid Fuels was provided.

**POLICE COMMITTEE**

Chairman - Jeff Weimer, Greg Peters, and Barry Chapin

Many thanks to Rob for his commitment and time with the Linesville Police Department.

**ZONING**

No activities were done in December 2024 therefore there is no report.

**SECRETARY REPORT**

More information was requested during the work session for time clock systems.

**NEW BUSINESS**

A **MOTION** was made by Greg Peters and **SECONDED** by Jeff Weimer to approve the expense for the engineers to review the SALDO for up to \$1,000 with Gary Johnson. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Greg Peters to approve a new printer for the maintenance office at approximately \$1,300.00 to be split between public utility, general fund, and the municipal authority. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

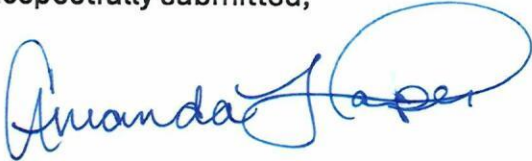
**ANNOUNCEMENTS**

An executive session will be held after the meeting to discuss personnel and policies regarding the retirement of police.

**ADJOURNMENT**

The meeting will be recessed until January 28, 2025, at 7:00pm. The meeting has been **RECESSED** at 7:50pm.

Respectfully submitted,



Amanda Harper  
Secretary/Treasurer  
Linesville Borough

**MINUTES**

**January 28, 2025**

**MEETING CALLED TO ORDER 7:05 PM**

**ROLL CALL**

President Kevin McGrath, Vice President Michael Chance, Jeff Wiemer, Kelly Conner, Greg Peters and Barry Chapin via Microsoft Teams, Mayor David Hoogstad Sr.

ABSENT: Mike Heaney, Solicitor Jeff Millin

**VISITORS**

Jane Smith – Tribune, David Schaef, Sgt. Adam Blashok – PSP, Katie Wickert, Chris Seeley

**POLICE COMMITTEE**

Chairman - Jeff Weimer, Greg Peters, and Barry Chapin

Police Chief Rob Johnston turned in his retirement resignation at the last meeting and since then, Scott K. and Bryan Langley have turned in resignations as well. Jeff Weimer spoke with Sgt. Josh Meeder and he states that he is looking for a new job and not interested in taking over the chief position with the Borough. Rob Johnston has reported these changes to the state police to notify them of decreased patrol in the Borough.

Options for police coverage were discussed to include having only one full time, one full time and one part time, 2 full time, have only state police coverage, and have Conneaut Lake Regional PD coverage. Conversations with N. Shenango showed a high rate of pay for minimal coverage. It was noted that if a full-time officer is hired, he/she would only be a patrolman and the Mayor will be the administrator.

PSP Meadville Troop E Sgt. Adam Blashok, who's in attendance, spoke to Council regarding state police coverage to our area stating that each officer is assigned a zone and polices his/her zone with their own techniques. PSP does not enforce local ordinances set by the Borough.

A **MOTION** was made by Michael Chance and **SECONDED** by Kelly Conner to advertise acceptance of resumes for a full-time police chief/patrolman. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Jeff Weimer and **SECONDED** by Michael Chance to sell the 2026 Ford Interceptor police vehicle to Penncrest School in the amount of \$10,000 and add that amount to the police vehicle savings in PLGIT. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

**NEW BUSINESS**

A **MOTION** was made by Jeff Weimer and **SECONDED** by Michael Chance to send letters to the owners on South Mercer St. with dead trees that are dangerous and need to be taken down. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

There is a grant available that we can apply for to place a park area at the Bunday property. There is a match requirement but will take in-kind in place of match funds. The application for the MAP grant is due on March 1<sup>st</sup>.

A **MOTION** was made by Jeff Weimer and **SECONDED** by Kelly Conner to approve Resolution 2025-1 authorizing the submission of a Municipal Assistance Grant to do a park plan for the Bunday site. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

**ADJOURNMENT**

A **MOTION** was made by Michael Chance and **SECONDED** by Kelly Conner to adjourn the meeting. A verbal vote was taken and those present voted **YES**, the **MEETING ADJOURNED** at 8:18pm.

