

**BOROUGH OF SUGARCREEK
COUNCIL MEETING MINUTES**

October 17, 2018

I. WELCOME AND INTRODUCTIONS

Council President Bogan Goughler 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 Goughler 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 John McClelland, James Speth, Howard Barger, Bogan Goughler and Larry Baughman. Mayor Charles McDaniel was excused. Also present were Lt. Ryan Ashbaugh and Borough Solicitor Brian Spaid.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

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

A. Linda Turner was pleased to see that the Borough advertised to fill the Police Chief position. Ms. Turner questioned why the Borough hired a new Maintenance worker when there is no money to hire a Police Chief this year. As well as why the new Maintenance worker was hired now to replace someone who is retiring next year. Mr. Goughler said the new Maintenance hire will need time to be trained and learn the job. Ms. Turner also questioned if Klapec purchased the former K – Mart building and why she never saw the purchase go through and how much the Borough received for the sale. Mr. Sporer said it was advertised in the paper. Ms. Turner said neither her nor the person who called her about it saw it in the paper. Mr. Spaid recommended telling that person to call the Borough and speak with Mr. Sporer since he is the Borough Manager and he has the information on the sale.

VIII. COMMISSION/COMMITTEE REPORTS

A. Planning Commission
1. No report.

IX. STAFF REPORTS

A. Maintenance Foreman:
1. Mr. Sporer presented Council with a quote for a new Caterpillar loader. The Borough's current loader is over 13 years old and is worth approximately \$18,500.00. There has been mechanical issues with it and the last time it was serviced, it cost \$3,000.00. Mr. Sporer said the loader would be purchased through COSTARS. The COSTARS selling price is \$152,932.00, the dealership will give the Borough \$18,500.00 for the trade – in of the current loader, leaving a final cost of \$134,432.00. Mr. Sporer said there is a remaining balance of \$57,000 in Liquid Fuels and the remaining \$77,000 could be taken out of the Reserve Account. Mr. Sporer did not recommend the Borough finance the loader and wanted Council to consider the purchase, not necessarily make a motion at this meeting. Mr. Speth questioned what jobs or how often does the Maintenance Department use the loader. Mr. Sporer said this is a main piece of equipment that gets used daily. Mr. Speth questioned what is the typical lifespan of a loader. Mr. Sporer estimated about 15 years. Mr. Sporer said it would take about 60 – days to get the new loader.
2. Motion by John McClelland, being duly seconded by Larry Baughman to purchase the Caterpillar loader, as recommended by the Maintenance Department and in accordance with the payment terms as recommended by the Borough Manager. Motion carried unanimously.

- B. Police Chief:
 - 1. Lt. Ashbaugh presented Council with a written report. He also reminded Council and the public of the upcoming Food Drive on Saturday, Oct. 20, 2018, at Wal – Mart. Trick – or – Treat hours are scheduled for Wed., Oct. 31, from 6:00 PM – 8:00 PM and anyone from Council is welcome to help hand out candy in the Police Department. Lt. Ashbaugh also presented Council with a proposed 2019 Police Budget. Mr. Goughler questioned what the schedule was for Halloween night. Lt. Ashbaugh said he will be working, as well as the other normally scheduled officers.
- C. Administrator/Special Projects:
 - 1. Mr. Sporer presented Council with a copy of a letter he received from Mike Garbacz, Fire Chief for Reno V.F.D. Mr. Sporer also updated Council with the vacant lot on Lamberton Street, formerly known as 211 Lamberton. It is now listed as Venango County Tax ID Number 28,013.-067..-000. The property was assessed for \$1,500.00 and the Borough was offered \$1,500.00 to purchase by a neighboring property owner. According to Borough Code, the Borough can sell property at or below \$1,500.00 without having to advertise and bid out the sale. Mr. Sporer also presented Council with a proposed 2019 Budget and met with Lt. Ashbaugh concerning his proposed budget. Mr. Sporer said he does not anticipate a tax increase and asked Council to review both budgets & ask any questions or give any input as soon as possible, due to the fact that there are only four (4) Council meetings left for the year.
 - 2. Motion by Larry Baughman, being duly seconded by Howard Barger to approve Resolution No. 3 of 2018, which approves the sale of Venango County Tax ID Number 28,013.-067..-000 to Lois J. Davis, for \$1,500.00. Motion carried unanimously.
- D. Zoning Officer:
 - 1. Mr. Sporer said there are two (2) Zoning Hearing Board hearings scheduled and they have been advertised.
- E. CDBG Administrator
 - 1. Mr. Sporer updated Council on the increase in the Administration Funds for 2018 CDBG funding. The Borough previously allotted 10% of the funds each year for the Administration fees. The Borough has agreed to increase the Administration fees to 18% for the 2018 application. Mr. Sporer said he is very pleased with the job the County has been doing in administering the Borough's CDBG funds.
 - 2. Motion by John McClelland, being duly seconded by James Speth to approve the Cooperation Agreement between the Borough and the County regarding the administration of the FFY 2018 Community Development Block Grant. Motion carried unanimously.
- F. Solicitor:
 - 1. No report.

X. COUNCIL REPORT

XI. APPROVAL OF MINUTES

- A. Motion by Larry Baughman, being duly seconded by James Speth to approve the minutes of the October 3, 2018 Council Meeting. Motion carried unanimously.

XII. FINANCIAL REPORTS

- A. Motion by John McClelland, being duly seconded by Howard Barger 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 7:22 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 7:57 pm.

XVIII. NEW BUSINESS CON'T.

A. Motion by Howard Barger, being duly seconded by Larry Baughman to approve the payment of \$4,910.00 to the Borough Manager for additional work that was provided by him from 2012 – 2016 in regards to the General Authority lawsuit. The amount will be paid from the Rocky Grove Sewer Account (65%) and the Sugarcreek Village Sewer Account (35%). Motion carried 4 – 0 – 1, with James Speth abstaining.

XIV. ADJOURNMENT

A. Motion by Larry Baughman, being duly seconded by Howard Barger to adjourn the meeting at 7:57 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

Bogan Goughler, Council President