

PUBLIC UTILITY ACTION OF ACCOUNTS

May 2023

PUBLIC UTILITY

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

BEG.	11,119.06	
REV.	63,836.49	Total Deposits
INT	1.05	Interest
DISB.	49,094.48	To PLGIT Class
FEES	20.00	Remote Check Scanner
END	25,842.12	

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

BEG.	39,631.66	
REV.	89,814.48	49,094.48 From Erie Bank, 40,720 from Prime
INT	271.45	Interest
DISB.	74,522.68	Invoices paid
END	55,194.91	

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

BEG.	91,839.24	
REV.	0.00	
INT	318.08	Interest
DISB.	40,720.00	To PLGIT Class
END	51,437.32	

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

BEG.	42,072.64	
REV.	0.00	
INT	192.57	Interest
DISB.	0.00	
END	42,265.21	

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

BEG.	4,814.16	
REV.	0.00	
INT	22.03	Interest
DISB.	0.00	
END	48,36.19	

**PETTY CASH**

BEG.	50.00
REV.	0.00
DISB.	0.00
END	50.00

**CURRENT PROJECTS ACTION OF ACCOUNTS**

**May 2023**

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

BEG.	59,022.59	
REV.	0.00	From PU for Debt Service fees paid
INT	111.90	Interest
DISB.	1,203.68	To E. Erie St. PennVest payment
END	57,930.81	

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

BEG.	1,761.95	
REV.	8,068.72	1,203.68 From Debt Service, 6,865.04 from Comm. Of PA
DISB.	8,626.99	1,761.95 EDI Payments for PennVest, 6,865.04 paid to LSSE
END	1,203.68	

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

BEG.	3,950.03	
REV.	42,9407.50	From PennVEST
DISB.	42,9593.16	Invoices paid and Interest payment
END	3,764.37	

## Linesville Boro Public Utility Paychecks for All Employees May 2024

Employee	Date	Num	Amount	Hours
<b>May 2024</b>				
Amanda Jolene M Harper	05/02/2024	3631	526.41	40
Billy J Hunter	05/02/2024	3632	525.36	40.75
Dawn Peters	05/02/2024	3633	2,675.09	5%
Joshua J Meeder	05/02/2024	3634	650.61	40
Kevin H McGrath	05/02/2024	3635	714.03	42
Robert H Johnston III	05/02/2024	3636	683.02	40
Amanda Jolene M Harper	05/09/2024	3639	589.56	43.75
Billy J Hunter	05/09/2024	3640	614.63	45.5
Joshua J Meeder	05/09/2024	3641	650.62	40
Kevin H McGrath	05/09/2024	3642	847.32	47.5
Robert H Johnston III	05/09/2024	3643	683.03	40
Amanda Jolene M Harper	05/16/2024	3647	526.42	40
Billy J Hunter	05/16/2024	3648	511.04	40
Bryan M Langley	05/16/2024	3649	90.27	8.5
Joshua J Meeder	05/16/2024	3650	650.62	40
Kevin H McGrath	05/16/2024	3651	664.94	40
Robert H Johnston III	05/16/2024	3652	683.02	40
Amanda Jolene M Harper	05/23/2024	3664	526.42	40
Billy J Hunter	05/23/2024	3665	511.04	40
Bryan M Langley	05/23/2024	3666	70.64	7
Joshua J Meeder	05/23/2024	3667	696.92	42
Robert H Johnston III	05/23/2024	3669	683.02	40
Kevin H McGrath	05/23/2024	3670	664.95	40
Amanda Jolene M Harper	05/30/2024	3672	526.42	40
Billy J Hunter	05/30/2024	3673	511.07	40
Bryan M Langley	05/30/2024	3674	291.72	24.5
Dawn Peters	05/30/2024	3675	58.84	5%
Joshua J Meeder	05/30/2024	3676	650.60	40
Kevin H McGrath	05/30/2024	3677	664.94	40
Robert H Johnston III	05/30/2024	3678	683.04	40

### VACATION/PERSONAL TIME OFF

Employee	PTO Available	Vacation Available
Amanda Jolene M Harper	121.25	0.00
Billy J Hunter	44.75	55.75
Joshua J Meeder	72.50	54.50
Kevin H McGrath	40.00	52.25
Robert H Johnston III	168.50	90.50

