

**BOROUGH OF SUGARCREEK  
COUNCIL MEETING MINUTES**

June 2, 2010

**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, Bogan Goughler, Howard Barger, Robert Resinger, Larry Baughman and Mayor Charles Minnick. Dick Phillips was not present. Also present were Chief Carlson, Officer Deeter, Penny Peterson, Brian Spaid, and Harold Bloomgren.

**V. DISTRIBUTION OF AGENDA**

**VI. COUNCIL CHANGES TO AGENDA**

**VII. COMMISSION/COMMITTEE REPORTS**

A. Planning Commission: Mr. Kernic reported that the Planning Commission met with the Venango County Storm Water Management Committee and the process is still on going. Planning Commission also met with Dave Brockett in regards to Agricultural Security. They are beginning the update process for agricultural security with in the Borough.

**VIII. STAFF REPORTS**

A. Engineer

1. Harold Bloomgren updated Council that Northwest Engineering, Inc. is nearing completion of contract document preparation for the rehabilitation work & if PennVest offers financing, bids will need to be advertised in July. Bouquin is continuing to negotiate in obtaining a railroad crossing agreement & work will not begin until later this summer. The Borough's water system is not required to meet the 4-log inactivation regulations provided Franklin's System is in compliance. Mr. Bloomgren also recommended that the Borough institute a water system user notification procedure in the event of a water emergency. Northwest Engineering, Inc. is scheduled to have the final design drawings completed for the Martin Hill Road Bridge Project in 30 days followed by specifications and estimate. Mr. Keebler mailed right-of-way related documents to the affected property owners and the date remains October 2010.
2. Motion by Robert Resinger, being duly seconded by Larry Baughman to approve payment of Invoice #1572, in the amount of \$135.03 to Northwest Engineering for the Western NY & PA RR at Grade Crossing project. Motion carried unanimously.
3. Motion by Bogan Goughler, being duly seconded by Howard Barger & Larry Baughman to approve payment of Northwest Engineering, Inc. payment in the amount of \$12,775.64 and submit for reimbursement on Requisition No. 15, First United National Bank loan, in the amount of \$12,775.64. Motion carried unanimously.
4. Motion by Robert Resinger, being duly seconded by Bogan Goughler to approve payment of Invoice #9, Final Design, in the amount of \$5,354.33 to Northwest Engineering for the Martin Hill Road Bridge project, and submission to PennDOT for reimbursement. Motion carried unanimously.
5. Motion by Bogan Goughler, being duly seconded by Robert Resinger to approve extension on Northwest Engineering, Inc.'s agreement for Part II for Martin Hill Bridge Road project to October 31, 2010. Motion carried unanimously.

B. Maintenance Foreman: No report.

- C. Police Chief: Chief Carlson reported there were 457 complaints, 102 citations, 7 reportable accidents and 3 narcotic raids for the month of May. Chief stated he applied for 3 grants for vests and vest carriers. A grant for administrative and maintenance radios was approved. Chief also reported on two businesses that were burglarized. Suspects in both cases have been identified. In response, the police department has increased patrol and sent notices to businesses within the Borough. The Sheriff's Department will assist police during fair week. Chief reported that the new traffic lights are installed and working and the road markings are down, for Sheetz on Rt. 8. Opening is scheduled for June 10, 2010.
- D. Administrator/Special Projects: Ms. Lehman reported on meeting with Terry Ray and Penny Peterson in regards to the Borough's Comprehensive Plan. Mr. Ray will review the plan and offer suggestions. Once that is done, it will then need to go to the Borough's Planning Commission for review and approval. Then, finally, it will need to go to Council for review and approval as well. Ms. Lehman was in contact with Joyce at Rocky Grove Presbyterian Church in regards to the Soap Box Derby to be held on July 31, 2010. There are no events scheduled at the church and they will provide a food booth.
- E. Zoning Officer: No report.
- F. CDBG Administrator: Ms. Lehman reported on a letter written on May 17, 2010 to Mike Carpenter in regards to repayment of CDBG funds. Mr. Carpenter agreed to the terms of the letter: using prior years' funds to repay \$247,924.33 of ineligible CDBG costs, leaving the Borough with \$55,791.63 remaining in FFY 2009 funds. Ms. Peterson reported on grant writing workshop she attended at Seneca Hills Camp. She stated it was helpful and informative.
  - 1. Motion by Bogan Goughler, being duly seconded by Robert Resinger to approve the conditions of the letter from Mike Carpenter for CDBG Performance Review. Motion carried unanimously.
  - 2. Motion by Bogan Goughler, being duly seconded by Larry Baughman to hold a public meeting Wednesday, June 16, 2010, at 6:15 PM to announce repayment plan for ineligible CDBG funds. Motion carried unanimously.
- G. Solicitor: No report.

#### **IX. COUNCIL REPORTS**

- A. Robert Resinger had questions for Zoning Officer Deeter on the process of the Islam property on Rocky Grove Avenue. Officer Deeter stated the roof was complete and the foundation was stable; possibly just needing more mortar. Officer Deeter also stated the Islams will be back within a week.

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

- A. Mike Garbacz questioned the CDBG administrative costs by GCCA and why did they not have records. Mr. Garbacz suggested that the new Borough Administrator be a Borough resident. He also stated that the Fire Department has an emergency call system, at a cost of \$35.00 a month for voice or text messages with no contract, for 100 numbers.
- B. Ruth Freeman questioned if the Front Street playground is complete? Ms. Turner stated the mulch is down, there is still work to be done on the pavilion and the bricks that were purchased as a fundraiser are also being worked on.
- C. Bob Lewis voiced concerns over street intersections and pedestrians' safety. Mr. Lewis stated there are no marked crosswalks on Front Street.
- D. John Kernic questioned the markings for the intersection of Front Street and Rocky Grove Avenue.
- E. John Dumbleton wanted to express a thank you to Jody Davison for her work with the Planning Commission.
- F. Sandy Sharp questioned the funding for the Sheetz project. Chief Carlson stated the project was grant approved, the Borough paid \$100,000 and funds were also received from Sugarcreek Ventures.

**XI. APPROVAL OF MINUTES**

- A. Motion by Howard Barger, being duly seconded by Bogan Goughler to approve the minutes of the April 21, 2010 Council meeting, as amended. Motion carried unanimously.
  - 1. Motion by Bogan Goughler, being duly seconded by Howard Barger to approve amendment to the minutes as Stephanie Lehman is to receive Administrative wages across the board as well as for any vacation time used while serving as the Acting Administrator. 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**

- A. Robert Resinger questioned if there was an engine braking ordinance within the Borough, in regards to engine braking on Rt. 417. Chief Carlson and Brian Spaid stated Penn Dot would need to decide on an engine braking ordinance.
- B. Larry Baughman stated Cranberry Township is offering a hazardous material waste collection, July 31, 2010 at the Cranberry Mall.

**XV. CORRESPONDENCE**

**XVI. BOARD OF APPEALS**

**XVII. EXECUTIVE SESSION**

Council recessed at 7:46pm 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. The meeting was reconvened at 9:05 pm.

**XIV. NEW BUSINESS (Con't,)**

- A. Motion by Robert Resinger, being duly seconded by Howard Barger to hold an Executive Session on Tuesday, June 8, 2010, at 6:00 PM to discuss personnel matters. Motion carried unanimously.

**XVIII. ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 9:06 pm.

Stephanie Lehman, Acting Borough Secretary

Linda Turner, Council President