

**BOROUGH OF SUGARCREEK
COUNCIL MEETING MINUTES**

February 1, 2023

I. WELCOME AND INTRODUCTIONS

Council President James Speth 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 Speth 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 Larry Baughman, Alan Heller, Bogan Goughler, Matthew Carlson, James Speth and Mayor Charles McDaniel. Also, present were Maintenance Foreman Doug Freer, Chief Bob Wenner and Attorney Brian Spaid.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. PUBLIC PARTICIPATION (limited to 3 minutes each)

A. No Public Participation

VIII. STAFF REPORTS

A. Maintenance Foreman:

1. Mr. Freer updated Council that the foot bridge in Reno has been removed. The new guardrail along Rocky Grove Ave./Rt. 417, near Village Auto, has been installed. Mr. Freer also presented Council with the quotes he has received for a new 2025 truck. He received two (2) quotes; one for approximately \$240,000 and the other for approximately \$254,000. Mr. Freer recommended purchasing the truck quoted for \$254,000 from Stephenson Equipment. He said that truck has the necessary upgrades the Maintenance Dept. would need. The Borough has bought all their trucks from Stephenson Equipment and they are located closer for any parts and/or servicing. Mr. Freer also said he is recommending getting the approval to purchase this truck now, as the turnaround time is currently two (2) years. This new truck will be replacing a truck that will be nearly 24 years – old. Mr. Sporer said he has spoken with Mr. Freer and agrees with his recommendation. He also said this will be part of the 2024 Budget and the Borough may receive the truck in Oct. 2024, at the earliest or sometime in 2025, at the latest. Mr. McDaniel asked if the Borough would lock in this price if they agree to purchase it now. Mr. Sporer said it may go up a couple of thousand dollars, but should not be anything significant. He also said that Mr. Freer could not even get a quote from Peterbilt or Freightliner. He said the Borough will be saving around \$45,000 - \$50,000 on the truck price, going through COSTARS. Mr. Sporer said he recommends getting the process started now, in order to get a new truck sooner rather than later. He fears a truck would go down and then the Borough would have issues plowing Borough roads. Mr. Speth asked if the other truck will last until the new one arrives. Mr. Freer said it has to last. Mr. Sporer said the Borough is currently able to get 20 – 25 years out of trucks and equipment due to how the Maintenance Department takes care of them. Mr. Speth asked if the Borough could put a down payment down to lock in the quoted price. Mr. Sporer said things have changed and you can only get a spot in line for the truck.

- a. Motion by Matthew Carlson, being duly seconded by Bogan Goughler to approve the purchase of the 2025 Mack Truck, from Stephenson Equipment, as presented by the Maintenance Foreman. Motion carried unanimously.

B. Police Chief:

1. Chief Wenner said the new cruiser will be delivered by the end of February. He also presented Council with a memo regarding the speed limit signs. Chief said for the new signs along Seysler Road, he would recommend four (4) – 35 MPH signs at \$150.00/each, for a total of \$600.00. He would recommend three (3) – 35 MPH signs on

Cherrytree Road, for a total of \$450.00. And six (6) – 35 or 45 MPH signs along Keely Road, which would total \$900.00. The Maintenance Department would install the signs. Mr. Baughman asked Chief if this is his recommendation for the roads. Chief said it is up to Council, but he would recommend having a speed limit set and posted. Mr. Spaid said he can update the ordinance and do all three (3) roads in the same ordinance. Mr. Speth asked where the money could be taken from to purchase the signs. Mr. Sporer said it would come from the General Fund. Mr. Goughler asked if the new signs and speed limit along Shaffer Run Road are ready to go. Chief said they are in the final draft and have purchased the signs.

a. Motion by Alan Heller, being duly seconded by Larry Baughman to approve the new speed limits and purchase the new speed limit signs, as recommended by the Police Chief and update the ordinance accordingly. Motion carried unanimously.

2. Chief also requested Council to approve the purchase of air cards for the three (3) computers in the cruisers. These would allow the computers in the cruisers to connect to the internet. The cost is \$39.99/month/card, for a monthly total of \$119.97/month for all three (3) computers. The total cost for 24 months would total \$2,879.28 for the three (3) computers. Chief also updated Council that the department has been doing more night patrols and are working on moving shifts around.

a. Motion by Alan Heller, being duly seconded by Bogan Goughler to approve the purchase of the air cards for the new computers, as requested by the Police Chief. Motion carried unanimously.

C. Administrator/Special Projects:

1. Mr. Sporer introduced Rucha Shah, engineer at Arcadis, to Council. Ms. Shah presented Council with her background and she has stepped up since Chris Sporer's passing.