Linesville Boro Public Utility  
Check Detail  
May 16 through June 7, 2024

Type	Num	Date	Name	Original Amount
Bill Pmt -Check	3645	05/16/2024	Highmark	-993.41
Bill Pmt -Check	3646	05/16/2024	L/B Water Service, Inc.	-2,236.13
Bill Pmt -Check	3647	05/16/2024	Linesville Borough General Fund	-9,271.39
Bill Pmt -Check	3648	05/16/2024	MATTERN CPA, LLC	0.00
Bill Pmt -Check	3649	05/16/2024	MEIT	-36.82
Bill Pmt -Check	3650	05/16/2024	MELZER'S FUEL SERVICE	-575.70
Bill Pmt -Check	3651	05/16/2024	NATIONALFUEL	-423.30
Bill Pmt -Check	3652	05/16/2024	Pace Analytical Services	-197.00
Liability Check	3662	05/16/2024	AFLAC POST TAX	-67.80
Liability Check	3663	05/16/2024	Pennsylvania Dept. of Revenue	-744.03
Bill Pmt -Check	3671	05/23/2024	RON RONCAGLIONE	-1,180.00
Bill Pmt -Check	3684	06/06/2024	PENELEC	-30.34
Bill Pmt -Check	3685	06/06/2024	Wex	-117.86

**Linesville Boro Public Utility**  
**Unpaid Bills Detail**  
As of June 7, 2024

	<u>Open Balance</u>
<b>Atlantic Underwater Services Inc.</b>	
	1,800.00
Total Atlantic Underwater Services Inc.	1,800.00
<b>L/B Water Service, Inc.</b>	
	1,362.60
Total L/B Water Service, Inc.	1,362.60
<b>LA Auto</b>	
	55.00
Total LA Auto	55.00
<b>MEIT</b>	
	36.82
Total MEIT	36.82
<b>PA One Call System, Inc.</b>	
	1.00
Total PA One Call System, Inc.	1.00
<b>Pace Analytical Services</b>	
	381.00
Total Pace Analytical Services	381.00
<b>Randi Fields</b>	
	744.20
Total Randi Fields	744.20
<b>Shafer Law Firm.</b>	
	358.00
Total Shafer Law Firm.	358.00

**GF AND HWY AID ACTION OF ACCOUNTS**

May 2024

**GENERAL FUND**

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

BEG	7,842.06	
REV	144,428.96	Total deposits
INT	30.00	Interest
DISB	130,873.99	98,115.99 to PLGIT Class, 32,758 to PLGIT Prime
FEES	30.00	Remote Deposit Machine fee
END	21,368.54	

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

BEG	13,626.36	
REV	98,115.99	From Erie Bank
INT	241.20	Interest
DISB	25,264.71	Invoices paid
END	86,718.84	

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

BEG	64,559.07	
REV	32,758.00	From Erie Bank
INT	386.05	Interest
DISB	0.00	
END	97,703.12	

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

BEG	4,803.51	
REV	0.00	
INT	21.99	Interest
DISB	0.00	
END	4,825.50	

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

BEG	39,099.31	
REV	0.00	
INT	178.96	Interest
DISB	0.00	
END	39,278.27	

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

BEG.	9,693.05	
REV.	0.00	
INT	0.58	Interest
DISB.	0.00	
END	9,693.63	

**SYSTEM RESERVE - PLGIT CLASS**

BEG.	479.24	
REV.	0.00	
INT	2.08	Interest
DISB.	0.00	
END	481.32	

**SYSTEM RESERVE - PLGIT PRIME**

BEG.	40,448.44	
REV.	0.00	
INT	185.13	Interest
DISB.	0.00	
END	40,633.57	

**LIQUID FUELS**

**PLGIT #2029 LIQUID FUELS PLGIT CLASS**

BEG	2,053.03	
REV	0.00	
INTEREST	4.45	Interest
DISB	1,050.87	Invoices Paid
END	1,006.61	

**PLGIT #2029 LIQUID FUELS PLGIT PRIME**

BEG	69,811.95	
REV	0.00	
INT	319.53	Interest
DISB	0.00	
END	70,131.48	

**PETTY CASH**

BEG	50.00
REV	0.00
DISB	0.00
ENDING	50.00

**Linesville Borough**  
**Check Detail**  
May 17 through June 7, 2024

Type	Num	Date	Name	Amount
Check	135	05/17/2024	LSSE - E. Erie St Lead	-33,455.60
Bill Pmt -Check	19854	05/23/2024	Linesville Public Utility System	-3,434.45
Bill Pmt -Check	19855	05/23/2024	RJ RONCAGLIONE	-250.00
Bill Pmt -Check	19856	05/30/2024	Dresnek Disposal	-7,451.50
Bill Pmt -Check	19857	05/30/2024	Johnson Consulting	-1,465.10
Bill Pmt -Check	19858	05/30/2024	Linesville Public Utility System	-3,772.87
Bill Pmt -Check	19859	06/06/2024	C.A.R.S.	-84.63
Bill Pmt -Check	19860	06/06/2024	Conneaut Lake Regional Police Department	-100.00
Bill Pmt -Check	19861	06/06/2024	Linesville Public Utility System	-3,331.92

