

**BOROUGH OF SUGARCREEK  
COUNCIL MEETING MINUTES**

September 6, 2017

**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, Howard Barger, John McClelland, Larry Baughman, Robert Resinger and Mayor Jeffrey MacKenzie. Also present were Borough Solicitor Brian Spaid and Chief Carlson.

**V. DISTRIBUTION OF AGENDA**

**VI. COUNCIL CHANGES TO AGENDA**

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

- A. Faye Baughman stated she paid her taxes at the Tax Collector's office and there was a sign about return check fees. Ms. Baughman said she told Ms. Rial, the Tax Collector, the return check fees should be higher. Ms. Rial told her an ordinance would have to be passed in order for her to raise the fees. Ms. Baughman told Council according to the back of the Borough's bills the return check fee is \$40.00.
- B. Linda Turner said since Larry Baughman recommended making Front Street "no – parking" on both sides, she still cannot see pulling out of Egbert Street onto Front Street. Ms. Turner said now residents near the intersection are parking in their driveways and it continues to block the view of traffic. Mr. Baughman said it's much easier to see without the vehicle blocking the view. Ms. Turner questioned if there will be open budget sessions held and she would like to be notified if there are. Mr. Goughler said it has not been discussed yet.
- C. Mike Garbacz gave Council a receipt from Reno V.F.D. for what the donation was used for; specifically for a truck payment. Mr. Garbacz also wanted to thank the Maintenance Department for installing new street signs where needed, in Reno. He also stated the tree trimming that is being done along Shaffer Run road has been done very well and is a big improvement. The local fire departments will continue to meet monthly in regards to consolidation and Council is welcome to attend. Mr. Garbacz said he is still in the process of getting a rough draft together of those active members of both Reno and Rocky Grove V.F.D. for the tax credit. Mr. Garbacz also thanked Larry Baughman for helping out at the fire department's food booth during the 4 – H Fair.
- D. Peter Fitzpatrick stated the Maintenance Department damaged four (4) trees on their property at 204 Lamberton Street, at the corner of Kennerdell and Lamberton Streets. They consulted with their arborist and it was determined it would cost them approximately \$650.00 to repair the trees in the spring. He stated they have lost privacy, may never recover the aesthetics of the trees and suffered angst and sorrow, due to the damage. Mr. Fitzpatrick said they did not receive any notice from the Borough that the trees were in violation or obstructed visibility. Mr. Fitzpatrick said the mower is inappropriate in that it rips and tears at the branches of the trees. In the Spring, Mr. Fitzpatrick said when they receive the \$650.00 bill, he will bring it to the Borough to have the Borough pay the bill.
- E. Janice Socha asked the Council questions about the aforementioned trees. Mr. Spaid said Council will not answer any questions, due to possible litigation.
- F. Albert "Chip" Abramovich wanted to thank and show support for the Police Department for being the first department in the County to carry Narcan.

**VIII. COMMISSION/COMMITTEE REPORTS**

- A. Planning Commission  
1. No report.

**IX. STAFF REPORTS**

- A. Maintenance Foreman:

1. No report.

- B. Police Chief:

1. Chief Carlson presented Council with a written report. Chief recommended to sell the 2008 Ford Explorer, which is valued at \$1,100.00 and list it on Municibids. The department received a request from an EMT/Paramedic and Constable out of Emlenton to purchase the former K – 9 dog cage. It would be used while assisting EMT's, Paramedics and Constables during animal rescues. Chief Carlson valued the cage at \$100.00. The poles and equipment for the new school zone lights along Rocky Grove Avenue will be installed on Friday, September 8, 2017.
2. Motion by Robert Resinger, being duly seconded by Howard Barger to approve listing the 2008 Ford Explorer for sale on the Municibid website. Motion carried unanimously.
3. Motion by Robert Resinger, being duly seconded by John McClelland to provide Officers and the 4 – wheeler during Oil Creek 100, on October 14, 2017. Motion carried unanimously.
4. Motion by Larry Baughman, being duly seconded by Robert Resinger to authorize Chief Carlson and the Police Department to sell the K – 9 dog cage to Marcia Rossman, EMT – P PA State Constable, at a cost of \$100.00. Motion carried unanimously.

