

**BOROUGH OF SUGARCREEK  
COUNCIL MEETING MINUTES**

September 1, 2021

**I. WELCOME AND INTRODUCTIONS**

Council President John McClelland opened the meeting at 7:00 pm, welcomed everyone to the meeting and noted there will be no hurtful or harmful speech allowed.

**II. PLEDGE OF ALLEGIANCE (American Flag)**

Council President McClelland led the Pledge of Allegiance.

**III. MOMENT OF SILENCE**

A moment of silence was observed.

**IV. ESTABLISHMENT OF QUORUM**

Present at the meeting were Council members Larry Baughman, John McClelland, Bogan Goughler, Matthew Carlson, James Speth and Mayor Charles McDaniel. Also, present were Borough Solicitor Brian Spaid and Chief Bob Wenner.

**V. DISTRIBUTION OF AGENDA**

**VI. COUNCIL CHANGES TO AGENDA**

**VII. PUBLIC PARTICIPATION (limited to 3 minutes each)**

- A. Mike Dulaney, County Commissioner, said he wanted to stop into a meeting since he has not been to a Council meeting in a while and he has recently moved into the Borough. Mr. Dulaney said he had also spoken with Mr. Sporer recently about the Rt. 8 sidewalk. The project is slated to begin soon, but the General Authority will be replacing some water lines along there as well. The timetable will be determined once the General Authority has their plan in place. There has also been discussion about starting an "Infrastructure Bank." He said it would be set up the same as PENNVEST loans; the County would help negotiate low interest rates and help subsidize the loan.

**VIII. COMMISSION/COMMITTEE REPORTS**

- A. Planning Commission  
1. No report.

**IX. STAFF REPORTS**

- A. Maintenance Foreman:  
1. Mr. Sporer said Wiley Avenue will be seal coated this week, as well as Keely Road and Cherrytree Road.
- B. Police Chief:  
1. Chief Wenner updated Council on the 911 Advisory Board meeting he and Mayor McDaniel attended. Mayor McDaniel has been named the Vice – President of the Board. The purpose of the Advisory Board is to work with 911 and improve the safety of the community and the local law enforcement agencies.
- C. Administrator/Special Projects:  
1. Mr. Sporer updated Council on the Keely Road Paving Project which was bid and awarded in August. Mr. Sporer said Shields Paving was the initial low bidder of the project. When Mr. Freer contacted them to notify them that they were awarded the low bid, they stated that they bid the wrong material and their bid was subsequently rejected. The next low bidder was IA Construction, but they bid the wrong material as well and their bid was also rejected. The next low bidder, with the correct material bid, was Martuccio Asphalt and Paving, in the amount of \$87,230.28. Mr. McClelland asked if Council needs to make a motion to rescind Shields' bid. Mr. Spaid said the Council could, but it is not necessary since Shields withdrew their bid. Mr. Speth asked if the bidders are not reading the bid specifications. Mr. Sporer said Shields Paving and IA Construction bid a hot mix material which is the material those two (2) companies produce and bid. Martuccio Asphalt and Russell Standard are the only two (2) companies that bid the correct material.  
a. Motion by James Speth, being duly seconded by Larry Baughman to approve the Keely Road Paving Project, in the amount of \$87,230.28, to be awarded to

Martuccio Asphalt and Paving, due to the bid by Shields Paving not meeting proper bid specifications. Motion carried unanimously.