Respectfully submitted,



Amanda Harper  
Secretary/Treasurer  
Linesville Borough

# Borough of Linesville

103 W. Erie St., Linesville, PA 16424

Borough Building Phone: 814.683.4382

Zoning Officer: Gary Johnson 814-282-1368 • mitgoe@gmail.com

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## Report of the Zoning Officer January 2025

### Permits

- N/A

### Enforcements

- N/A

### Other

- Inspect open permits. Close out Connors garage addition permit 2024-1, Wine/Spirits shop sign 2024-6
- Research, Calls, emails w/Dan Arnett re: games of skill regulations

# January 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Amanda : Holiday Billy : Holiday Kevin : Holiday Rob : Holiday Josh : Holiday	2 Amanda : 8a-4p Billy : 3:57a-2:11p Kevin : 4:03a-12:03p Rob : 8:15a-4:15p Josh : 4p-12a	3 Amanda : 8a-4p Billy : 5:40a-2:39p Kevin : 6:30a-3:08p Rob : Vac Josh : 12p-8p	4 Billy : 3:57a-11:28a Kevin : 4:04a-11:28a Josh : 4p-12a
5 Billy : 3:59a-9:07a Kevin : 4:01a-8:16a Josh : 4p-12a	6 Amanda : 8a-4p ; 6p-6:30p Billy : 6:37a-12:09p Kevin : 6:24a-3:31p Rob : Training	7 Amanda : 8a-4p Billy : 9:04a-2:30p Kevin : 6:30a-3:40p Rob : Training	8 Amanda : 8a-4p Billy : 6:34a-2:03p Kevin : 6:24a-3:58p Rob : Training Josh : 11a-7p	9 Amanda : 8a-4p Billy : 6:38a-3:33p Kevin : 6:22a-3:33p Rob : Training Josh : 11a-7p	10 Amanda : 8a-4p Billy : 6:35a-2:34p Kevin : 6:26a-3p Rob : Training Josh : 9:30a-5p	11 Billy : 6:35a-10a Kevin : 3:52a-1:15p Josh : 3:30p-12a
12 Billy : 2:54a-8:01a Kevin : 2:48a-7:04a Josh : 3:30p-11:30p	13 Amanda : 8a-4p Billy : 6:35a-3:15p Kevin : 6:29a-3p Rob : 8:15a - 4:15p Josh :	14 Amanda : 8a-4:45p ; 5:30p-8p Billy : 9:05a-3:30p Kevin : 6:30a-3:33p Rob : 9a-8p	15 Amanda : 8a-4p Billy : 3:57a-2:04p Kevin : 3:54a-2:55p Rob : 8:15a-4:15p Josh : 3:30p-11:30p	16 Amanda : 8a-4p Billy : 6:34a-3:34p callout Kevin : 6:24a-3:34p Rob : 8:15a-4:45p Josh : 12:30p-8:30p	17 Amanda : 8a-4p Billy : 5:58a-1:35p Kevin : 6:23a-7:45a Rob : 8:30a - 4p Josh : 3p-11p	18 Billy : 7:14a-9:14a check water Josh : 3p-11p
19 Billy : check water Josh : 1p-9p	20 Amanda : Holiday Billy : 4:56a-9:37a Holiday Kevin : 4:50a-11:45a Holiday Rob : 9:15a - 5:15p	21 Amanda : 8a-4p Billy : Off Kevin : 6:35a-3:31p Rob : 8:15a - 4:15p	22 Amanda : 8a-4p Billy : 6:47a-3p Kevin : 6:28a-3:30p Rob : Holiday Josh : Holiday	23 Amanda : 8a-4p Billy : 6:33a-3:37p Kevin : 6:34a-3:20p Rob : Vac Josh : Vac	24 Amanda : 8a-4p Billy : 6:33a-3:30p Kevin : 6:23a-4:24p Rob : Vac Josh : Vac	25 Billy : check water Josh : Vac
26 Billy : check water Josh : Vac	27 Amanda : 8a-4p Billy : Vac Kevin : 6:30a-8:46a ; 11a-3:33p Rob : Vac	28 Amanda : 8a-4p ; 7-8:30p Billy : Vac Kevin : 5:34a-3:09p Rob : Vac	29 Amanda : 8a-4p Billy : Vac Kevin : 6:29a-9:15a Rob : Vac Josh : 12p-8p	30 Amanda : 8a-4p Billy : 6:41a-3:35p Kevin : 6:27a-3:23p Rob : Vac Josh : Vac	31 Amanda : 8a-4p Billy : 6:43a-2:08p Kevin : 6:31a-3:21p Rob : Vac Josh : 12:30p-8:30p	

