

BOROUGH OF SUGARCREEK COUNCIL MEETING MINUTES

June 5, 2024

I. WELCOME AND INTRODUCTIONS

Council Vice – 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)

Mayor Matthew Carlson led the Pledge of Allegiance.

III. MOMENT OF SILENCE

A moment of silence was observed. Following the moment of silence, Mayor Carlson introduced the Council, public and Attorney Brian Spaid to the new full – time officer, Nash Montgomery.

IV. ESTABLISHMENT OF QUORUM

Present at the meeting were Council members Alan Heller, Bogan Goughler, Howard Barger, Larry Baughman, and Mayor Matthew Carlson. Council member James Speth was excused. Also present were Maintenance Foreman Doug Freer, Chief Bob Wenner, Attorneys Brian Spaid and Alex Spaid.

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

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

- A. Jessica Struthers, Reno Neighborhood Association, was in attendance to inform Council on the grant the Neighborhood Association has applied for to install special sensory equipment for autistic children at the Reno Playground. Mr. Baughman questioned if the program would be expanded to the Rocky Grove Playground. Brandy Hinojosa, a representative for the program stated the end goal is to provide sensory equipment to all playgrounds within Venango County. Mayor Carlson and Chief Wenner stated the Borough currently is involved with programs that support those with autism from patrol car decals to dodgeball game fundraisers.
- B. Ken Bryan, Venango County Commissioner, informed Council that the County is in support of the program. Commissioner Bryan asked the Borough Council to provide a letter of support and space within the playground for the equipment. He also stated the County will help those working with the program on writing the grants.
- C. Dan Marvin, Reno V.F.D., updated Council on the total number of calls for the year. As of the meeting night, the department has responded to 94 calls, ranging from HAZMAT calls, EMS calls and accidents. Mr. Marvin wanted to thank the Borough Maintenance Department for assisting with a quick response in clearing a tree that had fallen on a house in Reno. Mr. Marvin also wanted to inform Council and the public that the Reno V.F.D. will be holding their Annual Car Cruise on Saturday, July 6, 2024. The department is requesting to have the street by the Reno Playground shut down. He also reminded the Council and public of the dinner to be held at the fire department social hall on Sunday, June 9, 2024.
- D. Andrew Fish, Venango County Judge, wanted to thank the police departments and Attorney General's office with the work they all did on the previous night. Judge Fish said it is an unfortunate statistic that his office in Oil City is ahead by nearly two (2) months with the increase in criminal complaints and cases.

VIII. STAFF REPORTS

- A. Maintenance Foreman:
 1. Mr. Freer updated Council on the two (2) new hires in the department. He stated they are working out well. The department has completed the tarring and chipping for the season. The CMS – 2 that was bid out to a new company has worked out very well. Storm sewer pipes and drains are completed and waiting for the paving and/or sealcoating to be done. He anticipates that work to be completed within the next 2 – 4 weeks.
 2. Mr. Freer updated Council on the status of purchasing three (3) new salt spreaders through Stephenson Equipment. He said he has been discussing this with Mr. Sporer for some time and it was part of the 2024 budget. Mr. Freer said they have been on backorder for quite some time and Stephenson has just got some in. He said the three

(3) that are needing replaced are at the end of their useful life and the repair costs would be very close to the purchase price.

3. Motion by Bogan Goughler, being duly seconded by Larry Baughman to approve the purchase of three (3) salt spreaders, at a cost of \$8,300.00 each, at a total cost of \$24,900.00, through PA CoStars Contract with Stephenson Equipment and a 2024 budgeted item. Motion carried unanimously.

B. Police Chief:

1. Chief Wenner updated Council on a case the department has been working on in conjunction with the Attorney General's (AG's) office. Chief said they recovered over \$18,000 in cash, 5 oz. of methamphetamine, 8 oz. of crack cocaine and 4 oz. of fentanyl and four (4) in custody. He said this was part of a larger group of dealers out of Detroit. Chief also said Officer Deloe attended taser recertification. The following Wednesday and Thursday, Officer Johnson will be attending "Use of Force" recertification training. He will be taking a police cruiser to attend the training. Officer Wilson has recently attended and received instructor certification in Domestic Terrorist and Violent Extremists training. As well as just completed his training in De-escalation. Chief also brought to the Council's attention an increase in the monthly service fee of the in – car computers. He said he failed to account for the new officer's account/security for the in – car computer system. Chief said it would increase the monthly, recurring cost by \$12.50. Mr. Spaid said he felt the cost was diminutive enough that it would not cause an issue. Chief also requested Council to reconsider an increase in patrol hours to 190 hours per week, especially since Officer Montgomery has been working. Chief said he has figured that there is about \$9,000 left out of \$12,000 budgeted for overtime, as well as the first five (5) months salary that was budgeted for the full – time position that was not filled at the time.

C. Administrator/Special Projects:

1. Motion by Bogan Goughler, being duly seconded by Howard Barger to approve the annual stipend in the amount of \$2,500.00 made payable to Robert McClintock, for his role as the Borough EMA Coordinator. Motion carried unanimously.
2. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve changing the July Council meeting from July 10, 2024 to July 3, 2024, at 7:00 PM and advertise the change in date. Motion carried unanimously.
3. Mr. Sporer reminded Council of the CDBG hearing scheduled for July 3, 2024, at 6:00 PM.

D. Zoning Officer:

1. No report.

E. Solicitor:

1. No report.

IX. COUNCIL REPORT

- A. Mayor Carlson said he has Zoning complaints for 452 Sugarcreek Drive and 120 Wilson Street. He will forward pictures to Mr. Sporer.

X. APPROVAL OF MINUTES

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the minutes of the May 1, 2024 meeting. Motion carried unanimously.

XI. FINANCIAL REPORTS

- A. Motion by Bogan Goughler, 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

- A. Motion by Alan Heller, being duly seconded by Bogan Goughler to approve a donation in the amount of \$250.00, for this year only, to The Charlie McDaniel Memorial Golf Outing, to be held on June 30, 2024. A roll call was taken. Mr. Barger, Mr. Goughler, and Mr. Heller voted in favor of the motion. Mr. Baughman opposed the motion. Motion carried.

XIII. NEW BUSINESS

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the closure of 7th Street and Oak Street in Reno, for the Reno V.F.D. Annual Car Cruise on July 6, 2024, from 11:00 AM – 3:00 PM. Motion carried unanimously.

- B. Motion by Larry Baughman, being duly seconded by Alan Heller to approve providing a letter of support for the sensory equipment to be installed at the Reno Playground. Motion carried unanimously.
- C. Motion by Larry Baughman, being duly seconded by Bogan Goughler to approve the additional \$12.50 monthly fee, to Makenzie Enterprises, for the new officer's access on the in – car computers. Motion carried unanimously.

XIV. CORRESPONDENCE

XV. BOARD OF APPEALS

XVI. EXECUTIVE SESSION

Council recessed at 7:27 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 8:20 pm.

XVII. ADJOURNMENT

- A. Motion by Larry Baughman, being duly seconded by Bogan Goughler to adjourn the meeting at 8:21 PM. Motion carried unanimously.

Joseph M. Sporer, Borough Manager

Alan Heller, Council Vice – President