

BOROUGH OF SUGARCREEK COUNCIL MEETING MINUTES

June 3, 2026

*NOTE: A public meeting for CDBG funding was held prior to the meeting at 6:30 PM.

I. WELCOME AND INTRODUCTIONS

Council President Alan Heller 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)

Mayor Craig Westover led the Pledge of Allegiance.

III. MOMENT OF SILENCE

A moment of silence was observed. Mayor Craig Westover concluded the Moment of Silence with a prayer.

IV. ESTABLISHMENT OF QUORUM

Present at the meeting were Council members Alan Heller, Bogan Goughler, Larry Baughman, Matthew Carlson, John McClelland, and Mayor Craig Westover. Also, present were Maintenance Foreman Doug Freer, Chief Michael Goss, Attorneys Brian Spaid and Alex Spaid.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. PUBLIC PARTICIPATION (limited to 3 minutes each)

- A. Scott Kennedy thanked Council for approving the road closures for the block party tonight. He also thanked Terri Lowry and Dana Shawgo for supplying food and the grill. As well as R.G.V.F.D. Chief Servey for bringing over a fire truck. Mr. Kennedy asked if the road closures could be moved from 4:00 PM to 3:30 PM in order to give them time to set up.
- B. Suzanne O'Neil thanked the Maintenance Department for the road work done on Saltlick Drive and Phillips Drive. Ms. O'Neil asked if the clerical position was still open in the Police Department or has it been filled to allow the Chief and the other officers to be relieved of those duties and be out on the streets. Mayor Westover said there is still an opening. Mr. Speth said they will discuss if they need to advertise for the position again.
- C. Terri Lowry presented Council with a handout with information regarding an officer. Mr. Spaid said they will not discuss personnel matters in public. Ms. Lowry asked if Council is aware of her issue. Mr. Spaid said the Council will not answer questions regarding personnel matters.
- D. Bridget Baker asked Mr. Heller what he has done for Ward 5. Ms. Baker also asked how the speed limits are reinforced with the Chief doing administrative work. Mr. Heller said he is very proud of the Police Department that is coming in.
- E. Dick Rial asked about the Reno Playground. Mr. Speth said the Reno Playground has had the mulch replaced. Mr. Rial asked if the surveillance cameras are still operational at the Rocky Grove Playground. Chief Goss said they are. Mr. Rial said he was concerned about the numbers of kids hanging out at the playground at night. He said he does not want to see any equipment vandalized. Mr. Freer said they noticed a black border was broken. He said those will be repaired. Chief Goss said they are actively patrolling the playground area and if anyone sees anything to please call them.
- F. Brandon Stellitano asked to have something in writing stating that the Borough does not own the alleys in Reno. And if the street sign that says Wolbert Alley can be removed. Mr. Spaid said he will be able to provide something to them in regards to the ownership of the alleys.

VIII. VOLUNTEER FIRE DEPARTMENT(S)

- A. Dan Marvin, Reno V.F.D., updated Council on the calls since the last meeting. He said they have responded to 78 calls year – to – date and 11 since the previous meeting. Mr. Marvin said they are currently in the process of renewing the licenses for both ambulances. He also said they are the backup for Community Ambulance. The next dinner will be held on June 14, 2026. Reno V.F.D. has set the date for the annual car cruise. It will be held on Saturday, July 11, 2026. He said it is one of the department's biggest fundraisers.

- B. Mayor Westover swore in Austin Boucher and Robert Mercilott as Fire Police for Reno. V.F.D. Mr. Marvin also said that Mr. Boucher has completed his training and is now an interior fire fighter for the department.
- C. Rocky Grove V.F.D. Chief Servey presented Council with an update on the calls since the previous Council meeting. He said they have members that are continuing essentials and certifications. Mr. Servey also there were 22 students, along with some teacher that volunteered to help clean up around the fire station. He also reported the department has responded to 113 calls year to date. The department will continue to have bingo on Thursdays. There is an auction scheduled for June 13, 2026. And the Fireman's Fair will be held June 23 – 27, 2026.
- D. Jake Hellem, R.G.V.F.D., updated Council on the QRS inspection. He said the department passed and they are currently waiting to receive their license number from the State.

