

French Creek Council of Governments

Meeting Notice and Agenda

TO: All French Creek Members

You are cordially invited to the next meeting of the French Creek COG

When: Thursday, April 15th, 2021

Where: VERNON TOWNSHIP BUILDING

Time: 11:30 a.m.

AGENDA:

1. Public Comment
2. Administrative Matters
 - A. **Action** - Approve Minutes of January 21ST, 2021 - Enclosed Hoover
 - B. **Action** - Accept Treasurer's Report - Enclosed Swavey
 - C. **Action** - Accept 2020 Audit Report - Enclosed Merritt
 - D. **Action** - Approve payment of \$200 PACOG Dues Hoover
 - E. **Action** - Approve Lyle Hoover as Delegate Hoover
and Dick Deiss as Alternate Delegate for PACOG
3. Accept East Fallowfield Township, Summit Township,
North Shenango Township and Cussewago Township as New Members Hoover
4. Update on Joint Bidding for Road Projects All
5. Update on NO COG Tire Event All
8. Other Business All
9. Next meeting is on July 15th, 2021 and will be at Woodcock Township.

French Creek Council of Governments
Meeting of JANUARY 21st, 2021

MINUTES

Present:

Lori Swavey, Vernon Township
Fritz Snyder, Vernon Township
Renee Hayes, Woodcock Township
Jill Dunlap, West Mead Township
John Shartle, West Mead Township
Lyle Hoovler, Sadsbury Township
John Leffingwell, Pine Township
Joe Tompkins, City of Meadville Redevelopment Authority
Christopher Soff, Crawford County Commissioners
Lori Drumm, Titusville Herald

Public Comment:

None

Administrative Matters:

Administrative Matters: The delegates for each municipality for 2021 are as follows:

Vernon Township: Fritz Snyder, Robert Horvat (1st Alternate)
City of Meadville: Sean Donahue, Autumn Vogel (1st Alternate)
West Mead Township: John Shartle, Mike Jordan (1st Alternate)
East Mead Township: Dick Deiss, Larry Mattocks (1st Alternate)
Cambridge Township: Kevin Cole, Charlie Bauer (1st Alternate)
Woodcock Township: Renee Hayes, Randy Chess (1st Alternate)
Sadsbury Township: Lyle Hoovler, Kevin VanHonk (1st Alternate)
Greenwood Township: Doug Stevenson, Kurt Dennis (1st Alternate)
Union Township: Bob Ackerman, (1st Alternate)
Pine Township: John Leffingwell, (1st Alternate)
Hayfield Township: Jennifer McClymonds, (1st Alternate)
Crawford Central School District: Jan Feleppa, Jeff Rose (1st Alternate)
Crawford County Commissioners: Christopher Soff, Eric Henry (1st Alternate)
Redevelopment Authority of City of Meadville: Joe Tompkins, Jan VanTuil (1st Alternate)
Meadville Area Sewer Authority: Frank Duda, (1st Alternate)
Meadville Area Water Authority: Jeff Miller, Robert Harrington (1st Alternate)
Meadville Area Recreation Authority: Aaron Rekich, (1st Alternate)
Crawford County Solid Waste Authority: Brenda Schmidt, Penny Monahan (1st Alternate)

- A. **Reorganization:** Jill Dunlap noted the nominating committee wished to nominate Lyle Hoovler for Chairman, Kevin Cole for Vice Chairman, Jill Dunlap for Secretary and Lori Swavey for Treasurer. John Shartle moved to close the nominations and accept the nominations as presented. Fritz Snyder seconded the motion and the motion was unanimously approved.

- B. Subcommittees: Jill Dunlap noted the nominating committee wished to nominate Brenda Schmidt, Charlie Bauer and Sean Donahue to serve on the Tire/Electronic Recycling Subcommittee; Rose Mumau, Renee Hayes and Debra Merritt to serve on the Audit Subcommittee; Roxie Fucci, Jennifer McClymonds and Jill Dunlap to serve on the Nominating Subcommittee; Lyle Hoovler, Fritz Snyder and Kevin Cole to serve on the Membership Subcommittee and Dick Deiss, Bob Ackerman and John Leffingwell to serve on the Gas and Energy Subcommittee. John Leffingwell moved to close the nominations and accept the nominations as presented. John Shartle seconded the motion and the motion was unanimously approved.
- C. Approval of Minutes: Fritz Snyder made a motion to approve the July 16th, 2020 minutes as presented. Lyle Hoovler seconded the motion and the motion was unanimously approved.
- D. Treasurer's Report: Lori Swavey presented the Treasurer's Report. John Leffingwell made a motion to accept the Treasurer's Report as presented. Renee Hayes seconded the motion and the motion was unanimously approved. John Leffingwell made a motion to pay the Meadville Tribune invoice in the amount of \$80.25. Renee Hayes seconded the motion and the motion was unanimously approved.

