

# BOROUGH OF SUGARCREEK COUNCIL MEETING MINUTES

September 2, 2015

## I. WELCOME AND INTRODUCTIONS

Council President Bogan Goughler 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 Goughler 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 Bogan Goughler, John McClelland, Larry Baughman and Robert Resinger. Mayor Charles Minnick and Council member Howard Barger were excused. Borough Solicitor Brian Spaid and Lt. Ryan Ashbaugh were also present. Bill Walker was not present.

## V. DISTRIBUTION OF AGENDA

## VI. COUNCIL CHANGES TO AGENDA

## VII. COMMISSION/COMMITTEE REPORTS

A. No report.

## VIII. STAFF REPORTS

A. Maintenance Foreman:

1. Mr. Sporer reported that Second Avenue has been paved and Shaffer Run Road has been seal coated. IA Construction paved Second Avenue and Frank Martuccio seal coated Shaffer Run Road. The Maintenance Department is currently paving Marshall Street, Wilson Street and McQuaid Street.

B. Police Chief:

1. Motion by John McClelland, being duly seconded by Larry Baughman to approve the hiring of Shawn Alden as the Crossing Guard for the Rocky Grove High School crossing, effective immediately. Motion carried unanimously.
2. Lt. Ashbaugh reported the past month has been very active and taxing on the department. Calls/reports have included arson, graffiti, rape and burglary.

C. Administrator/Special Projects:

1. Mr. Sporer discussed the 2016 County Liquid Fuels application with Council. Mr. Sporer, in agreement with Dick Phillips, recommends using the funds to pave Causeway Drive, from Sugarcreek Drive to Buttermilk Hill Road, in anticipation of the new UPMC facility. Mr. McClelland asked if the paving would be done by the Borough's Maintenance Department or bid out. Mr. Sporer stated it would be done by the Maintenance Department with the materials being paid for through Liquid Fuels.
2. Motion by Larry Baughman, being duly seconded by Robert Resinger to be resolved that Sugarcreek Borough, Venango County do hereby make application to the County for an allocation of County Liquid Fuels Tax Funds for the year 2016. Motion carried unanimously.
3. Motion by Larry Baughman, being duly seconded by Robert Resinger to set Sugarcreek Borough's Trick – or – Treat hours for Saturday, October 31, 2015, from 6:00 PM – 8:00 PM. Motion carried unanimously.
4. Motion by Larry Baughman, being duly seconded by Robert Resinger to approve the request to close the Administrative Office on Friday, October 2, 2015. Motion carried unanimously.
5. Motion by Larry Baughman, being duly seconded by Robert Resinger to approve the donation of \$200.00 to the Venango County Coon and Fox Club for use of the facility by the Police Department for the purpose of qualifying. Motion carried unanimously.

- D. Zoning Officer:
  - 1. No report.
- E. CDBG Administrator:
  - 1. Mr. Sporer stated the CDBG funds that were set aside for the demolition of 310 Rocky Grove Avenue have been approved for that use. The next step would be to formally bid out the project and have asbestos testing done. Mr. Sporer said he anticipated to have the building demolished by the middle of November.
  - 2. Mr. Sporer also updated Council on the upcoming changes to the CDBG program. He stated himself and Ms. Manski met with the County and the County will begin to administer the program, but the Borough will still have some control over the funds and how they will be spent.
- F. Solicitor:
  - 1. Mr. Spaid said he has spoken with Mayor Minnick since the last meeting and was updated on the Mayor's intentions. Mayor Minnick currently has his residence in the Borough for sale with a potential buyer and is purchasing a home in Florida. Once those transactions are completed, he will change his residency to Florida and will resign his post as Mayor. He is anticipating to resign at the October 7, 2015 meeting. After Mayor Minnick resigns, the Council will have thirty (30) days to appoint a new mayor. That person would fulfill the remainder of Mayor Minnick's term until 2018.

**IX. COUNCIL REPORT**

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

- A. Mike Garbacz said he had e – mailed Mr. Sporer a list of how the funds were spent that the Council gave to the Reno V.F.D. and the 2014 tax returns are available.
- B. Andrew Eckel wanted to thank Lt. Ashbaugh for aiding a pedestrian who was struck by a car on Liberty Street.
- C. Charles McDaniel asked what could be done for those speeding on Sugarcreek Drive, especially when the Wyattville Bridge will be closed next year. Lt. Ashbaugh stated a speed machine was placed in the area previously, but it is ultimately at the Chief's discretion. Mr. Baughman suggested Mr. McDaniel express his concerns to his Council representative, especially since there is a speed limit ordinance that has been tabled.

**XI. APPROVAL OF MINUTES**

- A. Motion by John McClelland, being duly seconded by Larry Baughman to approve the minutes of the August 19, 2015 Council Meeting. Motion carried unanimously.

**XII. FINANCIAL REPORTS**

- A. Motion by Robert Resinger, being duly seconded by Larry Baughman 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 7:17 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 8:17 pm.

**XVIII. NEW BUSINESS (Con't.)**

- A. Motion by Robert Resinger, being duly seconded by Larry Baughman to authorize Lt. Ashbaugh and Mr. Goughler to send a letter to Mark Johnson, giving Mr. Johnson until September 30, 2015 to complete the testing required by MOEPEC for employment as a part – time officer. Motion carried unanimously.
- B. Motion by John McClelland, being duly seconded by Robert Resinger to approve the ground for lease and industrial agreement between Sugarcreek Borough and Klapeck Trucking subject to final revisions made by the Borough Manager and Borough Solicitor and authorizing the appropriate Borough officials to execute the document. Motion carried unanimously.

**XIX. ADJOURNMENT**

There being no further business to discuss, the meeting was adjourned at 8:19 pm.

Joseph M. Sporer, Borough Manager

Bogan Goughler, Council President