

**BOROUGH OF SUGARCREEK
COUNCIL MEETING**

Date: Wed., May 6, 2026

Time: 7:00pm

Place: Council Chambers

AGENDA

NOTE: A public hearing was held prior to the regular Council meeting. The purpose of the hearing was to hear a request for vacating the entirety of Clark Avenue.

I. WELCOME AND INTRODUCTIONS

Note: There will be no hurtful or harmful speech allowed. The meeting was called to order at ____p.m.

II. PLEDGE OF ALLEGIANCE (American Flag)

III. MOMENT OF SILENCE/PRAYER

IV. ESTABLISHMENT OF QUORUM

Mayor Craig Westover
Bogan Goughler
Larry Baughman
Matthew Carlson
Alan Heller
John McClelland

V. DISTRIBUTION OF AGENDA

VI. COUNCIL CHANGES TO AGENDA

VII. PUBLIC PARTICIPATION (limited to 3 minutes each)

VIII. VOLUNTEER FIRE DEPARTMENT(S)

IX. STAFF REPORTS

A. Maintenance Foreman

1. Motion by _____, being duly seconded by _____ to award the Liquid Fuels bids as recommended by the Maintenance Foreman. Vote _____.

B. Police

C. Administrator/Special Projects

1. Rocky Grove Community Yard Sales: May 15, 16, & 17, 2026
2. Motion by _____, being duly seconded by _____ to approve the Credit Card Use Policy as presented by the Borough Manager. Vote _____.
3. Motion by _____, being duly seconded by _____ to approve the issuance of credit cards by First National Bank and naming the Borough Manager, Police Chief and the Maintenance Foreman as authorized users. Vote _____.
4. Motion by _____, being duly seconded by _____ to approve the purchase of new awnings for the front of the Borough building. Vote _____.
5. Motion by _____, being duly seconded by _____ to approve the replacement of the remaining two (2) exterior doors on the Borough building and the man door on the Maintenance garage. Vote _____.
6. Motion by _____, being duly seconded by _____ to approve the request by the Special Olympics Venango County to use the Front Street Playground for 10 Saturdays, beginning May 30, 2026 and ending August 8, 2026, for their softball program. Vote _____.
7. Motion by _____, being duly seconded by _____ to approve the request by the Franklin YMCA to use the Front Street Playground for their 2026 Summer T – Ball program. Vote _____.

D. Zoning Officer

E. Solicitor

1. Motion by _____, being duly seconded by _____ to adopt Ordinance No. 310 of 2026, which vacates the entirety of Clark Avenue.
Vote _____.
2. Records Retention Policy

X. COUNCIL REPORTS

XI. APPROVAL OF MINUTES

- A. Motion by _____, being duly seconded by _____ to approve the minutes of the April 1, 2026 Council meeting. Vote _____.

XII. FINANCIAL REPORTS

- A. Motion by _____, being duly seconded by _____ to approve the payment of bills/issuance of checks as presented by the Treasurer. Vote _____.

XIII. OLD BUSINESS

XIV. NEW BUSINESS

XV. CORRESPONDENCE

XVI. BOARD OF APPEALS

XVII. EXECUTIVE SESSION

To discuss agency business which, if conducted in public, would violate a lawful privilege of information or confidentiality protected by law and any action to follow.

XVIII. ADJOURNMENT

- A. Motion by _____, being duly seconded by _____ to adjourn the meeting at _____ PM. Vote _____.