

SUGAR NOTCH BOROUGH COUNCIL MEETING

December 21, 2022

CALL TO ORDER/PLEDGE

The Sugar Notch Borough Council Meeting was called to order at 6:00 pm on Wednesday, December 21, 2022 at 892 Main St., Sugar Notch, PA. by President of Council Joe Rutkoski was followed by the Pledge of Allegiance.

ROLL CALL

PRESENT

David Balakier (on phone)
Jim Mullin
Randy Gyle
Dominick Panetta
Erin Frank
Henry Mleczynski
Joseph Rutkoski

ABSENT

Secretary, Gloria Kijek

ALSO PRESENT

Treasurer, Charles Cybuch
Attorney Logsdon

CITIZEN'S REPORT

Resident Mario Fiorucci asked what the cash analysis is on budget. Treasurer Charles Cybuch explained this to him.

CORRESPONDENCES

No correspondences at this time.

BUDGET DISCUSSION

Council opened discussed for the 2023 Budget. Randy Gyle commented that the Police Committee has stayed within police budget and asked how many times this year did the Finance Committee meet. Joe Rutkoski commented that no one should be purchasing anything without a P.O. Henry Mleczynski asked who approved the Police purchasing the three AR guns. Randy Gyle said Council approved. Henry commented that he would like to see the minutes where they were approved. Dominick Panetta said there should be no more overtime either. Police Chief commented that he has given Council a detailed report every month which includes where he is on the Police Budget. Henry Mleczynski said Council voted at previous meeting to get rid of one of the police vehicles because of the concern with the budget.

ENGINEER REPORT

Casey Crawley reported on the following: options for getting the \$60,000 match for Multimodule grant are one possibly is trying to get it waived by PennDOT but there is a process to apply for this or using next year's LSA grant to cover the \$60,000, or using the next CDBG funds for the match. Next, he reported on the Sugar Notch BPID number, which is needed for the HOP's on Main St., the Borough has one but it is an old one and needs to be reactivated from someone at Borough he can't do it. Henry asked Casey to email this info. to him and to Sugar Notch email. The next step with the Multimodule Phase I project is for the Solicitor to advertise the RFPs for an engineer consultant for the

project. In the meantime, he can start the HOP process once the Borough gets the BPID number, there needs to be a HOP permit for each driveway in project area and a sidewalk survey will need to be done also.

Motion 1 – to approve for the Borough Solicitor to prepare and advertise for an Engineer Consultant for the Multimodule Phase I project.

Motion Jim Mullin.
Second Randy Gyle.
All in favor. Motion carried.

SOLICITOR REPORT

Attorney Logsdon reported on the following: explained to Mario Fiorucci that there is no missing gun from Police Dept. it was returned to the D.A.'s Office because it was only on loan from their office, reviewed with Council the 2023 Meeting Schedule, reviewed with Council the Employee Purchase Order Policy which will help with budget control and Council will need to vote on the Tax Ordinance and 2023 Budget tonight.

Motion 2 – to approve the 2023 Meeting Schedule for advertisement.

Motion Jim Mullin.
Second Randy Gyle.
All in favor. Motion carried.

Motion 3 – to approve the Resolution for the Purchase Order Policy stating any purchase for any amount must get approval.

Motion Jim Mullin.
Second Randy Gyle.
All in favor. Motion carried.

Motion 4 – to pass the 2023 Budget as prepared.

Motion Jim Mullin.
Second Randy Gyle.
Roll Call.

David Balakier	yes
Jim Mullin	yes
Randy Gyle	yes
Dominick Panetta	yes
Erin Frank	yes
Henry Mleczynski	yes
Joseph Rutkoski	yes

All in favor. Motion carried.

Motion 5 – to approve the 2023 Tax Ordinance at 5.5 mils which includes an increase of 1 mil.

Sugar Notch Borough Minutes
December 21, 2022, pg. 3

Motion Dominick Panetta.

Second Randy Gyle.

Roll Call.

David Balakier	no
Jim Mullin	yes
Randy Gyle	yes
Dominick Panetta	yes
Erin Frank	yes
Henry Mleczynski	yes
Joseph Rutkoski	yes

6 yes. 1 no.

All in favor. Motion carried.

Motion 6– to approve a support letter to Earth Conservancy for a grant they are applying for.

Motion Randy Gyle.

Second Henry Mleczynski.

All in favor. Motion carried.

COUNCIL REPORT

Council discussed grants and who will be writing them for Borough. Dominick asked Council to provide him with a list of Commercial Properties in Sugar Notch and said that Secretary said she will type up letter we want to send to residents but we need to write down what we would like her to put in it. Discussed a car port or garage going up at location of old dress factory and they do need a zoning permit for this.

ADJOURNMENT

Motion Jim Mullin at 8:15 p.m.

Second Henry Mleczynski.

Respectfully Submitted,

Gloria Kijek, Secretary