

**BOROUGH OF SUGARCREEK
COUNCIL MEETING MINUTES**

September 7, 2022

I. WELCOME AND INTRODUCTIONS

Council President James Speth 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 Speth 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, Alan Heller, Bogan Goughler, Matthew Carlson, James Speth and Mayor Charles McDaniel. Also, present was Police Chief Bob Wenner, Maintenance Foreman Doug Freer and Attorney Greg Merkel.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. PUBLIC PARTICIPATION (limited to 3 minutes each)

A. No Public Participation.

VIII. STAFF REPORTS

A. Maintenance Foreman:

1. Doug Freer stated the seal coating has been completed for the season. Mr. Freer updated Council that the third culvert pipe needing replaced along Shaffer Run Road should begin on Sept. 13, 2022. Shingledecker's will be replacing it. Mr. Goughler asked how long it will take. Mr. Freer said he anticipated it would take three weeks or so to be completed. He also said the Maintenance Dept. will be completing the paving on Egbert Street this week as well. Mr. Baughman asked if the fire departments were notified of the road closure for the culvert replacement. Mr. Freer said Shingledecker's notified the appropriate people. Chief Wenner said he will check with 911 as well.

B. Police Chief:

1. Chief Wenner updated Council that the computers are scheduled to be installed in the cruisers on Sept. 12, 2022. Chief said the new crossing guard is working out well at the high school. He also said the department will be patrolling the school zones more frequently with school back in session.

C. Administrator/Special Projects:

1. Mr. Sporer presented Council with the information he received from the PA Dept. of Health in regards to creating a tobacco – free zone at the Borough playgrounds. The state sent back a resolution stating the development of the tobacco – free zone and it is to be signed by Council and sent back to the Dept. of Health. Once the Dept. of Health receives it back, they will provide the Borough with the Tobacco – Free Zone signs.
2. Mr. Sporer also presented Council with pictures of the Rocky Grove Playground pavilion. There has been damage and vandalism to the fascia and soffit, as well as mud and debris thrown on the ceiling and lights of the pavilion. Mr. Sporer said he believes there are kids using basketballs to damage the pavilion and he recommends removing the basketball hoops. He said the court could be used for parking since residents have called the Borough stating there is no longer parking allowed at the fire department's parking lot. Mr. Sporer said he wanted Council to consider it and take action at a later time. He said the playground is getting used daily and wants to see it maintained and able to be used for years to come.
3. Mr. Sporer also updated Council that he had received the updated and final copy of the Memorandum of Understanding (MOU) from the County in regards to the Rt. 8 Sidewalk, along with the Rt. 8 Traffic Signal Plan from PennDOT. Mr. Sporer said Attorney Merkel has reviewed the MOU and it is ready to be signed by the Council.

4. Mr. Sporer said he has begun to work on the 2023 Budget. He does not anticipate any major changes or surprises and plans on presenting it to Council at the October meeting. He does not anticipate a tax rate increase and the Borough is in good shape.
 5. Mr. Speth and Mr. Sporer recommended tabling the Tobacco – Free Zone resolution until the corrections, as recommended by Attorney Merkel, are made to the resolution and presented again at the October meeting. Mr. Baughman said he made the request because parents were approaching him with concerns over people smoking at the playground while they are there with their small children. Mr. Sporer suggested going through the State so it is officially recognized and the Borough will be provided with the correct signage.
 6. Motion by Bogan Goughler, being duly seconded by Alan Heller to set the Trick – or – Treat hours within the Borough for October 31, 2022, from 6:00 PM – 8:00 PM. Motion carried unanimously.
 7. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the Memorandum of Understanding between Sugarcreek Borough and Venango County in regards to the sidewalk along Allegheny Blvd. within the Borough. Motion carried unanimously.
 8. Motion by Bogan Goughler, being duly seconded by James Speth to approve and sign the Allegheny Blvd. Traffic Signal Plan as presented by PennDOT Traffic Engineer. Motion carried unanimously.
- D. Zoning Officer:
1. No report.
- E. Solicitor:
1. No report.

IX. COUNCIL REPORT

- A. Bogan Goughler wanted to compliment the Maintenance Department on the sealcoat job they did on Shaffer Run Road. Mr. Speth said he also received compliments on Beatty Run Road.

X. APPROVAL OF MINUTES

- A. Motion by Bogan Goughler, being duly seconded by Alan Heller to approve the minutes of the Aug. 3, 2022 Council Meeting. Motion carried unanimously.

XI. 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.

XII. OLD BUSINESS

XIII. NEW BUSINESS

XIV. CORRESPONDENCE

XV. BOARD OF APPEALS

XVI. EXECUTIVE SESSION

Council recessed at 7:19 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 7:37 pm.

XVII. NEW BUSINESS CON'T.

- A. Motion by Matthew Carlson, being duly seconded by James Speth to amend the agenda to include the motion to approve a \$300 donation to the Venango County Coon and Fox Club for the use of their facility for training purposes by the Borough Police Department. Mr. Goughler abstained. Motion carried.
- B. Motion by Larry Baughman, being duly seconded by James Speth to approve the \$300 donation to the Venango County Coon and Fox Club. Mr. Goughler abstained. Motion carried.

XVIII. ADJOURNMENT

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to adjourn the meeting at 7:40 PM. Motion carried unanimously.