

# **BOROUGH OF SUGARCREEK COUNCIL MEETING MINUTES**

**September 3, 2025**

**NOTE:** A public hearing was held prior to the regular Council meeting. The purpose of the hearing was to hear amendments to the zoning ordinance relative to solar energy systems.

## **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. Mr. Heller noted the meeting would be recorded by the newspaper reporter in attendance.

## **II. PLEDGE OF ALLEGIANCE (American Flag)**

Council President Heller 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 Alan Heller, John McClelland, Bogan Goughler, Larry Baughman, Howard Barger, and Mayor Matthew Carlson. Also, present were Maintenance Foreman Doug Freer, Chief Robert Wenner, James Speth, Attorneys Brian Spaid and Alex 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., updated Council since the last Council meeting. They have responded to 12 calls since the previous meeting and a total of 137 calls for the year. He also said there was a benefit dinner held for the Reno United Methodist Church, to help raise money for repair costs. Mr. Marvin also reported the next public dinner will be on September 7, 2025. He also said the equipment that had been purchased, has started to be delivered and they are working on getting it in service. Mr. Heller asked Mr. Marvin if he could address the letter the Borough received from the State Dept. of the Auditor General, in regards to the fire department's audit. Mr. Marvin said he spoke with Mr. Sporer and they have addressed the issues and submitted a resolution back to the State and they have not heard back yet, but believe everything is in order.

## **VIII. STAFF REPORTS**

### **A. Maintenance Foreman:**

1. Mr. Freer said IA Construction completed the paving project on Fox Street, Lamberton Street and Parker Avenue. They have also been working on cleaning ditches, sweeping the excess gravel off the seal coated roads, putting gravel down on the dirt roads and all the signs for the ATV roads have been placed up. Mr. Baughman asked if Mr. Freer knew if only the one lane of Front Street was going to be paved. Mr. Freer said he believed so and they have some patch work left to do. Mr. Baughman asked if the crosswalk markings could be painted. Mr. Freer said he anticipates within the next week or two they could be done.

### **B. Police Chief:**

1. Chief Wenner gave Council the department's new schedule for the month. He also presented Council with the estimate for car #3, which was totaled by the insurance company. Mr. Heller asked who did the estimate. Chief said it was the adjuster from Traveler's Insurance. And it was consistent with what Mr. Lowry told him when it was towed to Lowry's Auto Body. He said they will be able to salvage some items from the totaled vehicle.
  - a. Motion by Larry Baughman, being duly seconded by Bogan Goughler to accept the estimate for Car #3, which was involved in an accident and is considered a total loss, for \$8,378.50, after the deductible. Motion carried unanimously.
2. Chief then presented Council with an invoice for a 2025 Ford Police Explorer, to replace Car #3. Chief said this vehicle is currently on the lot and the price includes the upfit.

Chief also said if Council voted at the meeting to approve the purchase, they would not have the vehicle until December. And would not be billed until 2026, since this purchase was not a 2025 budgeted item. Mr. Heller asked what vehicles the department currently had. Chief said there is his vehicle, which is a 2022, with approximately 40,000 miles. There is also a 2020 vehicle with approximately 68,000 miles. And a 2017 with approximately 120,000 miles. Chief said the fourth vehicle will help with rotating the vehicles and there are times the officers have to double – up in a vehicle with how the shifts overlap. Mr. Baughman asked if it will be a part of the 2026 budget. Mr. Sporer agreed. Mr. Heller asked about the status of the LSA grant. Chief said they are working on it and it has to be submitted by November, but will not hear anything on it until next year. Mr. Goughler asked if he has looked on Municibid. Chief said he has not looked on Municibid and car #3 was purchased off of Municibid. Mr. Heller recommended waiting for the LSA grant. Mayor Carlson said this is the best time to get this vehicle, since they are getting \$8,378.50 from Car #3 and that can be used towards the new cruiser. Mr. Spaid said the money received from Car #3 will go into the General Fund and be reflected in the 2025 budget. The full amount of the new cruiser would be reflected in the 2026 budget. Chief said the cost of the new cruiser is similar to the cost of the radios that were purchased this past year. Mr. Heller recommended tabling the motion.

- a. Motion by John McClelland, being duly seconded by Larry Baughman to place an order for a new police vehicle to be delivered in December 2025 and billed for January 2026, in the amount of \$60,925.00. A roll call was taken. Mr. Barger, Mr. Goughler, and Mr. Heller opposed the motion. Mr. McClelland and Mr. Baughman voted in favor of the motion. The motion failed.

C. Administrator/Special Projects:

1. Motion by Bogan Goughler, being duly seconded by Alan Heller to approve Resolution No. 3 of 2025, which is the Venango County 2025 Hazard Mitigation Plan update. Motion carried unanimously.
2. Motion by Larry Baughman, being duly seconded by Bogan Goughler to set the Trick – or – Treat hours for Sugarcreek Borough, on Friday, Oct. 31, 2025, from 6:00 – 8:00 PM. Motion carried unanimously.

D. Zoning Officer:

1. Mayor Carlson said he has been receiving complaints about the dust coming from Schiffer's Sand & Gravel pit along 322. Mr. Spaid said their conditional use permit expires at the end of the year. And Mr. Moyer has contacted them about scheduling a hearing for the renewal, most likely in November. Mr. Spaid said such an issue could be discussed at that time.
2. Motion by Larry Baughman, being duly seconded by John McClelland to adopt Ordinance No. 304 of 2025, which amends the zoning ordinance to provide for the regulation of solar energy systems. Motion carried unanimously.
3. Mr. Spaid addressed the public in regards to the solar energy systems ordinance and public hearing. Mr. Spaid said this ordinance gives the Borough regulations in regards to solar energy systems. The Borough received comments from the Venango County Planning Commission in regards to the ordinance. Mr. Spaid and Mr. Moyer will work on the amendments to the ordinance and will schedule another public hearing for November or December.

E. Solicitor:

1. No report.

**IX. COUNCIL REPORT**

- A. Larry Baughman said he had noticed the property on Nesbit Street, which was the subject of complaints and concerns at the previous meeting, was cleared and mowed by a neighbor and Mr. Baughman wanted to thank him for taking the initiative.
- B. Howard Barger said there was a concern brought to him about vehicles parking on the street, at the end of Causeway Drive. Chief Wenner said he can follow up with that.

**X. APPROVAL OF MINUTES**

- A. Motion by Bogan Goughler, being duly seconded by Alan Heller to approve the minutes of the August 6, 2025 meeting. Motion carried unanimously.

**XI. FINANCIAL REPORTS**

- A. Motion by John McClelland, being duly seconded by Larry Baughman 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 7:28 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 7:50 pm.

**XVII. ADJOURNMENT**

- A. Motion by Bogan Goughler being duly seconded by John McClelland to adjourn the meeting at 7:51 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

Alan Heller, Council President