

**The Borough of Conneaut Lake
Minutes
Conneaut Lake Town Hall
April 9, 2025**

Call to Order

Council President opened the regular meeting at 7:00 p.m. and the Pledge of Allegiance was recited.

Members in Attendance:

Richard Holabaugh, Penny Monahan, Bill Eldridge, Jim Ross, Mario DeBlasio, Jeannie Trudell, Jim Tigri - Mayor, Kristen Barbaro – Secretary/Treasurer, Brian Leuthold – Public Works Supervisor, Matt Jordan – Solicitor via phone, John Chuey via phone.

Visitors present: Cora Fesina, Anita Haans – Beautification Committee

Steve Vennare requested to be on the agenda, but did not show up to the meeting – regarding concession stand.

Approval of Prior Meeting Minutes:

The monthly minutes from the March 2025 meeting were presented for review and approval.

Bill Eldridge did not agree with the format on page 3 under Standing Committees. He felt that where it says Community Action, It should say Revitalization Committee and move Community Action to another section. Dick proposed that it be moved below Public Safety.

- **Motion was made by Mario DeBlasio to approve the March minutes as amended and seconded by Bill Eldridge. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Jeannie Trudellk Y. Unanimously approved. Motion carried.**

BILLS PAID BETWEEN COUNCIL MEETINGS

The monthly bills were presented for review and discussion.

<u>BILLS PAID GENERAL FUND</u>	<u>Date</u>	<u>Memo</u>	<u>Amount</u>
Amathis Bramson	3/24/25	Refund for Town Hall Rental	50.00
Christine Morian	3/24/25	Contract Labor for Dock Rentals	588.49
Compass Minerals	3/13/25	Bulk Highway Course Salt	1489.33
DeSantis Janitor Supply Co.	3/13/25	Janitorial Supplies	141.44
	3/24/25	Janitorial Supplies	251.52
Great American Financial Services	4/4/25	Copier Contract	160.74
Harned Oil	3/24/25	Fuel	98.67
	4/4/25	Fuel	71.50
Jam-Son Properties	4/4/25	Office Cleaning	200.00
Jorden Law Group	3/13/25	Attorney Fees	445.50
Mark A Johnson Electrical Contracting	4/4/25	Assisted with Repairing Street Light	435.00
Marquette Savings Bank	3/13/25	Loan Payment	2142.04
Meadville Tribune	3/13/25	Advertising	71.25
Municipal Authority of CL	3/24/25	50% Armstrong Bill	124.57
NAPA Superior Auto Supply	4/4/25	Garage Supplies	103.87
National Fuel	3/24/25	Gas	557.04
Penn Power	3/13/25	Electric	547.72
	3/24/25	Electric	927.01

Powell's Sanitation Service	3/13/25	Monthly Handicap Unit	150.00
QES	4/4/25	Refund for Town Hall Rental	50.00
Ralstons	3/24/25	Various Purchases	91.94
State Industrial Products	4/4/25	Stay Patch Warm Weather	239.00
Visa	4/4/25	Various Purchases	949.01
PAYROLL	3/7/25	Includes liabilities	3643.05
PAYROLL	3/21/25	Includes liabilities	4134.69

BILLS PAID CLCDC FUND

	Date	Memo	Amount
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BILLS PAID STATE FUND

	Date	Memo	Amount
Penn Power	3/24/25	Electric	1214.02

UNPAID BILLS GENERAL FUND

	Due Date	Memo	Amount
Conneaut Lake Regional Police Dept.	4/30/25	2 nd QTR Municipal Contribution	32000.00
Fine Print	4/25/25	Business Cards & Name Plate	68.90
Municipal Authority of CL	4/25/25	Water	303.95
Tri-County Industries	4/30/25	Garbage	105.00
U.S. Postal Service	4/30/25	P.O. Box Rental	120.00
Verdantes/CT Consultants	4/10/25	Consulting	1865.00
Powell's Sanitation Service	4/13/25	Monthly Handicap Unit	190.00

- Motion was made by Penny Monahan and seconded by Mario DeBlasio to pay all bills with the exception of Ralston's. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh ABSTAIN, Jeannie Trudell, Y. Unanimously approved. Motion carried.
- Motion was made by Penny Monahan and seconded by Jim Ross to pay Ralston's Hardware bill. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh ABSTAIN, Jeannie Trudell Y. Unanimously approved. Motion carried.

Visitors: Cora and Anita wanted to know if the Borough has any money for their committee. They don't have any money left from donations. They are concerned about spring planting. They would like to replace the planters. Dick and Penny let the committee know they would look into allotting some funds for next year.

The committee was under the impression they were part of the Borough – but Penny and Dick assured them they are not. Tax payer money cannot be used for donations. Mario and Dick discussed the possibility of the Borough purchasing the planters and allowing the Beautification committee to plant in them.

Reports by Standing Committees:

Revitalization:

Countywide Parks, Recreation, and Open Space Plan – Crawford County has announced a new initiative to support the development of new park facilities throughout the county. The Revitalization Committee is suggesting that the

county consider funding for a new fenced, minimal maintenance, concrete court with basketball hoops, tennis and pickleball nets, benches, and drinking fountains. We expect the county to open a grant announcement for this program very soon.

On-going Betterment Project – The Borough will be receiving new ADA ramps at all Water Street intersections except 2nd Street. Many of the storm drains will be cleaned and flushed, and new street level grates will be replaced with bicycle safe designs. Water Street will be repaved. PennDOT has committed to replacing the existing underground vehicle sensing loops at 1st Street, and if necessary, at 3rd & 4th Street intersections if the contracting for new traffic signal replacements gets delayed until next year.

