BOROUGH OF SUGARCREEK
COUNCIL MEETING

Date: Wed., Nov. 4, 2026 **Time: 7:00pm** **Place: Council Chambers**

***NOTE: Executive meetings to discuss personnel issues were held on: Oct. 19, 2026 and Oct. 29, 2026. A budget workshop was held on: Oct. 22, 2026.**

AGENDA

*AMENDED November 5, 2026

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)*
Sugarcreek Borough residents and its taxpayers may address Council for up to three (3) minutes each. This is a non – interactive public comment period; Council will not engage in discussion or debate. Matters requiring further attention may be addressed at a later time.

VIII. VOLUNTEER FIRE DEPARTMENT(S)

IX. STAFF REPORTS

A. Maintenance Foreman

1. Motion by _____, being duly seconded by _____ to approve entering into a Memorandum of Understanding between the Oil Region Alliance of Business, Industry & Tourism and the Borough of Sugarcreek for Grantsmanship and for the purchase of a 2027 Ford F350 4x4 Truck. Vote _____.

B. Police

1. Motion by _____, being duly seconded by _____ to reallocate the following funds within the 2026 Police budget: $2,700.00 from Police Personnel Services to Consulting Services, $7,000.00 from Police Personnel Services to Uniform Allowance and $3,000.00 from Police Personnel Services to Body Armor.
   Vote _____.
2. Motion by _____, being duly seconded by _____ to accept the resignation of Officer Badge #22 effective October 9, 2026. Vote _____.
3. Motion by _____, being duly seconded by _____ to accept the resignation of Joseph Sporer from the Civil Service Commission, effective October 21, 2026. Vote _____.
4. Motion by _____, being duly seconded by _____ to appoint Harry Bartley to fill the unexpired term of Joseph Sporer, effective November 5, 2026.
   Vote _____.
5. Motion by _____, being duly seconded by _____ to appoint Donald Osborne to serve as an alternate member of the Civil Service Commission for a term of six (6) years, effective November 5, 2026. Vote _____.

C. Administrator/Special Projects
   1. Motion by _____, being duly seconded by _____ to approve and advertise the 2027 Council meetings to be held at 7:00 PM on the 1st Wednesday of each month and Planning Commission meetings to be held at 6:00 PM on the 2nd and 4th Wednesdays of each month. Vote _____.
   2. Motion by _____, being duly seconded by _____ to approve and advertise the proposed 2027 Budget and that it is available for public inspection and to advertise Ordinance No. 311 of 2026, which fixes expenditures for Fiscal Year 2027 at $3,657,291.00 with a tax rate of 7.0 mills and a tax rate of 0.55 cents on each front foot assessment for street lights in Rocky Grove and Reno. Vote _____.

D. Zoning Officer
E. Solicitor

X. COUNCIL REPORTS

XI. APPROVAL OF MINUTES

A. Motion by _____, being duly seconded by _____to approve the minutes of the October 7, 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

A. Motion by _____, being duly seconded by _____ to approve and advertise the Public Meeting to be held on Thursday, November 19, 2026, at 7:00 PM in Council Chambers for purposes of reviewing the budget and any other business to come before Council. Vote _____.

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. NEW BUSINESS CON'T.

A. Motion by _____, being duly seconded by _____ to accept the resignation of James Speth as Borough Manager effective November 4, 2026, at end of day, subject to payment of his remaining vacation, personal and sick leave. Vote _____.
B. Motion by _____, being duly seconded by _____ to appoint Julie Vroman as the Acting Borough Manager in addition to her duties as Borough Treasurer effective November 4, 2026, at end of the day. Vote _____.
C. Motion by _____, being duly seconded by _____ to retain the services of Joseph Sporer for 30 hours at a rate of $100.00 per hour to assist Ms. Vroman with budget and management issues. Vote _____.

XIX. ADJOURNMENT

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