

**BOROUGH OF SUGARCREEK
COUNCIL MEETING MINUTES**

March 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. Dan Marvin, Reno V.F.D., wanted to thank the Maintenance Department for keeping the roads in good shape. He also said the fire department has received a federal grant and they will be conducting more trainings and upgrading some equipment.

VIII. STAFF REPORTS

A. Maintenance Foreman:

1. Motion by Matt Carlson, being duly seconded by Alan Heller to advertise for bids on road maintenance materials and equipment, including but not limited to antiskid, aggregates and pipe. Motion carried unanimously.
2. Bogan Goughler said he was approached by a resident in Reno requesting a guardrail installed where the footbridge was removed. Mr. Freer said he will look into it.

B. Police Chief:

1. Chief Wenner presented Council with an estimate to install security cameras at the Front Street Playground. Chief said the cameras would cover the playground, equipment, basketball court and pavilion. Chief said he spoke with the Rocky Grove Fire Department and a receiver may be placed at their building to transmit the signal from the cameras to the Borough. Chief also said that the video feed could be sent to his work phone during the overnight hours. Canadohta Security provided an estimate of \$4,840.00. Mr. Baughman asked if there has been a decrease in issues over the winter months. Mr. Sporer said he has not seen any additional damage or had complaints. Mr. Sporer said Council may discuss and consider the estimate, but the price given may only be valid for a certain length of time. Mr. Spaid recommended the Borough install signs stating the playground is under video surveillance.
 - a. Motion by Larry Baughman, being duly seconded by Matt Carlson to approve the purchase and installation of security cameras at the Front Street Playground, by Canadohta Security, at an estimated cost of \$4,840.00. Motion carried unanimously.
2. Chief also said the new vehicle is to be delivered on March 2, 2023. The department has been continuing different trainings and certifications. And they have been cycling and moving hours/shifts around. Mr. Heller asked if any part – time officers have been working. Chief stated they worked 23 ½ hours in February. They are not scheduled, but work when they are available. Mr. Heller asked if all the officers are working the same hours. Chief said not always and he is not running 2 full shifts yet. Mr. Carlson asked if there are any part – time officers that are not working. Chief said there is only one and he is not working because of an injury. Chief said he has received an application and has conducted an interview for another full – time officer.

- C. Administrator/Special Projects:
 - 1. Mr. Sporer informed Council that the Jewish Cemetery Association, in Pittsburgh, has made a \$1,000 contribution to the maintenance of the Mt. Zion Cemetery across from the Borough Building, which the Borough Maintenance Department has been mowing and maintaining.
 - 2. Motion by Larry Baughman, being duly seconded by Bogan Goughler to set the Borough Spring Clean – Up Day for Saturday, April 29, 2023, from 7:00 AM – 3:00 PM. Motion carried unanimously.
- D. Zoning Officer:
 - 1. Mr. Sporer updated Council that there was a Zoning Hearing Board meeting on Feb. 23, 2023 for a proposed bakery located in Reno, along Allegheny Blvd. He said the Zoning Hearing Board approved the request.
- E. Solicitor:
 - 1. Mr. Spaid said they have been working on the sale of the property located at 103 Second Street, in Reno. He said it should be completed within the next couple of days. Mr. Spaid also presented Council with the new speed limit ordinance for Shaffer Run Road. In the process of working on this ordinance, he has discovered that there are current speed limit or stop sign ordinances and several amendments done to those ordinances. He said with the Borough not having their ordinances codified, it makes it difficult to amend and/or enforce these ordinances. He said the Borough had begun the process and even paid a company to come and codify the ordinances several years ago, but the process was never completed and not followed up on. To make things easier for now, Mr. Spaid said he and his office are starting with a new speed limit ordinance. He would like Council, Mr. Sporer and Chief to review the first draft, ask questions, make any changes and they will draft the ordinance for approval.

IX. COUNCIL REPORT

X. APPROVAL OF MINUTES

- A. Motion by Bogan Goughler, being duly seconded by Alan Heller to approve the minutes of the Feb. 1, 2023 Council Meeting. Motion carried unanimously.

XI. 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.

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. CORRESPONDENCE

XV. BOARD OF APPEALS

XVI. EXECUTIVE SESSION

Council recessed at 7:25 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 8:12 pm.

XVII. NEW BUSINESS CON'T.

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the Venango County Land Bank to acquire the property located at 32 Baker Street and the Borough to exonerate the delinquent taxes and eventually acquire the property from the Land Bank. Motion carried unanimously.
- B. Motion by Larry Baughman, being duly seconded by James Speth to approve the fire police list as requested by the Reno V.F.D. Chief and to be sworn in by the Mayor at Reno V.F.D.'s monthly meeting. Motion carried unanimously.

XVIII. ADJOURNMENT

- A. Motion by Matt Carlson, being duly seconded by James Speth to adjourn the meeting at 8:15 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

James Speth, Council President