

**BOROUGH OF SUGARCREEK
COUNCIL MEETING MINUTES**

February 2, 2022

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 Borough Solicitor Brian Spaid, Chief Bob Wenner and Maintenance Foreman Doug Freer.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. PUBLIC PARTICIPATION (limited to 3 minutes each)

- A. Mike Dulaney, Venango County Commissioner, wanted to update Council that the County is looking to develop a Structure Bank, which will give municipalities more options when it comes to upgrading and maintaining infrastructure. Mr. Dulaney said he will notify the Borough once more information is available.

VIII. COMMISSION/COMMITTEE REPORTS

- A. Planning Commission
1. No report.

IX. STAFF REPORTS

- A. Maintenance Foreman:
1. Mr. Freer said things are going well and they are just waiting on more salt to be delivered. Mayor McDaniel said he has received nothing but compliments from residents in regards to the job the Maintenance Dept. has been doing this winter with plowing and salting.
- B. Police Chief:
1. Chief Wenner wanted to also thank the Maintenance Dept. for helping the Police Dept with their vehicles and they are an easy crew to work with. Chief said himself and Officer Johnson will be attending a two – day training in Erie, which will enable the department to develop a training program for new officer hires. Chief updated Council on a handicap parking request he received from a resident on Fern Avenue. He stated the resident recently had surgery and cannot go up and down stairs. Chief went over to the area and inspected it. He does not believe the street is congested enough that it would cause an issue for the resident to park in front of her house. And it should not present a traffic hazard either. Chief said he will not be posting a handicap sign at this time. Chief also said he has scheduled testing for the new applicants. It is scheduled for Feb. 10, 2022, at 10:00 am. He also said that SPK Engineering will be attending the March Council meeting to present Council with information regarding the Rt. 8 sidewalk, crosswalks and traffic lights. Mr. Dulaney said the County will be responsible for the maintenance of the sidewalk. Mr. Spaid requested that Mr. Dulaney and/or another County Commissioner(s) attend next month's meeting. Mr. Sporer said this is a PennDOT project that has been in the works for 8 years and there was an agreement between PennDOT and the prior County Commissioners stating the County would be responsible for the maintenance of the sidewalk. Mr. Spaid recommended the Borough develop a new agreement with the County stating what the County would be responsible for and the Borough's responsibility for the lights. He said County Commissioners change over time and it's in the Borough's best interest to have a

written agreement. Mr. Dulaney said he has a meeting scheduled with the County's Solicitor the following day and will discuss this with him.

C. Administrator/Special Projects:

1. Motion by Matthew Carlson, being duly seconded by Bogan Goughler to authorize May and Company to perform the Borough's Annual Audit for year ended December 31, 2021, not to exceed \$4,600.00 and to be issued no later than June 30, 2022. Motion carried unanimously.
2. Motion by Alan Heller, being duly seconded by Bogan Goughler to approve the 2021 Rocky Grove V.F.D. and Reno V.F.D. roster list for those volunteers eligible for the tax credit under Act 172. Larry Baughman abstained. Motion carried.
3. Motion by Larry Baughman, being duly seconded by Bogan Goughler to authorize Arcadis U.S., Inc. to design, permit, and prepare the bidding documents for replacement of a culvert pipe across Shaffer Run Road near Reno, PA. Motion carried unanimously.

D. Zoning Officer:

1. Mr. Sporer said the Zoning Dept. is slow this time of year.

E. Solicitor:

1. Mr. Spaid informed Council that he will be attending the PELRAS labor law seminar in State College, PA, on March 17 – 18, 2022. As it has been done in the past, the cost of the seminar will be split between the Borough and the City of Franklin.

X. COUNCIL REPORT

- A. Alan Heller wanted to add that the Maintenance Dept. has been doing a good job on the roads.
- B. James Speth said he continues to receive positive feedback on the visibility of the Police Department and the job the Maintenance Dept. has been doing.
- C. Bogan Goughler wanted to echo the same sentiments about the Police and Maintenance Departments.
- D. Matt Carlson stated he has received (3) three calls in regards to the sewer rate increase. He stated the residents were upset that they were not notified of the rate increase. Mr. Sporer said it was advertised and in the newspaper. Mr. Carlson requested to have the information for the increase in the newspaper if they call to do an article.

XI. APPROVAL OF MINUTES

- A. Motion by Bogan Goughler, being duly seconded by Larry Baughman to approve the minutes of the January 5, 2022 Council Meeting. 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. Larry Baughman made a request that the Borough consider donating \$5,000 to each Rocky Grove V.F.D. and Reno V.F.D. for the purchase of medical equipment, at the March Council meeting. He stated Reno V.F.D. presented a request for an AED device and equipment. But, has not received a request from Rocky Grove V.F.D. Mayor McDaniel asked if the departments have this equipment already. Mr. Baughman stated they do already have these, but they need upgraded. Mr. Baughman said the Borough could approve the donations pending Rocky Grove V.F.D.'s request submission. Mr. Spaid questioned which account this donation would come out of. Mr. Sporer said there is a carryover line item in the budget that could be used for these requests.
- B. Motion by Larry Baughman, being duly seconded by Matthew Carlson to approve the request of \$5,000 each from Reno V.F.D. and Rocky Grove V.F.D. for medical equipment upgrades. Reno V.F.D. will receive their donation now and Rocky Grove V.F.D. will receive theirs once their request is submitted. Motion carried unanimously.

XV. CORRESPONDENCE

XVI. BOARD OF APPEALS

XVII. EXECUTIVE SESSION

Council recessed at 7:27 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 8:37 pm.

XVIII. NEW BUSINESS CON'T.

1. Motion by Matthew Carlson, being duly seconded by Alan Heller to approve the hiring of Stacy Baker as the Billing Clerk, a full – time position, at a starting wage of \$11.00/hour and pending clearances. Motion carried unanimously.

XIX. ADJOURNMENT

1. Motion by Larry Baughman, being duly seconded by Bogan Goughler to adjourn the meeting at 8:37 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

James Speth, Council President