2. Mr. Sporer said the Borough will be submitting an application for County Liquid Fuels. The Borough would use the funds to repair the third culvert along Shaffer Run Road; the Borough has replaced two previously. Mr. Sporer said he anticipated the cost to be around \$40,000 and will request \$20,000 from the County Liquid Fuels and the Borough would pay the remainder.
  - a. Motion by Bogan Goughler, being duly seconded by Matthew Carlson to be resolved that Sugarcreek Borough, Venango County do hereby make application to the County for al allocation of County Liquid Fuels Tax Fund for the year 2022. Motion carried unanimously.
3. Mr. Sporer said the Borough has already received calls in regards to Trick – Or – Treat hours. He would recommend staying the same as previous years; on Halloween night from 6:00 PM – 8:00 PM.
  - a. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve and set Trick – or – Treat hours for Halloween, on Sunday, Oct. 31, 2021, from 6:00 PM – 8:00 PM. Motion carried unanimously.
4. Mr. Sporer updated Council on the status of the various sewer accounts and rates. Currently, Rocky Grove pays \$46.00/month and Sugarcreek Village pays \$38.00/month. Sugarcreek Village's last increase was in 2006 and Rocky Grove was last increased in 2009. Both were increased \$5.00/month. Mr. Sporer said the costs to the treatment plant and the maintenance costs on the lift stations are continuing to increase. For example, the Borough has recently begun to replace pumps at the various lift stations throughout the Borough. A pump previously cost around \$2,000. The current cost is now \$4,500. Mr. Sporer recommends increasing the rate by \$4.00/month, beginning January 1, 2022. Rocky Grove's sewer rate would go to \$50.00/month and Sugarcreek Village's sewer rate would go to \$42.00/month. He said that rates should have increased last year, but due to the COVID – 19 Pandemic, he thought it would be best to hold the sewer rates. Mr. Speth asked when was the last pump replaced at a lift station or when do we anticipate replacing another one. Mr. Sporer said two (2) more pumps were ordered today and it cost around \$10,000. Mr. Speth asked if they are wearing out or just poor products. Mr. Sporer said they are wearing out; one was 12 years old and the other is 14 years old. The lifetime of a pump is around 15 years. And the Borough currently has the lift stations cleaned to keep them maintained and working for as long as possible. Mr. Spaid said he will prepare the ordinances.
  - a. Motion by Bogan Goughler, being duly seconded by Larry Baughman to approve the sewer rate increases as recommended by the Borough Manager. A roll call was taken. Mr. Speth, Mr. Goughler, Mr. McClelland and Mr. Baughman voted in favor of the motion. Mr. Carlson opposed the motion. Motion carried.

D. CDBG Administrator

1. Motion by James Speth, being duly seconded by Bogan Goughler to approve Resolution No. 3 of 2021, Resolution of Approval FFY 2021 Community Development Block Grant (CDBG) Application. Motion carried unanimously.
2. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the Cooperation Agreement between the Borough and the County regarding the administration of the FFY 2021 Community Development Block Grant. Motion carried unanimously.

E. Zoning Officer:

1. No report.

F. Solicitor:

1. No report.

X. COUNCIL REPORT

- A. Mayor McDaniel said they are hoping to grow and enhance the County's Emergency Service through the new advisory board.
- B. Mr. Speth wanted to let Chief Wenner and Council know that he has received many compliments on the visibility of the Police Department and the job the Maintenance Department has been doing this summer.

**XI. APPROVAL OF MINUTES**

- A. Motion by Matthew Carlson, being duly seconded by Bogan Goughler to approve the minutes of the August 4, 2021 Council Meeting and the August 17, 2021 Special Council Meeting. Motion carried unanimously.

**XII. FINANCIAL REPORTS**

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the payment of bills/issuance of checks as presented by the Treasurer. Motion carried unanimously.

**XIII. OLD BUSINESS**

**XIV. NEW BUSINESS**

**XV. CORRESPONDENCE**

**XVI. BOARD OF APPEALS**

**XVII. EXECUTIVE SESSION**

Council recessed at 7:21 pm for an executive session to discuss personnel and legal issues which, if conducted in public, would violate a lawful privilege of information or confidentiality protected by the law and any action to follow. The meeting was reconvened at 8:04 pm.

**XVIII. NEW BUSINESS CON'T.**

- A. Motion by Matthew Carlson, being duly seconded by Bogan Goughler to commence the hiring process for a full – time police officer. A roll call was taken. Mr. Goughler, Mr. McClelland and Mr. Carlson voted in favor of the motion. Mr. Speth and Mr. Baughman opposed the motion. Motion carried.

**XIX. ADJOURNMENT**

- A. Council President John McClelland declared the meeting adjourned at 8:05 PM.

Joseph M. Sporer, Borough Manager

John McClelland, Council President