2. Mr. Sporer said the 2021 audit has been completed. And the Borough has received the cost for the 2022 audit, which would not exceed \$5,000. The 2021 audit cost \$4,600. Mr. Sporer also presented Council with the 2023 cost for the Borough's Worker's Compensation and Property & Casualty insurance. The new cost for 2023 is \$100,447; up 5% from 2022. Mr. Sporer said he anticipated a 7% increase. Mr. Sporer updated and presented Council with both lists from Reno and Rocky Grove V.F.D., for the volunteers eligible for the Act 172 tax credit. He said only three listed on the Rocky Grove list were not eligible. Mr. Sporer said he is continuing to research the Christmas decorations which were suggested by Mr. Heller. Mr. Sporer said that Mr. Freer is waiting for a callback from Penelec about some questions. Mr. Spaid questioned if the increase in the insurances was due to claims or just cost. Mr. Sporer said the Borough has not had any claims and it is just a cost increase.

a. Motion by Bogan Goughler, being duly seconded by Alan Heller to authorize May and Company to perform the Borough's Annual Audit for year ended December 31, 2022, not to exceed \$5,000.00 and to be issued no later than June 30, 2023. Motion carried unanimously.

b. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve payment to Rossbacher Insurance Group to provide Sugarcreek Borough's 2023 Worker's Compensation and Property & Casualty Insurance at an annual cost of \$100,447.00. Motion carried unanimously.

c. Motion by Bogan Goughler, being duly seconded by James Speth to approve the 2022 Rocky Grove V.F.D. and Reno V.F.D. roster list for those volunteers eligible for the tax credit under Act 172. A roll call was taken. Mr. Carlson, Mr. Goughler and Mr. Speth voted in favor of the motion. Mr. Heller and Mr. Baughman abstained from the vote. Motion carried.

D. Zoning Officer:

1. Mr. Sporer said Council received a memo from the Zoning Officer regarding an upcoming Zoning Hearing Board meeting on Feb. 23, 2023, at 6:00 PM. The purpose of the meeting is to discuss an appeal for a variance which would allow a bakery in a residential district. The property in question is 1881 Allegheny Blvd., Reno; the former Mong's Dairy building. Mr. Baughman asked who the current owner is. Mr. Sporer said he does not know who the owner is, but it is not the owner who is requesting the appeal.

E. Solicitor:

1. Mr. Spaid said he received the information from Chief Wenner to update the ordinance for the new speed limit along Shaffer Run Road. He will have it ready for approval at the March Council meeting. Mr. Spaid also updated Council on the status of the Zoning Ordinance. He said he and Chuck Gibbons, from the City of Franklin, are starting the process of going through it and will be in discussion with Mr. Sporer and Mr. Moyer. He wanted Council to know that it may not be done this year and it is a very tedious process, especially since the Borough's current Zoning Ordinance is from 1969. Mr. Spaid wanted to reiterate that there will be no changes to the Zoning Map and districts in this update.

IX. COUNCIL REPORT

- A. Alan Heller wanted to thank the Maintenance Department for putting up the signs along Cherrytree Road and the work that they have done on the roads.
- B. Mayor McDaniel also wanted to thank the Maintenance Department for the work they have been doing on the roads and he has heard nothing but good things. Mayor McDaniel said there has been seven (7) applications received for Fire Police, for Reno V.F.D. He also said he will have to meet with Chief McClintock, Reno V.F.D., about the applicants. Mayor said he is asking for approval from Council, for the applicants. Mr. Carlson stated that there were no backgrounds done. Mayor said that Chief McClintock would do the background checks. Mr. Carlson and Mr. Goughler requested more information before approving the applicants. Mr. Baughman and Mr. Heller said it is the fire departments' responsibility to have the background checks done before presenting the applications. Mr. Spaid said Council could table the motion until more information is received or Council could approve the list, subject to the background checks. Mr. Spaid recommends waiting for the background check to come back, to avoid making someone's name public record if there is an issue with their background check. Mayor said he not sure if the background checks have been completed. Chief said he is unable to approve any background checks, outside of criminal backgrounds or for employees. Mr. Heller asked why does the Borough have to approve the applicants if the fire departments and their boards approve them. Mr. Spaid said it is due to the fact that they have to go on the Borough's Worker's Compensation insurance. Mayor said he will follow – up with Reno's V.F.D.'s Chief. Mr. Spaid said he would recommend Chief McClintock present a list for Council to approve.
- C. Mr. Speth also wanted to thank the Maintenance Department for the good work they have been doing.

X. APPROVAL OF MINUTES

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the minutes of the Jan. 4, 2023 Council Meeting. Motion carried unanimously.

XI. FINANCIAL REPORTS

- A. Motion by Matthew Carlson, being duly seconded by Larry Baughman to approve the payment of bills/issuance of checks as presented by the Treasurer. Motion carried unanimously.

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. CORRESPONDENCE

XV. BOARD OF APPEALS

XVI. EXECUTIVE SESSION

Council recessed at 7:44 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 8:28 pm.

XVII. NEW BUSINESS CON'T.

- A. Motion by Larry Baughman, being duly seconded by Matthew Carlson to approve the sale of 103 Second Street, Reno, PA to Ed and Sharon Conn, in the amount of \$1,500.00. Motion carried unanimously.

XVIII. ADJOURNMENT

- A. Motion by Larry Baughman, being duly seconded by James Speth to adjourn the meeting at 8:30 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

James Speth, Council President