

**SUGAR NOTCH BOROUGH COUNCIL MEETING/WORK SESSION MINUTES**  
**August 21, 2024**

**CALL TO ORDER/PLEDGE**

The Sugar Notch Borough Council Meeting was called to order at 6:00 pm on Wednesday, August 21, 2024 at 892 Main St., Sugar Notch, PA. by President of Council Joe Rutkoski, followed by the Pledge of Allegiance.

**ROLL CALL**

**PRESENT**

Nik Schultz  
Jim Mullin  
Randy Gyle  
Dominick Panetta  
Erin Frank  
Henry Mleczynski  
Joe Rutkoski

**EXCUSED**

**ALSO PRESENT**

Mayor Davis  
Treasurer, Charles Cybuch  
Attorney Logsdon  
Manager/Secretary, Gloria Kijek

**CITIZEN'S REPORT FOR AGENDA ITEMS ONLY**

None at this time.

**CORRESPONDENCES**

Invitation from Luzerne County DA's office for a breakfast and a notice letter from Luzerne County Transportation Authority informing Sugar Notch of their new pilot program which will include Sugar Notch.

**CODE ENFORCEMENT REPORT**

Henry Mleczynski reported on the following: He feels the Borough needs a stronger Ordinance regarding contractors that start work without getting a permit. He has charged a contractor double for working without a permit. Attorney Logsdon will work on putting something together. Council suggested having the ordinance say that the Police can enforce working without a permit. Discussed 669-670 Main St. property violations. It has been way over the time limit the owners were given to fix sidewalk and curb and nothing has been done.

**SOLICITOR REPORT**

Attorney Logsdon reported on the following: 1. He read off the quotes received from contractors for the Brook St. Paving project, it was not bid out, just informally requested estimates American Asphalt \$44,347., New Enterprise \$39,469., and M&J \$32,415. 2. Pole storage buildings need to be bid out with prevailing wage. 3. Letter has been prepared and will go out to the Evergreen property owners that have the pipe that they were suppose to fix because its causing run off issues. They still have not fixed it. 4. Prepared Resolution for Right to Know anonymous requesters if needed, 5. Brook St. Paving quotes that came in from contractors were all over the \$23,200 threshold, except the one from Stell which was passed around at last meeting, 6. Update on Woodland project with PennDOT MFF grant, April from PennDOT will do a teams meeting with

Council on Sept. 3 at 9am, 7. Fire Co. land can be conveyed to new developer if needed in the future, 8. Fee Schedule Amendment for Impact Fee he still needs to work with engineer on this before its ready, 9. Followed up on Mott St. and Main St. zoning issues, 10. Bids are due Sept. 4 for the items the Borough has posted on Municibid Randy asked Attorney Logsdon to be sure to put in ads “as is”, 11. Food Truck Ordinance not immediately prevalent but feels it is necessary because they are popping up all over, Attorney is looking at other municipalities Food Truck Ordinances most have fees about \$125, Randy suggested tabling this item until an issue comes up, Henry asked Attorney to bring something to next meeting and feels Sugar Notch should not wait, and 12. He is working on the warranty issue with the police vehicle, he needs a copy of the actual warranty.

**Motion 1 – to prepare to advertise the bids for the storage building at the DPW location.**

Motion Jim Mullin  
Second Henry Mleczynski.  
All in favor. Motion carried.

**Motion 2 – to award Stell the bid on the Brook Street Paving project contingent that their bid is under \$23,200.**

Motion Henry Mleczynski.  
Second Dominick Panetta.  
All in favor. Motion carried.

**CITIZENS REPORT**

Mario Fiorucci, 893 Main St. – talked about putting sidewalks up and down Main St. so folks would be able to walk more safely. Jim Mullin said if we had the money, we would put sidewalks on Main St. Mario said I thought I heard the Borough got some grant money to start doing sidewalks on Main St. Next, Mario asked about the status of the Keyco property tax money that is all going to Hanover Township? Dominick Panetta said we are not sure we are going to pursue this because we may have to then pay for sewer lines going thru. Mario said there is a Resolution he got from Hanover Township that says Sugar Notch owns the sewer lines.

Bernie McDade, - commented that we haven’t had a Planning Meeting. Henry Mleczynski let him no there is nothing new with the proposed development.

**POLICE CHIEF**

Chief reported that there were 8 trucks cited in July and they are looking to hire more officers.

**COUNCIL REPORT**

Dominick Panetta – reported that the lady from Race St. keeps calling to get her \$90 back

for the double payment she made on sewer. Council said just have Charles cut her the check.

Erin Frank – reported that Rep. Ryncavage’s office contacted her regarding a resident that owes \$2000 in sewer fees and if there is anything we can do. Council discussed and said that it is the same for everyone that is behind 75% owed has to be paid to prevent water shut off. That is WVSA rule and we are not making any arrangements. Erin also asked how many houses are going to be hooking into sewer on Broadhead? Dominick said three, we are doing the main line, and then each of these residents will have to pay \$1000 to hook up to it and they will have to get their own contractor to run their line. Erin also talked about the Pack the Park Day at Broadhead Park on Sept. 29. The Park Consultant, Tonya Brown. is organizing this event and Tonya suggested including in the plan for the Broadhead Park, parking spaces up above the park for trail access and suggested asking the new developer to help with that. Council said that is Borough property.

Charles Cybuch asked about the deadline for the Opioid Money. Attorney Logsdon said he will check on this.

**Motion 3– to adjourn into Executive Session to discuss personnel at 7:50 p.m.**

Motion Jim Mullin.

Second Henry Mleczynski.

All in favor. Motion carried.

Respectfully Submitted,

Gloria Kijek

