

**BOROUGH OF SUGARCREEK
COUNCIL MEETING MINUTES**

November 19, 2014

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 Bogan Goughler, Howard Barger, John McClelland, Larry Baughman and Mayor Charles Minnick. Also present were Chief Carlson and Solicitor Brian Spaid. Bill Walker, Barbara Manski and Dick Phillips were absent.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. COMMISSION/COMMITTEE REPORTS

- A. Mr. Sporer stated the Planning Commission has a meeting scheduled on Wednesday, December 10, 2014, to discuss the upcoming UPMC building being proposed at Sugarcreek Station.

VIII. STAFF REPORTS

- A. Maintenance Foreman:
 - 1. No report.
- B. Police Chief:
 - 1. Motion by John McClelland, being duly seconded by Howard Barger to approve the Municipal Video/Audio Policy for the Municipal Building and surrounding area, as presented by Chief of Police. Motion carried unanimously.
- C. Administrator/Special Projects:
 - 1. Motion by Robert Resinger, being duly seconded by John McClelland to approve the change of the holidays for Maintenance and Admin., for the Christmas and New Year's holidays. Motion carried unanimously.
- D. Zoning Officer:
 - 1. No report.
- E. CDBG Administrator:
 - 1. Mr. Sporer reminded Council of the second CDBG meeting scheduled for Wednesday, December 3, 2014, at 5:30 PM.
- F. Solicitor:
 - 1. No report

IX. COUNCIL REPORT

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

- A. Mike Garbacz questioned if there will be any money set aside in the budget for the fire departments, since they do not qualify for CDBG funds. Mr. Sporer stated there is \$5,000.00 set aside for each department. Mr. Garbacz asked if the Borough could look into the Fire Insurance Escrow Act 93, in which the insurance money from a house fire would be escrowed until the house is repaired or demolished. He stated the City of Franklin and Oil City and Cornplanter Township have adopted this. Mr. Spaid and Mr. Sporer stated the Borough adopted this as well.
- B. Jan Bowen stated she is awaiting a response from Council in regards to what she discussed at the previous Council meeting. Mr. Goughler stated it is a civil matter and Mrs. Bowen should contact her attorney in regards to this matter. Mrs. Bowen stated it is not a civil issue and the neighbor's garbage bin and the fence is a zoning violation. Mr. Goughler once again stated the Council will not address this issue. Mrs. Bowen questioned who is in charge of the Zoning Department. Mr. Sporer stated he is in charge

of the Zoning Department and there is no zoning violation and she should contact her attorney. Mrs. Bowen questioned if she could view the zoning certificates and/or permits issued for her neighbor. Mr. Sporer stated she will need to fill out a right – to – know request to view such documents.

XI. APPROVAL OF MINUTES

A. Motion by John McClelland, being duly seconded by Howard Barger to approve the minutes of the November 5, 2014 Council Meeting. Motion carried unanimously.

XII. FINANCIAL REPORTS

A. Motion by Larry Baughman, 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

XVII. EXECUTIVE SESSION

Council recessed at 7:12 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 8:20 pm.

XVIII. NEW BUSINESS (Con't)

A. Motion by Larry Baughman, being duly seconded by Robert Resinger to approve Joseph Sporer, Borough Manager, to be appointed to the litigation and mediation committee for the purpose to settle any pending legislation with the City of Franklin and to report any terms or conditions with the City to the Borough Council for Council approval. Motion carried unanimously.

XIX. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 8:20 pm.

Joseph M. Sporer, Borough Manager

Bogan Goughler, Council President