

# BOROUGH OF SUGARCREEK COUNCIL MEETING MINUTES

November 2, 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, Mayor Charles Minnick, Robert Resinger, Larry Baughman and Bogan Goughler. Also present was Chief Carlson, Solicitor Brian Spaid and Officer Deeter. Harold Bloomgren, Dick Phillips and Penny Peterson were not present. Council member Howard Barger was excused.

## V. DISTRIBUTION OF AGENDA

## VI. COUNCIL CHANGES TO AGENDA

## VII. COMMISSION/COMMITTEE REPORTS

- A. John Dumbleton reported that the Planning Commission met on October 26, 2011 to discuss a subdivision, a new proposed ordinance and a home occupation permit.

## VIII. STAFF REPORTS

- A. Engineer
  - 1. No report.
- B. Maintenance Foreman:
  - 1. Dick Phillips presented Council with a written report on the various jobs the Maintenance Department has been working on since the previous Council meeting.
- C. Police Chief:
  - 1. Chief Carlson reported the department's Automated Criminal Justice System was audited by the Pennsylvania State Police and no discrepancies were found. Chief will be ordering a radio for the Suburban.
- D. Administrator/Special Projects:
  - 1. Mr. Sporer presented Council with the contract from Berkheimer Associates, who will be taking over as the Earned Income Tax and Local Services Tax Collectors as of January 1, 2012.
  - 2. Motion by Larry Baughman, being duly seconded by Bogan Goughler to adopt Resolution No. 5 of 2011, which authorizes the Borough to appoint Berkheimer as its Tax Hearing Officer. A roll call was taken. Mr. Goughler, Ms. Turner and Mr. Baughman voted in favor of the motion. Mr. Resinger voted against the motion. Motion carried.
  - 3. Motion by Bogan Goughler, being duly seconded by Larry Baughman to adopt Resolution No. 6 of 2011, which appoints the Borough Manager and/or Treasurer as the liaison between the Borough and Berkheimer. A roll call was taken. Mr. Goughler, Ms. Turner, and Mr. Baughman voted in favor of the motion. Mr. Resinger opposed the motion. Motion carried.
  - 4. Motion by Bogan Goughler, being duly seconded by Larry Baughman to adopt Resolution No. 7 of 2011, which authorizes the Borough to retain Berkheimer as the Exclusive Tax Officer. A roll call was taken. Mr. Goughler, Ms. Turner, and Mr. Baughman voted in favor of the motion. Mr. Resinger opposed the motion. Motion carried.
  - 5. Motion by Larry Baughman, being duly seconded by Bogan Goughler to adopt Resolution No. 8 of 2011, which authorizes Berkheimer to impose and retain costs of collection on delinquent taxes. A roll call was taken. Mr. Goughler, Ms. Turner, and Mr. Baughman voted in favor of the motion. Mr. Resinger voted against the motion. Motion carried.
  - 6. Mr. Sporer opened discussion for the budget. He presented Council with a preliminary budget a few meetings ago. There was no need for a tax increase. Mr. Sporer also stated the sewer & water funds are now beginning to operate in the positive. The Borough shall expect an increase in health insurance costs; especially with the changes going on between Highmark and UPMC. Mr. Baughman requested that Mr. Sporer put together a spreadsheet of the administrative office's wages; their total wages and how those wages are broken down over the different accounts. Council would like to see that spreadsheet before further discussing raises for the Administrative

Office and Mr. Sporer. Ms. Turner questioned if this preliminary budget allows room for new personnel in the Police Department? Chief Carlson stated he needs to work with Mr. Sporer on the Police budget. Mr. Sporer stated he budgeted for 202 patrol hours a week. Chief stated he has received complaints from residents in regards to there being no police coverage on the weekends. Mayor Minnick suggested placing it on the ballot and having the residences vote on the police department and the coverage. Mayor stated he suggested having the Lieutenants working on the weekends with the part – time officers, but the Lieutenants did not want to work on the weekends; therefore, no weekend coverage.

- E. Zoning Officer:
  - 1. Officer Deeter presented Council with a new, proposed ordinance, which would prohibit residents from throwing or depositing debris such as grass clippings, dirt, snow, and leaves, etc. onto the Borough's roadways or alleys. Mr. Spaid expressed two (2) concerns over such as ordinance. One being the amount of rural/agricultural area in the Borough and it may be difficult to justify or enforce such an ordinance. The other concern being that it may not be enforced due to the Police Department's workload. Officer Deeter stated those plowing & pushing snow onto the roadways causes a driving hazard.
- F. CDBG Administrator:
  - 1. No report.
- G. Solicitor:
  - 1. Mr. Spaid stated he may not be able to attend the November 16, 2011 Council meeting.

**IX. COUNCIL REPORT**

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

- A. James Whitley expressed concern over the speed limits on Cherrytree Road. Mr. Whitley lives on Cherrytree Road and stated traffic is traveling at a high rate of speed. He also questioned if there could be "Watch Children" and "Bus Stop" signs placed up as well? Mr. Whitley also stated the substation out there makes a lot of noise. Mr. Sporer stated he will have to talk to Dick Phillips about the substation and he has spoken to Lt. Ashbaugh and Mr. Phillips about the speed limits and signs.
- B. John Kernic stated he believes that Mr. Sporer has brought organization and stability to the Borough. He also had a question on what Berkheimer has been brought in to do? Mr. Spaid stated Berkheimer will now service as the local tax collectors for the entire county and school districts in the county.
- C. John Dumbleton stated he believes Mr. Sporer should be given the requested raise.
- D. Tom Karns had a question on the AED machine for the R.G.V.F.D. Mr. Sporer stated he will speak with Ms. Peterson and they will contact him.

**XI. APPROVAL OF MINUTES**

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the minutes of the October 19, 2011 Council Meeting. Motion carried unanimously.

**XII. FINANCIAL REPORTS**

- A. Motion by Robert Resinger, 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**

- A. Office Deeter stated there is a Zoning Hearing scheduled for November 3, 2011, at 7:30 PM, for a home occupation.

**XVII. EXECUTIVE SESSION**

Council recessed at 7:55 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 8:35 pm.

**XVIII. NEW BUSINESS (Con't)**

**XIX. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:36 pm.

Joseph M. Sporer, Borough Manager

Linda Turner, Council President