

BOROUGH OF SUGARCREEK COUNCIL MEETING MINUTES

March 3, 2021

I. WELCOME AND INTRODUCTIONS

Council President John McClelland 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 McClelland 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, John McClelland, Bogan Goughler, James Speth, Matt Carlson and Mayor Charles McDaniel. Also present were Borough Solicitor Brian Spaid and Chief Bob Wenner.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. EAGLE SCOUT RECOGNITION

A. Council President John McClelland and Mayor Charles McDaniel presented Jackson Donovan, a Borough Resident, a resolution honoring his achievement in attaining the rank of Eagle Scout on behalf of Sugarcreek Borough Council. Mr. McClelland congratulated Jackson for his diligence and hard work and it speaks to the character of Jackson. Mayor McDaniel said recognizing such achievements is one of the great honors of his job as Mayor. Brandy Donovan thanked Council for recognizing Jackson and inviting them to participate in such an event.

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

A. Ryan Hefferman presented the request on behalf of the Rocky Grove V.F.D. for their annual \$25,000 donation from the Borough. Mr. Hefferman also requests to have the fire hydrants inspected. He said the department has broken two (2) wrenches while attempting to open hydrants. Mr. Sporer said the fire departments will have to speak with the Maintenance Department to schedule, but he will also let them know. Mr. Sporer also said the hydrants were flushed approximately two (2) years ago. Mr. Hefferman said the fire departments do not have the capabilities to test the flow rates. Mr. Sporer said the Franklin Fire Department has the equipment and capabilities to test the flow rates.

B. Juliet Hilburn, Northern PA Regional College, presented information to the Council about what is available to those in Venango County. NRPC is a two – year college located in Warren, PA that serves 9 counties and have classrooms set up in each county. The Venango County classroom is located at the Vo – Tech and there is also a classroom for the nursing program at Pitt – Titusville. NRPC offers six (6) Associate Degrees Programs and all six programs can be completed in Venango County. They include Business Administration, Criminal Justice, Liberal Arts, Social Sciences, Early Childhood Education and Applied Technology with a focus on Industrial Maintenance and credentials to receive OSHA and First Aide Certification. If interested students live within the 9 serviced counties, they qualify for lower tuition rates. Tuition rates are approximately \$600 for a three (3) credit class, which most classes are three (3) credits. NRPC offers scholarships and financial aid. The application is available online and there is no application fee. The only prerequisite is a high school diploma or GED; no testing is required at the time of application. There are also options to only enroll in a select number of class(es) and not have to complete the degree program. Also, there is an option to attend a class thru an audit option, which means to attend the class, but not take any of the tests. That option is \$150.00 per class. NRPC also offers workforce education for a CDL, CVA, EMT and EMR certifications. A business may also hire NRPC to come to the business directly and offer trainings.

IX. COMMISSION/COMMITTEE REPORTS

A. Planning Commission
1. No report.

X. STAFF REPORTS

- A. Maintenance Foreman:
1. Mr. Sporer recommended scheduling the Spring Clean – Up Day for Saturday, April 24, 2021, from 7:00 AM – 3:00 PM.
 - a. Motion by Larry Baughman, being duly seconded by Bogan Goughler to schedule the Spring Clean – Up Day for Saturday, April 24, 2021, from 7:00 AM – 3:00 PM. Motion carried unanimously.
- B. Police Chief:
1. Chief Wenner said the department will begin the Aggressive Driving Program and it is now centralized through the County. Chief said Doug Baker, City of Franklin Mayor will be the liaison between the department and the County in coordinating the program.
- C. Administrator/Special Projects
1. Mr. Sporer presented Council with a request from the Cranberry Fast Pitch Softball Team for the use of the Front Street Ballfield, on Tuesdays, Wednesdays, Thursdays and Saturdays, from April 1 – November 1, 2021. Mr. Sporer said in the past, Council has requested that they work and schedule with the Little League. Mr. Baughman said the YMCA also uses the field for T – Ball and there was some overlap in times. He requested better communication between the leagues so everyone gets to use the field.
 - a. Motion by Matthew Carlson, being duly seconded by Larry Baughman to approve the request from the Cranberry Fast Pitch Softball Team to use the Front Street Ballfield, on the caveat that there is better communication and coordination between the leagues. Motion carried unanimously.
 2. Mr. Sporer updated Council on the Mount Zion Cemetery located across the street from the Borough Building. The Borough receives an annual donation from the Jewish Cemetery and Burial Association in Pittsburgh, for maintaining the cemetery. Mr. Sporer said he would like to use last year's and this year's donations (approx. \$360.00 per year), along with an additional \$2,000 donation thru a fund set up at PNC Bank to repair the columns at the entrance to the cemetery. He also said he has been in contact with a local contractor about an estimate and it should be less than \$3,000 to make the repairs. Mr. Carlson asked that the contractor be careful with the prayer stones placed on top of the columns.
 3. Mr. Sporer said the property located at 191 State Route 427 has been vacated, boarded up and "No Trespassing" signs have been placed on the house by the Maintenance and Police Departments. Mr. Sporer is requesting to advertise for bids on the property. He said the house will be sold "as – is" and all structures on the property must be removed within six (6) months of the purchase. The purchase price must be paid in full within 60 days of the awarded bid. He said sealed bids will be received until 4:00 PM on April 5, 2021, with a minimum bid of \$7,500. The bids will be opened and awarded at the April 7, 2021 Council meeting. Mr. Carlson asked if the house must be torn down. Mr. Sporer said the house is irreparable; there is black mold in the basement and drainage issues. Chief Wenner said the house is not inhabitable; there are numerous windows broken out and the backdoor consisted of a mattress and blankets stapled to the frame. Mr. Speth questioned if it would be zoned for either residential or commercial. Mr. Sporer said it is zoned for residential and there has been interest in the house for both a new house or a new garage.
 - a. Motion by Matthew Carlson, being duly seconded by James Speth to approve the advertisement to receive sealed bids for the purchase of the property located at 191 State Route 427. Motion carried unanimously.
- D. Zoning Officer:
1. Mr. Sporer presented Council with the Zoning permit totals. In 2019, the Borough issued 54 permits for an estimated construction cost of \$2,852,770. In 2020, the Borough issued 45 permits for an estimated construction cost of \$2,835,963. Mr. Sporer said there were three (3) major commercial projects done in 2020; Klapec Trucking, Liberty Electronics and Rural King. He also said there are three (3) new homes being constructed so far this year and it appears that it will be a busy year.
- E. Solicitor:
1. Mr. Spaid said he has the arbitrator's award for the Teamsters' Union (Police Dept.) contract and it is ready to be signed by the Borough.

XI. COUNCIL REPORT

- A. Mr. Baughman thanked Mr. McClelland for moving the meetings back to the Council Room.

XII. APPROVAL OF MINUTES

A. Motion by James Speth, being duly seconded by Bogan Goughler to approve the minutes of the February 3, 2021 Council Meeting. Motion carried unanimously.

XIII. 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.

XIV. OLD BUSINESS**XV. NEW BUSINESS****XVI. CORRESPONDENCE****XVII. BOARD OF APPEALS****XVIII. EXECUTIVE SESSION**

There was no Executive Session held.

XIX. ADJOURNMENT

A. Motion by Matthew Carlson, being duly seconded by Bogan Goughler to adjourn the meeting at 7:33 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

John McClelland, Council President