# Linesville Borough Unpaid Bills Detail As of June 7, 2024

	<u>Balance</u>
Charles J Larson Jr.	
	<u>61.08</u>
Total Charles J Larson Jr.	61.08
<b>Crawford County Planning</b>	
	<u>54.00</u>
Total Crawford County Planning	54.00
<b>Johnson Consulting</b>	
	<u>1,074.95</u>
Total Johnson Consulting	1,074.95
<b>MATTERN CPA, LLC</b>	
	<u>-336.16</u>
Total MATTERN CPA, LLC	-336.16
<b>Penelec</b>	
	<u>26.39</u>
Total Penelec	26.39
<b>POWELL</b>	
	<u>225.00</u>
Total POWELL	225.00
<b>SHAFER LAW FIRM, P.C.</b>	
	<u>468.98</u>
Total SHAFER LAW FIRM, P.C.	468.98
<b>WEX INC</b>	
	<u>502.59</u>
Total WEX INC	502.59
<b>Witmer Public Safety Group</b>	
	<u>119.59</u>
Total Witmer Public Safety Group	119.59

2:59 PM

06/07/24

# Linesville Borough Liquid Fuels Fund

## Unpaid Bills Detail

As of June 7, 2024

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Type	Date	Open Balance
TOTAL		<hr/> <hr/>

2:59 PM

06/07/24

# Linesville Borough Liquid Fuels Fund

## Check Detail

May 16 through June 7, 2024

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Original Amount

**MINUTES**  
**BOROUGH COUNCIL WORK SESSION**  
**May 14, 2024**  
**Time: 6:00pm**

**IN ATTENDANCE**

President Kevin McGrath, Vice-President Michael Chance, Mike Heaney, Barry Chapin, Jeff Weimer

ABSENT – Kelly Conner, Mayor David Hoogstad Sr., Greg Peters

**VISITORS**

Jane Smith – Tribune, Will Graham, David Schaefer, Chad – Barr's Insurance

**DISCUSSION**

Kevin reviewed with Council the inspection of the water tower and showed Council the pictures and video from the inspection.

Chad from Barrs Insurance reviewed the insurance coverage. The Borough is currently insured with PIRMA which is a risk pool, and rates can vary from year to year. Chad reviewed the insurance coverage proposal his company is able to provide which includes a cyber security plan, crime coverage, inland marine which includes small handheld tools, general liability insurance and an umbrella. It is on the agenda to approve the switch from PIRMA to Barr's Insurance.

The Fire Department was discussed and Kevin went through old minutes from Borough Council and found out that the department is their own entity. The Borough does not give them any tax money other than workers' compensation which is required by law and therefore, they don't have to give the Council any treasurer's report. It was also brought up that the members assigned to the Board for the Fire Department should not be members of the Fire Department. The Fire Department is requesting for 3 Council members to attend a meeting with the fire department officers, as well as with Pine Twp. and Conneaut Township. Michael Chance, Mike Heaney, and Jeff Weimer volunteered to attend. Michael Chance states he is available on Friday the 24<sup>th</sup>.

Surveys for the water questionnaires are coming in but there are still over 200 that need to be collected.

Mike Heaney brings to Council some samples of new banners to hang in town since the current ones are older. These banners from Street Décor Inc last at least 3 years. The banners are \$95 each and brackets are \$98. We would need about 7 banners. The company also has hero banners we could be able to supply to residents to purchase at \$106 each.

Respectfully Submitted,

Amanda Harper  
Linesville Borough  
Secretary/Treasurer

# MINUTES

## BOROUGH COUNCIL

April 9, 2024

MEETING CALLED TO ORDER 7:00 PM

### ROLL CALL

President Kevin McGrath, Vice Present Michael Chance, Mike Heaney, , Jeff Weimer, Kelly Conner, Barry Chapin, Mayor David Hoogstad Sr., Solicitor Jeff Millin

ABSENT : Greg Peters

### APPROVAL OF PREVIOUS MEETING MINUTES AND FINANCIAL REPORT

A **MOTION** was made by Barry Chapin and **SECONDED** by Michael Chance to approve the March 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 Kelly Conner 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 **SECONDED** by Kelly Conner 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

There is a bush on the corner of Franklin and Jefferson that prevents visibility up Franklin Street. Kevin states he will take of it.

