

## **SUGAR NOTCH BOROUGH COUNCIL MEETING MINUTES**

**August 2, 2023**

### **CALL TO ORDER/PLEDGE**

The Sugar Notch Borough Council Meeting was called to order at 6:00 pm on Wednesday, August 2, 2023 at 892 Main St., Sugar Notch, PA. by President of Council Joe Rutkoski, followed by the Pledge of Allegiance.

### **ROLL CALL**

#### **PRESENT**

Jim Mullin  
Randy Gyle  
Dominick Panetta  
Erin Frank  
Margaret Viti  
Joe Rutkoski

#### **ABSENT**

David Balakier

#### **ALSO PRESENT**

Secretary, Gloria Kijek  
Attorney Logsdon  
Mayor, Bill Davis  
Treasurer, Charles Cybuch

### **CITIZEN'S REPORT**

Dave Marsh, 585 R. Main St. – complimented Officer Johnson for his help with an issue at his shop. On behalf of his Father, regarding his property, he wants to work with Council to address the issues. Borough Attorney Logsdon commented he has been in touch with his father's attorney.

A.J. from LaBelle Associates is here because his firm has submitted a proposal for the Engineer Consultant the Borough advertised for the Sewer project and he wanted to know if anyone had any questions.

### **CORRESPONDENCES**

No correspondence at this time.

### **SECRETARY REPORT**

**Motion 1 – approve July 5, 2023 minutes.**

Motion Randy Gyle.

Second Jim Mullin.

One abstained – Dominick Panetta

All others present in favor. Motion carried.

### **TREASURER REPORT**

**None at this time.**

### **SOLICITOR REPORT**

Attorney Logsdon reported on the following: 1) by agreement of all Council present, an emergency item has been added to the agenda, regarding submitting a tax appeal to Luzerne County on the tax assessment appeal filed by the owner of the former Holy Family Church on Main St. to lower the amount of taxes paid on that property. Council gave Attorney Logsdon permission to file an appeal against this and to contact the school

district so we can work with them on this situation. 2) Opened the 3 bids received for the engineer consultant on sewer project, Council discussed but needed more time to review all bids thoroughly, Attorney will email to everyone for further review. 3) WVSA will be invited to attend a future meeting to present to Council taking over the sewers in Sugar Notch. 4) He reported for the Code/Zoning Officer in his absence that a hearing is scheduled regarding the zoning appeal of a fence and pool, he will confirm date with Zoning Board. 5) Explained to Council what a Quality-of-Life Ordinance can do for the Borough which is getting folks to correct a violation quicker by using a NOV (Notice of Violation) ticket. He will bring a draft Quality-of-Life Ordinance to next meeting for Council to review and discuss. 6) Discussed the specifics of the upcoming LSA County Grant and reminded Council it is due by the end of September. 7) He has tried again to contact the woman that set up new website regarding the domain name and has not heard from her yet. 8) On Monday at 9 am there is a meeting with April Hannon from Penn Dot regarding the Multimodal grant. 9) The Sesquicentennial Committee would like Council's permission to have a case built at Borough building for history items of Sugar Notch and also would like to plant a Christmas tree in front of Borough building to put lights on every year. They would be paying for this from funds leftover from the Sesquicentennial. Council said yes to history case however will wait on tree request due to some upcoming landscaping at the Borough building. Dominick will let the Committee know. 10) Discussed the Brook St. project and having John Leiphart do the work and Borough will purchase the supplies. He was the only person who bid on project.

**Motion 2 – to accept John Leiphart's bid for the Brook Street Sewer Project in the amount of \$25,398.75, with the Borough purchasing all the supplies thru Costars.**

Motion Dominick Panetta.

Second Jim Mullin.

Roll Call.

Jim Mullin	yes
Randy Gyle	yes
Dominick Panetta	yes
Erin Frank	yes
Margaret Viti	yes
Joe Rutkoski	yes

All in favor. Motion carried.

### **COUNCIL AND MAYOR REPORT**

Dominick Panetta reported on the following: he will order the materials for the Brook St. project, talked to Fritz and he will give the Borough the easement needed and Borough will get him a dumpster and help him clean property, Dominick will get a price for dumpster from Mascaro, Attorney Logsdon will prepare documents for easement, and would like to have a tree on Rear Oak cut down.

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Erin Frank reported she got an estimate of \$1,060 to repair the ceiling.

Margaret Viti had nothing to report at this time.

Jim Mullin reported that the COG would like to know how much fuel the Borough is using.

Randy Gyle had nothing to report at this time.

Joe Rutkoski had nothing to report at this time.

Mayor Davis reported that the Police Chief and the Treasurer should have security monitors in their offices also because the Manager is here 2 times a week however the Chief and Treasurer are here more often.

**ADJOURNMENT – into Executive Session to discuss personnel**

Motion by Jim Mullin.

Second Joe Rutkoski.

Adjourned at 7:30 p.m.

Respectfully Submitted,

Gloria Kijek, Secretary