IX. STAFF REPORTS

- A. Maintenance Foreman:
 - 1. Mr. Freer said the country roads have been tarred and chipped. The pipe installation on Maple Street is continuing. They have started mowing as well. Mr. Freer said the Borough did not receive bids on the 2A limestone and sent out Requests for Quotes. IA Construction was the only quote received. The quote was for 500 tons of 2A limestone, at a cost of \$32.60 per ton, for a total cost of \$16,300, delivered to the Borough. Mr. Baughman asked if there has been a timeframe for the work to be completed on Maple Street. Mr. Freer said they were giving the City until July 4, 2026 to have the water line installed and then they have until October to have the street paved.
 - 2. Motion by Larry Baughman, being duly seconded by Matthew Carlson to approve the 2A Limestone quote as recommended by the Maintenance Foreman. Motion carried unanimously.
- B. Police Chief:
 - 1. Chief Goss presented Council with the department's monthly report. Chief said the department handled 56 incidents, issued 63 traffic citations and 42 traffic warnings. He also said he is looking into a new reporting system to help mainstream the reports the officers have to do. He is currently working with a grant writer on that and the grant is due by July 14, 2026, with a decision to be made in October. Chief said this new program will allow the departments in the area to share information with each other. Franklin PD and Oil City PD are going to this new reporting program as well he said.
 - 2. Chief updated Council on an accident with Car #1. When he was driving on 322, near Wyattville, a deer ran into the side of the vehicle. They are currently waiting to get estimates to repair the cruiser.
 - 3. Mayor Westover asked Chief to explain the criteria for the placement of the speed sign. Chief explained they place the speed sign in an area for a few weeks to alert drivers to their speed and then follow up that timeframe with speed enforcement. Chief said they are placing it around the Borough. He said they also need to place more speed lines around the Borough. Ms. Lowry said there are residents in the Borough screaming that cars are flying around the streets of the Borough. And she worries about kids outside during the summer. Chief said there are officers out patrolling and he will be placing the speed sign along several streets within the Borough. Ms. Baker said she has had people pass her near her house. Mayor Westover said when Chief Goss came on, he gave Chief the areas he felt needed the speed sign first, based on accidents and fatalities. The mayor said he knows speeding is an issue and wants to fix it. Mr. Servey said the department has also ordered more speed cones for when their emergency vehicles are out on calls, to get traffic to slow down.
- C. Administrator/Special Projects:
 - 1. Mr. Speth said the Borough received a letter from the Oil Region Joint Sewer Authority stating the Borough will need to designate a voting delegate. And it would need to be a member of Council.
 - a. Motion by Larry Baughman, being duly seconded by Matthew Carlson to name John McClelland the Borough's representative on the Oil Region Joint Sewer Authority. Motion carried, Mr. McClelland abstained.
 - 2. Mr. Speth said he was contacted by Rep. R. Lee James' office about a bridge dedication ceremony and if anyone from Council would like to speak at it, they are to contact his office.
 - 3. Mr. Speth asked Council for guidance on the Borough obtaining cyber security insurance. He said he has been in contact with Rossbacher Insurance and they would be able to get a quote together for the Borough.

4. Mr. Speth also updated that the Reno Playground has had the mulch replaced.
 5. Mr. Speth said he has figured the cost of the bench and concrete for out front of the Borough building, at approximately \$5,000. Mr. McClelland and Mr. Carlson recommend having something placed there. Mr. Speth does not recommend the bench at this time. Mr. McClelland wants to request tabling this until next month. Mr. Heller suggested looking into someone or business wanting to donate as a memorial for a bench.
 6. Motion by Larry Baughman, being duly seconded by John McClelland to approve Resolution No. 2 of 2026, which approves the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, as amended March 28, 2019. Motion carried unanimously.
 7. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the road closure of Kennerdell Street between Nesbit Street and Parker Avenue, on Sat., June 6, 2026, from 3:30 PM – 7:00 PM. Motion carried unanimously.
 - a. Mr. Carlson asked if there will be alcohol at the event. Mr. Kennedy said there will not be alcohol or dogs allowed.
 8. Motion by Matthew Carlson, being duly seconded by John McClelland to approve the feasibility study for the Front Street Sidewalk, pending the \$2,500 Greenways Grant approval through the Oil Region Alliance. Motion carried unanimously.
 - a. Mayor Westover said the total cost of the feasibility study is \$25,000 and the Borough would be responsible for 10% of that cost. This grant would cover the Borough's cost. Mr. Speth said he wanted it on record that the Maintenance Department would not and could not maintain the sidewalk.
- D. Zoning Officer:
1. Mr. Speth said Mr. Moyer has been handling high grass and trash complaints.
- E. Solicitor:
1. No report.

X. COUNCIL REPORT

XI. APPROVAL OF MINUTES

- A. Motion by John McClelland, being duly seconded by Bogan Goughler to approve the minutes of the May 6, 2026 Public Hearing and Council meetings. Motion carried unanimously.

XII. FINANCIAL REPORTS

- A. Motion by Larry Baughman, being duly seconded by Alan Heller 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 8:20 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 9:27 pm.

XVIII. NEW BUSINESS CON'T.

- A. Motion by John McClelland, being duly seconded by Matthew Carlson to approve the hire of Wesley Paxton as a provisional hire for full – time police officer, at first – year police officer wage rate. Motion carried unanimously.
- B. Motion by John McClelland, being duly seconded by Bogan Goughler to retitle the Police Clerk to Police Dispatcher/Confidential Clerk and advertise the position at \$16.00/hour. Motion carried unanimously.

XIX. ADJOURNMENT

- A. Motion by Bogan Goughler being duly seconded by Alan Heller to adjourn the meeting at 9:31 PM. Motion carried unanimously.

Jim Speth, Borough Manager

Alan Heller, Council President