Paula Heaney states that they will once again be holding National Night Out at their house on Franklin Street and encourages the Borough to participate as it a great event. National Night Out is held on August 6 this year.

### POLICE REPORT

A police report was given by Chief Johnston.

### ENGINEERS REPORT

A **MOTION** was made by Mike Heaney and **SECONDED** by Barry Chapin to approve Konzel partial pay request #10 for contract 22-01 in the amount of \$250,364.90. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Mike Heaney and **SECONDED** by Jeff Weimer to approve PennVEST pay request in the amount of \$316,329.60. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Mike Heaney and **SECONDED** Michael Chance by to approve Konzel Change Order #2 for contract 22-01 in the amount of \$31,936.65 with an 82 day extension. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Mike Heaney and **SECONDED** Michael Chance by to approve Konzel Change Order #1 for contract 22-02 with an 82 day time extension. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

### SOLICITORS REPORT

A **MOTION** was made by Kelly Conner and **SECONDED** Michael Chance by to accept Erie Insurance settlement of \$2,500 for Raccoon Refuse . A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

## SECRETARY REPORT

There were no discrepancies found in the Liquid Fuels Audit which was completed.

## FIRE BOARD REPORT

A letter was received from the Fire Department President Chuck Robinson requesting 2 or 3 Council members to join them along with Pine Twp and Conneaut Twp for a meeting to discuss the recent inquiries for the financials. Jeff Weimer, Michael Chance and Mike Heaney volunteered to attend with Michael Chance available only on the Friday.

A copy of the minutes and treasurers report were received from the Fire Department.

## UNFINISHED BUSINESS

None.

## 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 Michael Chance and **SECONDED** Kelly Conner by approve Highmark Health Insurance renewal. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**. Kevin McGrath abstains.

A **MOTION** was made by Michael Chance and **SECONDED** Jeff Weimer by to approve Barr's Insurance for liability and property and to send a letter to PIRMA to cancel our coverage with them. 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 Michael Chance and **SECONDED** by Barry Chapin to have Konzel repair patches on the top of the water tower in the amount of \$7,345.00. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Michael Chance and **SECONDED** by Kelly Conner to pay Penelec for the electric connection in the amount of \$17,837.27. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

A **MOTION** was made by Kelly Conner and **SECONDED** by Michael Chance to permit Kevin and Billy to do overtime and charge \$40 for completing any water surveys that have not been turned in by the end of June. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

### STREETS AND SIDEWALK BUILDING PROPERTY

Chairman-Mike Heaney, Michael Chance

A **MOTION** was made by Michael Chance and **SECONDED** by Kelly Conner to hire Keystone Electric to connect the maintenance building to the new building in the amount of \$3,075. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

Sealcoating will be \$1.89 per square yard and there will be a total of 25,497 square yards done for a total of \$48,189.33 from Liquid Fuels. The streets being done are as follows: S. Pymatuning, South Street, Franklin Street, Phoenix Alley, Pine, Beach, S. Church Street, Jefferson, North Church, Stratton, McLane, Wallace Ave by the Fire Hall and in the front of the fire hall.

Clean-up day was very successful. The full truck was filled along with 2 roll-offs.

## REVITALIZATION, GRANTS, PARKS AND RECREATION

Kelly Conner, Barry Chapin

## FINANCE

Chairman-Kevin McGrath, Michael Chance, Mike Heaney

It was brought up to purchase a safety deposit box from the bank to place any important paperwork and such in. It was requested to instead purchase a fireproof safe and keep it in the office.

## POLICE COMMITTEE

Chairman - Jeff Weimer, Greg Peters, and Barry Chapin

None.

## BI-CENTENNIAL COMMITTEE

Chairman – Sequoia Whitmer, Kelly Conner

A **MOTION** was made by Mike Heaney and **SECONDED** by Jeff Weimer to be the applicant for the Bi-Centennial Parade. A verbal vote was taken and those present voted **YES**, the **MOTION CARRIED**.

## PROPERTY MAINTENANCE

No Report.

## NEW BUSINESS

The Library is requesting to have porta johns around town again for the yard sale day over Memorial Day weekend.

## ANNOUNCEMENTS

## ADJOURNMENT

A **MOTION** was made by Michael Chance and **SECONDED** by Kelly Conner to adjourn the monthly meeting. A verbal vote was taken and all those present voted **YES**. The meeting was **ADJOURNED** at 8:05pm.

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** **May 2024**

### Permits

- Conner addition permit 2024-1
- Gross fence permit 2024-2

### Enforcements

- N/A

### Other

- N/A