Green Light Go (GLG) Project for traffic signals at 3rd and 4th Streets – Bill is putting together the next request for reimbursement from PennDOT. He sent Kristen a spreadsheet listing the copies of cancelled checks for payments under this project. Kristen will provide this information as it becomes available.

The preliminary design plans will soon be coordinated with PennDOT for review and approval and/or any revisions if necessary. This plan includes vehicle sensing cameras for 3rd, 4th, and 2nd Street if funding allows. The total budget for this project is \$839,670.00, which includes the GLG Grant, the LSA Grant, and a \$10,000.00 CLCDC donation. For comparison purposes, we spend \$281,582.10 on upgrading these signals at 2nd Street.

Local Share Account Grant Application– Preliminary engineering design plans will soon be coordinated with PennDOT for review and approval and/or any revisions if necessary.

The new Green Light Go (GLG) Grant for traffic signals at 1st Street – The design for this project will be completed early next year, and construction is expected to commence in 2026.

Dick requested that council be given a copy of the plans that CT Consultants will be providing to PennDOT. Bill stated that the plans are preliminary and need to go to PennDOT for changes and approval. When the plans are finalized, Bill stated that council can then have a copy of the plans.

Penny wanted to make sure that any bids be opened during council meetings.

Public Works: Dick would like to push the seal coat work back so that it doesn't interfere with the Betterment Project. Brian informed council that work will be beginning on the paving

Finance: Penny discussed the fact that the Borough has until 2027 to finish the streets project. Mario questioned whether or not the Borough has the money to match the grants.

Beach: Jim and Brian informed council that they have been working on re-aligning the dock spaces. Jim noted that the revenue seems to be down a little at this point. Bill and Penny noted that the revenue seems comparable to prior years at this point. Hopefully, the remainder will be rented by the start of the season.

There was discussion of opening the bathhouse at Fireman's Beach for the Easter Egg Hunt. Brian and Jim Ross agreed to make sure it will be opened and closed for the event. This is a temporary opening.

Jim Ross had requested that Brian look into replacing the ground mulch for the playground. Brian had gotten some pricing but will go out to look at the mulch before purchasing to make sure the quality is appropriate for a playground.

New signs and bumpers have been ordered.

Dick would like for Brian to help people repair their docks if needed

Property: Steve Venarre was not present to discuss the non-payment issue of the concession stand. But, did send a letter to Kristen to be given to council for discussion. Steve proposed paying \$50.00/week until back balance (including this summer's rent) is caught up. He is hopeful they will have a prosperous season. If the season does not go well, he would be willing to sell the equipment to pay off the debt.

Dick asked council if they would like to refer this to the beach committee for discussion or if council would like to open it up for discussion and make a decision now.

- **Mario made a motion that council agrees to the payments with the caveat that if Steve misses any payments, he has five days to correct it or he vacates immediately. Penny proposed that an agreement be drawn up by Matt Jordan. There will be a lien put on the equipment as collateral for nonpayment of all arrears. Penny proposed that an agreement be drawn up by Matt Jordan. Jim Ross seconded the motion.**

- **Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge N, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Jeannie Trudell Y. Motion carried.**

Personnel: Zoning Hearing Board vacancy – Dick stated there is still a vacancy and asked for suggestions. A ninety day personnel review for Kristen Barbaro was performed by Jim Ross, Dick Holabaugh, and Penny Monahan.

- **Jim Ross made a motion that Kristen receive a \$.50/hour raise retro back to the three month anniversary date. Mario DeBlasio wanted to add that Kristen and Brian Leuthold receive a cell phone allowance of \$40.00/month retro to the time they became employed. Penny Monahan seconded the motion.**
- **Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Jeannie Trudell Y. Unanimously approved. Motion carried.**

Public Safety: The Mayor gave the police and fire call report, he noted at total of 109 calls with 35 calls in the Borough. Police calls within the Borough consisted of 0 MVA's, 4 suspicious activities, 6 assists, 15 traffic stops, 4 alarms, 2 disturbance, 0 mental health, 0 animal lost and found, 2 theft, 0 domestic, 0 parking complaint, 0 criminal mischief, 1 animal complaint, 1 harrassment, and 6 requests for officer. There was discussion about Linesville becoming part of the regional police department. More information will be forthcoming.

CLCDC: Still waiting for decision on Wooly Mammoth approach sidewalk grant application.

The CLCDC has hired Blooming Valley Landscape to clean up the Fireman's Beach rain garden beds. They will remove overgrown ornamental grasses, weed, and place new mulch down. They started work last week. They will also do the same for the planting beds at the entrance to the beach and the 10 – 12 individual trees around the parking lot. Once all springtime work is done, they will come back in July to do a mid-season cleanup. The value of this CLCDC donation to the Borough is \$7125.00.

The CLCDC is renewing its financial support for the NWPA Mobility Alliance bicycle rideshare facilities at the Conneaut Lake Trailhead behind the winery. This donation will support the software & system that tracks the location of the rented bicycles. The value of this donation to the community is \$1200.00

New Business – Beautification Committee – already addressed
Update of Flag program – Penny, Jim, and Dick met with Dave White to discuss plans for implementing the flag program. There are questions about how and where to place the flags on the existing poles. This program will not be implemented until 2026. There will be further discussion down the road.

Old Business – Resolution 5-2025 – Dick stated that there have been multiple suggestions regarding this resolution. In the meantime, Dick suggested that the suggestions be submitted for consideration and addressed again at the May meeting.

Correspondence - None

Public Comments: None

The council April session was adjourned at 9:05 p.m.

Respectfully submitted,

Kristen Barbaro
Secretary/Treasurer
Borough of Conneaut Lake