Crawford County Visitors Bureau:

Representatives were not present but will be invited back at a later time.

Other Business:

Jill Dunlap noted the COG Joint Road Bids and Project Meeting will be held on Friday, February 5th, 2021 at 9:00 a.m. at the West Mead Township Building.

The next meeting will be held on Thursday, April 15th, 2021, at 11:30 a.m. at the Vernon Township building.

Fritz Snyder made a motion to adjourn the meeting at 11:41 a.m. John Shartle seconded the motion and the motion was unanimously approved.

Respectfully Submitted,

Jill Dunlap

Secretary

French Creek Council of Governments

Trial Balance

April 15, 2021

	<u>Debit</u>	<u>Credit</u>
Mercer County State Bank	5,312.50	
Accounts Receivable	0.00	
Undeposited Funds	0.00	
Accounts Payable	0.00	
Retained Earnings		4,642.75
Grant Receipts		0.00
Member Dues		1,000.00
Project Donations		0.00
Advertising	0.00	
Dues and Subscriptions	0.00	
Professional Fees	0.00	
Interest Income		0.00
TOTAL	<u>5,312.50</u>	<u>5,642.75</u>

Balance Sheet

April 15, 2021

ASSETS

Current Assets

Checking/Savings

Mercer Cou 5,312.50

Total Checking/Savings 5,312.50

Total Current Assets 5,312.50

TOTAL ASSETS 5,312.50

LIABILITIES & EQUITY

Equity

Retained Earnings 4,642.75

Net Income 669.75

Total Equity 5,312.50

TOTAL LIABILITIES & EQUITY 5,312.50

**French Creek Council of Governments
Auditing Committee**

April 1, 2021

French Creek Council of Governments
Jill Dunlap, Administrative Secretary
1150 Morgan Village Road
Meadville, PA 16335

Re: 2020 Audit

Dear COG Members:

As provided under Article VII/Finances of the French Creek COG Bylaws, the financial representatives from Member Governments conducted a financial audit on February 18, 2021 for the period of January 1, 2020 through December 31, 2020.

Financial Reports were prepared on a Cash Basis and are hereby submitted with this report. The records are in good order and there are no findings to report.

Respectfully Submitted on Behalf
of the Auditing Committee,

Debra E. Merritt

Debra E. Merritt
Secretary/Treasurer
Cambridge Township

Auditing Committee:
Rose Mumau, Sadsbury Township
Renee Hayes, Woodcock Township
Jill Dunlap, West Mead Township
Debra E. Merritt, Cambridge Township

**French Creek Council of Governments
Financial Report
For the Period Ending December 31, 2020
Cash Basis**

Beginning Cash Balance as of 01/01/2020 **\$ 4,835.73**

REVENUES:

Dues - Hayfield Township \$ 250.00

TOTAL REVENUES: \$ 250.00

TOTAL AVAILABLE: **\$ 5,085.73**

EXPENDITURES:

Dues & Subscriptions \$ 200.00

Website Hosting \$ 161.98

Advertising \$ 81.00

TOTAL EXPENDITURES: \$ 442.98

Ending Cash Balance as of 12/31/2020 **\$ 4,642.75**

Audit Completed 2/18/2021
Rose Mumau, Sadsbury Township
Renee Hayes, Woodcock Township
Jill Dunlap, West Mead Township
Debra E. Merritt, Cambridge Township

1:01 PM

French Creek Council of Governments

Trial Balance

As of December 31, 2020

02/18/21

Cash Basis

	Dec 31, 20	
	Debit	Credit
First National Bank Checking	0.00	
Mercer CD	0.00	
Mercer County Bank	0.00	
Mercer County State Bank	4,642.75	
Accounts Receivable	0.00	
Undeposited Funds	0.00	
Accounts Payable	0.00	
Retained Earnings		4,835.73
Member Dues		250.00
Advertising	81.00	
Dues and Subscriptions	200.00	
Website Hosting	161.98	
TOTAL	5,085.73	5,085.73
