

**SUGAR NOTCH BOROUGH COUNCIL MEETING MINUTES**  
**January 8, 2025**

**CALL TO ORDER/PLEDGE**

The Sugar Notch Borough Council Meeting was called to order at 6:00 pm on Wednesday, January 8, 2025 at 892 Main St., Sugar Notch, PA. by President of Council Joe Rutkoski, followed by the Pledge of Allegiance.

**ROLL CALL**

**PRESENT**

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

**EXCUSED**

Attorney Logsdon  
Jim Mullin

**ALSO PRESENT**

Attorney Larry Youngblood  
Treasurer, Charles Cybuch  
Manager/Secretary Gloria Kijek

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

Sara Hailstone from the COG discussed with Council the COG fueling station that will be opening soon and she will be submitting, for the COG, a joint Boroughs and Townships Comprehensive and Zoning Plan. Council told her they will be discussing this.

Jacky Mizele and Suzanne Kennedy from Community Bank, presented to Council what they can do for Sugar Notch including fraud protection, pensions, and participating in community events. Council thanked them for attending the meeting.

**JCP (Junior Council Person)**

Next Mayor Davis swore in Alex Schultz as Sugar Notch's first Junior Council Person. Representative Alec Ryncavage was present for the swearing in and shared with Alex his start in public service which was also at a young age.

Representative Ryncavage then had a lengthy discussion with Council regarding some of the Borough's issues and concerns and how he can assist the Borough with resolving them.

**CORRESPONDENCES**

None at this time.

**SECRETARY REPORT**

**Motion 1 – approve December 4, 2024 meeting minutes.**

Motion Henry Mleczynski.

Second Dominick Panetta.

All in favor. Motion carried.

**Motion 2 – approve December 18, 2024 meeting minutes.**

Motion Randy Gyle.

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Second Nik Shultz.  
1 Abstain - Henry Mleczynski. 5 yes. Motion carried.

### **TREASURER REPORT**

**Motion 3 – approve December treasurer report.**

Motion Erin Frank.  
Second Randy Gyle.  
All in favor. Motion carried.

### **ENGINEER REPORT**

Bob Moosic from La Bella Engineering reported on the following: Hollywood Sewer Project - Received a notice to proceed so they started the survey. There is a blocked manhole will need WVSA to pump out. Randy said DPW will contact them in the morning. Henry asked the cost of the survey? Bob said survey is \$4,600 with engineers' total cost of project at \$31,600. Dominick asked where they will put the main pump? Bob said no main just grinder pumps. Bob said the surveyors will have to go on to private property. The Borough will send out a letter to inform the residents of this. Woodland Project - he reported almost done and in a couple weeks we can put out for bid. Proposed new development – Levitt asked for an extension so just waiting on them to submit info. to the Engineer for review. And, lastly Bob mentioned the DCED MTF Main St. grant that is ready to expire in June so Council needs to decide what work they want to do on Main St.

Representative Alec Ryncavage then spoke regarding funding and grants he may be able to help the Borough obtain. He commented he is now on the Transpiration Committee so the Borough needs to let him know what kind of projects they need funding for in the future. Council said they need funding for paving and sidewalks on Main St. Council asked him to find out when Penn Dot will be paving Main St. Alec said he will also find out if when PennDOT paves Main St. if they will be doing any sidewalks. He also suggested phasing out the larger projects like sidewalks on Main and said he supports the COG and suggested proposing to COG help with projects like paving and sidewalks. Gloria asked Alec if he can help the Borough with funds toward the match for a Recreation Grant the Borough is applying for to rehab the Broadhead Park. Alec said yes he would need to know an amount by May, before the state budget gets approved.

### **CODE ENFORCEMENT REPORT**

Henry Mleczynski reported the Borough may need to start a civil on 538 Main St. and Sonny, as the assistant Code Officer, has sent out some violation notices at other properties. Also reported that a percentage of 1055 Industrial Park property is in Sugar Notch, so we should get some of the fees collected. Attorney Larry Youngblood, filling in for Attorney Logsdon, asked Henry to send to him and Attorney Logsdon the info. on this.

### **POLICE REPORT**

Chief Horst reported that the police department needs new laptops because the current ones will not allow updated police sign ins. Joe Rutkoski told the Chief to get some estimates. Rep. Ryncavage suggested putting in for a grant for police equipment. Gloria said the Borough just submitted a few months ago a State LSA grant for police equipment.

### **SOLICITOR REPORT**

Attorney Larry Youngblood reported on the following: 1. Penn DOT MTF grant expires Dec. 5, 2026 for the Woodland Paving Project, 2. Food Truck Ordinance suggested tabling until Atty. Logsdon is present, 3. WVSA Act 537 Resolution is ready for Council to pass tonight, 4. No updates on the UGI and Christmas lights issue, Rep. Ryncavage said he will get back to us on this he has been talking to Steve Cook the UGI government representative, 5. No updates on the Noise coming from the Industry Park, Joe Rutkoski asked Rep. Ryncavage if he can help with the noise issue coming from General Dynamics located in the Hanover Township Industrial Park. Rep. Ryncavage said he can set up a meeting and suggested they can put up a sound barrier, Nik Schultz said the residents surrounding General Dynamics are complaining about the smells and noise coming from this business. Rep. Ryncavage said he will find out who their lobbyist is and reach out.

#### **Motion 4– approve the WVSA Act 537 Resolution.**

Motion Henry Mleczynski.

Second Nik Schultz.

All in favor. Motion carried.

### **COUNCIL REPORT**

Council discussed the DCED MTF grant funds and if an extension should be applied for or if the \$100,000 that was awarded to the Borough be spent now to being the streetscaping project on Main St. The grant funds expire June 2025 and there is no guarantee the extension will be approved. Council discussed.

#### **Motion 5 – to request an extension from the State for the spending of the DCED MTF grant funds.**

Motion Henry Mleczynski.

Second Nik Schultz.

NO - Erin Frank. All others in favor. Motion carried.

Council continued discussion regarding the DCED MTF grant and reconsidered because if the extension is not approved by the State the \$100,000 would be lost. Council felt it is best to reconsider and use the funds now.

**Motion 6– to rescind the previous Motion 5 regarding the extension request for the DCED MTF grant funds and move forward with spending the funds now.**

Motion Henry Mleczynski.

Second Randy Gyle.

All in favor. Motion carried.

**Motion 7– to move forward with trying to obtain funds for the Broadhead Park Rehab project, including applying for a DCNR grant.**

Motion Erin Frank.

Second Randy Gyle.

Roll Call.

Nik Schultz YES

Randy Gyle YES

Dominick Panetta YES

Erin Frank YES

Henry Mleczynski YES

Joe Rutkoski YES

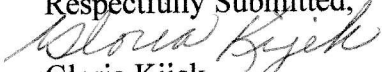
All in favor. Motion carried.

**CITIZEN'S REPORT**

None at this time.

Council adjourned into Executive Session to discuss litigation/personnel at 8:06 p.m.

Respectfully Submitted,

  
Gloria Kijek