# February 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 Billy : 6:50a-8:54a check water Josh : 3p-11p
2 Rob : 8hrs Billy : salt, callout, check water Kevin : call out Josh : 10:30a-6:30p	3 Amanda : 8a-3p Billy : 6:41a-1p Kevin : 6:28a-3:30p Rob : Vac	4 Amanda : 8a-4p Billy : 8:40a-3:30p;callout Kevin : 6:29a-3:30p Rob : Vac	5 Amanda : 8a-4p Billy : 6:39a-3:30p Kevin : 6:39a-3:01p Rob : Vac Josh : 9a-5p	6 Amanda : 8a-4p Billy : 5:01a-1:46p Kevin : 6:22a-3:34p Rob : Vac Josh : 11a-7p	7 Amanda : 8a-4p Billy : 6:40a-2:30p Kevin : 6:25a-9a Rob : Vac Josh : 8:30a-6:30p	8 Josh : 8:30a-2:30p Billy : 4a-5:30a Check water
9 Josh : PTO Billy : 5:53a-9:24a Check water	10 Amanda : 8a-4p Billy : 6:40a-3p Kevin : Vac Rob : Vac	11 Amanda : 8a-3p Billy : 8:28a-2p Kevin : Vac Rob : Vac	12 Amanda : 8a-4p Billy : 6:32a-3:37p Kevin : Vac Rob : Vac Josh : 10:45a-6:15p	13 Amanda : 8a-4p Billy : 6:46a-2:34p Kevin : Vac Rob : Vac Josh : 9:15a-5:15p	14 Amanda : Vac Billy : 6:30a-2:30p Kevin : Holiday Rob : Vac Josh : 9:15a-5:15p	15 Josh : 7:15a-3:15p Billy : 9:09a-11:17a Check water
16 Josh : Holiday Billy : 10:44a-12:13p ; 3:37p-5:11p,checkwater Kevin : 1:12p-3:15p	17 Amanda : Holiday Billy : 4:13a-11:37a Kevin : 3:57a-3:37p Rob : Holiday	18 Amanda : Vac Billy : 4:39a-11:17a Kevin : 3:52a-3:05p Rob : Vac	19 Amanda : 8a-4p Billy : Holiday Kevin : 6:33a-4:23p Rob : Vac Josh : 7:30a-3:30p	20 Amanda : 8a-4p Billy : 6:41a-3:39p Kevin : 6:31a-3:34p Rob : Vac Josh : Vac	21 Amanda : 8a-4p Billy : 4:59a-2:46p Kevin : 6:22a-3:31p Rob : Vac Josh : Vac	22 Billy : Check water
23 Billy : Check water	24 Amanda : 8a-4p Billy : 6:30a-3:30p Kevin : 6:51a-3:30p Rob : Vac Josh : Vac	25 Amanda : 8a-4p Billy : 8:12a-3:07p Kevin : 6:24a-3:30p Rob : Vac Josh : Vac	26 Amanda : 8a-4p Billy : 6:35a-3:35p Kevin : 6:29a-3:45p (callout) Rob : Vac Josh : Vac	27 Amanda : 8a-4p Billy : 6:31a-12:05p Kevin : 6:27a-8:30a ; 12p-3:39p Rob : Vac Josh : Vac	28 Amanda : 8a-4p Billy : 6:37a-2:17p Kevin : 6:18a-1p Rob : Vac Josh : Vac	