

BOROUGH OF SUGARCREEK COUNCIL MEETING MINUTES

April 6, 2011

I. WELCOME AND INTRODUCTIONS

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

II. PLEDGE OF ALLEGIANCE (American Flag)

Council President Turner 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 Linda Turner, Larry Baughman, Robert Resinger and Howard Barger. Also present were Chief Carlson, Dick Phillips, Penny Peterson and Brian Spaid. Harold Bloomgren was not present. Officer Deeter, Joe Sporer and Bogan Goughler were excused.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. COMMISSION/COMMITTEE REPORTS

- A. Planning Commission: Planning Commission did not meet last Wednesday.

VIII. STAFF REPORTS

- A. Engineer
 - 1. No report
- B. Maintenance Foreman:
 - 1. Motion by Larry Baughman, being duly seconded by Robert Resinger to advertise for bids on road maintenance materials and equipment, including but not limited to antiskid, aggregates, pipe, signs, seal coat and dust control. Motion carried unanimously.
 - 2. Motion by Robert Resinger, being duly seconded by Howard Barger to purchase a TBTH Model Tow – Behind Sweeper, from Walsh Equipment, at a cost of \$9,736.80, paid through Liquid Fuels. Motion carried unanimously.
 - 3. Mr. Phillips reported that the Maintenance Dept. had to go out and salt roads this morning due to the snow/ice covered roads. The new sweeper would not be delivered for 30 – 45 days.
- C. Police Chief:
 - 1. Chief Carlson stated the LTAP Road Bonding Course will be held April 19, 2011, 9:00 AM – 1:00 PM and Chief, Dick Phillips, and Penny Peterson will be attending. DARE Graduation will be held April 11, 2011 at 1:15 PM. The “Night of Legends” Wrestling Tournament will be held April 16, 2011. The prescription drug collection is scheduled for April 30, 2011. Chief also reported that Cartwright Fireworks made a donation to the SBPD’s K – 9 Unit.
 - 2. Motion by Robert Resinger, being duly seconded by Larry Baughman to approve Ptlmn. Jarrod Deeter to attend ASP Instructor Certification classes, May 23, 24, 25, 2011, at the University of Pittsburgh, Titusville Campus, at a cost of \$50.00 (refundable) plus wages. Motion carried unanimously.
 - 3. Motion by Robert Resinger, being duly seconded by Larry Baughman to approve Ptlmn. Jarrod Deeter to attend OC Aerosol Instructor Certification classes June 20, 2011, at the University of Pittsburgh, Titusville Campus, at a cost of \$75.00, plus wages. Motion carried unanimously.
 - 4. Chief Carlson recommended the Planning Commission should research and develop a SALDO (Sub – Division and Land Development Ordinance) plan for the Borough, as opposed to the Borough going through the County.
 - 5. Motion by Robert Resinger, being duly seconded by Howard Barger to approve the Borough’s Planning Commission to research local SALDO plans. Motion carried unanimously.

- D. Administrator/Special Projects:
1. Motion by Robert Resinger, being duly seconded by Larry Baughman to adopt Ordinance No. 268 of 2011, which is the Sugarcreek Borough Stormwater Management Ordinance. Motion carried unanimously.
 2. Ms. Lehman reported the H2O meeting is scheduled for April 7, 2011 and the Borough will be contacted in writing on the outcome. The Borough's Spring Clean – Up Day is Saturday, April 30, 2011, from 7:00 AM – 3:00 PM. The Prescription Drug Collection is also scheduled for Saturday, April 30, 2011, from 10:00 AM – 2:00 PM.
 3. Robert McClintock, EMA Coordinator, has requested to meet with Council on Wednesday, April 20, 2011, at 5:45 PM to review the Borough's Emergency Management Plan.
 4. Motion by Robert Resinger, being duly seconded by Howard Barger to begin the April 20, 2011 Council Meeting at 5:45 PM and advertise the time change. Motion carried unanimously.
- E. Zoning Officer:
1. Ms. Peterson reported that Zoning Officer Deeter needed to have two (2) Property Maintenance Hearings for the Jones' and Porterfield's properties. The Porterfield Property Maintenance Hearing is to be scheduled for Wednesday, June 15, 2011, at 6:00 PM. The Jones' Property Maintenance Hearing is to be scheduled for Wednesday, June 15, 2011 at 6:30 PM.
 2. Ms. Peterson gave an update on the O'Neil property on Keely Road. The O'Neils have requested more time due to the weather. Ms. Peterson suggested using CDBG funds to lien the property in order to demolish the vacant house. Once the property has a lien place against it, the owners could not do anything to the property until the lien is paid off. Officer Deeter granted them an extension.
- F. CDBG Administrator:
1. Ms. Peterson reported that RGVFD is still receiving equipment that was bid out. Reno VFD's equipment has been ordered.
- G. Solicitor:
1. Mr. Spaid reported he will not be at the next three (3) Borough Council meetings, but he will try to attend the Executive Sessions.
 2. Mr. Spaid stated he received a petition from Rex Heckathorn in regards to the Borough vacating a portion of Russell Street, which is considered a "paper street." The public hearing is scheduled for Wednesday, June 1, 2011 at 6:45 PM.

IX. COUNCIL REPORTS

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

- A. Robert Lewis had concerns and questions in regards to the Borough's finances. He wanted to know how the budget is tracked, who approves spending/expenses, etc.? Mr. Lewis stated there needs to be cuts in the budget and spending. He suggested a freeze in wages and overtime pay cut for the Maintenance and Police Departments. Mayor Minnick stated that everyone is working together and looking at the budget regularly. Chief Carlson stated they are working with a budget that has already been cut.
- B. John Kernic questioned if the Police Department was involved with the Sheriff's Department warrant sweep in the beginning of the week? Chief stated they were involved with those individuals whom were located in the Borough and have collected over \$11,000.00 in fines, in the first quarter.

XI. APPROVAL OF MINUTES

- A. Motion by Larry Baughman, being duly seconded by Howard Barger approve the minutes of the March 16, 2011 Council Meeting. Motion carried unanimously.

XII. FINANCIAL REPORTS

- A. Motion by Howard Barger, being duly seconded by Robert Resinger 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

- A. Motion by Larry Baughman, being duly seconded by Robert Resinger to set the Property Maintenance Hearings for The Porterfields on June 15, 2011, at 6:00 PM, The Jones on June 15, 2011, at 6:30 PM, and the Heckathorn Public Hearing on June 1, 2011 at 6:45 PM.

XVII. EXECUTIVE SESSION

Council recessed at 7:36 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 8:48 pm.

XVIII. NEW BUSINESS (Con't.)

XIX. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:48 pm.

Stephanie Lehman, Administrative Assistant

Linda Turner, Council President