- C. Administrator/Special Projects:

1. Mr. Sporer said the Borough will be making application for County Liquid Fuels Funds. Mr. Sporer anticipates using the funds to pave Palmer Avenue, from Meadville Pike to Kistler Avenue.
2. Motion by Larry Baughman, being duly seconded by John McClelland 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 2018. Motion carried unanimously.
3. Motion by Robert Resinger, being duly seconded by Howard Barger to set Trick – or – Treat hours for the Borough on Tuesday, October 31, 2017, from 6:00 PM – 8:00 PM. Motion carried unanimously.
4. Motion by Robert Resinger, being duly seconded by John McClelland to authorize the Administrative Office to close for Applefest on Friday, October 6, 2017. Motion carried unanimously.

- D. Zoning Officer:

1. No report.

- E. CDBG Administrator:

1. No report.

- F. Solicitor:

1. Mr. Spaid said Mr. Sporer and other Department heads could meet in regards to surplus municipality property that could be sold by the Borough. Mr. Spaid said under Borough Code, if there is surplus municipality property that is valued under \$1,000.00, the Council could pass a resolution authorizing the sale of such property without having to bring each individual item to Council to authorize. Mr. Spaid recommended Mr. Sporer contacting PSAB for an example resolution.

**X. COUNCIL REPORT**

- A. John McClelland updated Council on the status of the Rt. 8 sidewalk. Mr. McClelland stated himself, Mr. Baughman and Mr. Sporer met with the County Commissioners and discussed possible economic impacts to local stores, safety and other possible benefits from the sidewalk. Mr. McClelland said the sidewalk would be fully funded by grants, the County is offering to make application for the grants and assume ownership of the sidewalk. The Borough would only be responsible in assisting in the maintenance of the sidewalk. Mr. Abramovich said the sidewalk would be wide enough for a vehicle to drive down it, which would make it easier for snow removal. He stated the County has not heard from PennDOT in regards to what would be required for proper snow removal and

winter maintenance. Mr. Abramovich also said the County would maintain responsibility and maintenance of the sidewalk. Mr. Resinger questioned which side of the road the sidewalk be located along. Mr. Abramovich said it will be proposed to be along the North Side, same side as K – Mart, but engineers will have to approve this first. Mr. Goughler said the Council needs to further discuss this matter before any decision is made. Mr. McClelland also presented Council with an MOU in regards to responsibilities and liabilities between the County, the Borough and PennDOT. Mr. Baughman questioned the financial responsibility section of the MOU, which states the Borough would make a contribution to the County on an annual basis. Mr. Abramovich said he only recalls a small portion of that conversation, but this is a first draft and beginning of negotiations. Mr. McClelland would need to have the Borough's Solicitor to review it as well. Mr. McClelland said the County would need a letter of support from the Borough since the Borough is the host municipality, so the County could make application. He stated he could sit down with Mr. Baughman and Mr. Sporer to draft a letter of support.

- B. Mr. Resinger wanted to thank the Maintenance Department on the great job they did on tarring and chipping Warren Road. He also has received requests from residents that need to have ditches cleaned out. Mr. Resinger also received complaints about speeders on Warren Road.
- C. Larry Baughman said he will need to be excused from the September 20, 2017 Council Meeting.

**XI. APPROVAL OF MINUTES**

- A. Motion by Larry Baughman, being duly seconded by John McClelland to approve the minutes of the August 16, 2017 Council Meeting. Motion carried unanimously.

**XII. FINANCIAL REPORTS**

- A. Motion by John McClelland, being duly seconded by Howard Barger 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 7:32 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 7:57 pm.

**XVIII. ADJOURNMENT**

- A. Motion by Robert Resinger, being duly seconded by Howard Barger to adjourn the meeting at 7:57 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

Bogan Goughler, Council President