

**The Borough of Conneaut Lake
Minutes
Conneaut Lake Town Hall
January 8, 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, Jim Tigri – Mayor, Jim Donnachie – Public Works Supervisor, Brenda Braden and Kristen Barbaro – Secretary/Treasurer, Matt Jorden – Solicitor, and Mario DeBlasio and John Chuey via phone.

Members Absent: Ryan Lang

Visitors present:

Bob Disko – Festival of Arts and Pumpkin Fest, Christine Morian, Julia Catalino, Jeannie Trudell

Approval of Prior Meeting Minutes:

The monthly minutes from the December 2024 meeting were presented for review and approval.

- **Motion was made by Mario DeBlasio and seconded by John Chuey to approve the December minutes as presented. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Ryan Lang AB. Unanimously approved. Motion carried.**

Authorization to Pay Bills:

The monthly bills were presented for review and discussion.

<u>BILLS PAID GENERAL FUND</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Bill Eldridge	12/11/2024	29245	VOID: Reimbursement for Flags for Fireman's Beach	0.00
DeSantis Janitor Supply Co.	12/11/2024	29246	toilet tissue, ice melt & water	196.39
Gary Johnson	12/11/2024	29247	Mileage - November	40.20
Harned Oil	12/11/2024	29256	65370U &/or 73563V	15.95
Jam-Son Properties	12/11/2024	29248	August cleaning srvc	200.00
James Donnachie	12/11/2024	29249	phone	40.00
Jorden Law Group	12/11/2024	29257	Solicitor Services	351.00
Lakeland Aggregates	12/11/2024	29250	4.31 ton antiskid	47.41
Marquette Savings Bank	01/02/2025	EFT	Loan payment - December	2,142.04
Municipal Authority of CL	12/11/2024	29251	Armstrong 50%	124.57
	12/11/2024	29255	sewer/water	303.95
NAPA Superior Auto Supply	12/11/2024	29252	50790	31.98
PA Dept of Labor & Industry-E	12/27/2024	29264	Elevator Permit - 4 yr	180.35
Penn Power Co.	12/27/2024	29265		724.83
Powell's Sanitation Service	12/11/2024	29253	Monthly Hcap Unit @ Bathhouse	190.00
Ralstons	12/27/2024	29266	public works supplies	102.21
Sadsbury Township	12/27/2024	29267	IHP street lights electric 2024	354.83
Stephenson Equipment, Inc.	12/11/2024	29254		597.63
Weber Electric	12/27/2024	29268	GFW	47.10
WEX BANK	01/03/2025	EFT	1960-00-120530-1	292.11

Wilkins Co. Inc.	12/11/2024	29260	Service - check zone issue, replace contact housing	315.00
	12/27/2024	29269	Alarm Monitoring - Cust # 2527 Acct# 0163499	<u>195.00</u>
				<u>6,492.55</u>

<u>CLCDC</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
	12/11/2024	1133	Reimbursement for Flags for Fireman's Beach	<u>103.11</u>

<u>STATE FUND</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Penn Power Co.	12/27/2024	227	Main St Street Lights	<u>1070.30</u>

PAYROLL

<u>Employee Name</u>	<u>Date</u>	<u>Number</u>	<u>Payroll Item</u>	<u>Amount</u>
Barbaro, Kristen	12/27/2024	29261	Secretary	258.50
Braden, Brenda	12/27/2024	EFT	Secretary	1188.26
Donnachie, James	12/27/2024	EFT	Street Commissioner	<u>2311.56</u>
				<u>3758.32</u>

UNPAID BILLS GENERAL FUND

	<u>Date</u>	<u>Num</u>		<u>Amount</u>
National Fuel	12/12/2024	EFT	Gas	105.87

- **Motion was made by Penny Monahan and seconded by Jim Ross 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, Ryan Lang AB. Unanimously approved. Motion carried.**
- **Motion was made by Penny Monahan and seconded by John Chuey 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, Ryan Lang AB. Unanimously approved. Motion carried.**

Visitors

Bob Disko spoke about doing a Festival of Arts on July 5th & 6th and again on the weekend of Pumpkin Fest. Asked to use various Borough properties – including Town Hall, Fireman's Beach beyond the Woolly Mammoth, Line Street parking Possible closing of 2nd Street for food trucks. Mario recommended approval pending discussion with property committee. Maybe options other than Borough properties. There was lengthy discussion about other options. John Chuey suggested a weekend other than 4th of July.

- **Motion was made by John Chuey, but failed due to no second motion made.**
- **Motion was made to table the discussion until Bob has time to work with the Property Committee on other property options by Jim Ross and seconded by Penny Monahan. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey N, Penny Monahan Y, Richard Holabaugh Y, Ryan Lang AB. Unanimously approved. Motion carried.**

Jeannie Trudell commented that last year the borough bought a new mower and a side by side. Why weren't they purchased in two separate years instead of in the same year.

Standing Committees:

Community Action

Revitalization Update – Bill Eldridge reported on 3 Grant Funded Borough projects as follows:

Local Share Account – The work to be done under this grant will support new decorative light poles on the North side of Water Street between 3rd and 4th Streets, and the relocation of overhead wires. This is a possibility that some of this work could count as match for our Green Light Go project.

Green Light Go 3rd & 4th Streets – Our first request for reimbursement from PennDOT was completed and we should be receiving the first installment of \$12,565.86 into the Borough Green Light Go account. Verdantes Engineers area working with PennDOT to determine how the overlapping construction and expenses will be managed between our grant and the larger Betterment Project.

Green Light Go 1st Street – No change, the plan is still to pursue the construction related to the installment of new traffic signals at 1st Street during construction year 2026.

Public Works: Jim Donnachie spoke about the Seal Coat Bid. He asked council if there is money in the budget for tar and chip. Jim Ross and Penny Monahan said there is. Penny Monahan said there is approximately \$22,000 in the budget for it. Jim ordered another load of salt. There was a flat tire on the dump truck and damage to the salt spreader, Jim tried to fix it but has a quote for rebuilding the spreader.

- **Motion by Mario DeBlasio to repair the salt spreader and seconded by John Chuey. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Ryan Lang AB. Unanimously approved. Motion carried.**

Jim Donnachie formally gave his resignation.

- **Motion by Mario DeBlasio and seconded by Jim Ross. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Ryan Lang AB. Unanimously approved. Motion carried.**

Finance: Penny Monahan remarked that the budget had been approved. Bill Eldridge asked to speak about the financial results of 2024. He felt it is necessary to discuss in light of the personal accusations made against him. Bill asked everyone to please note the Borough received \$230,000 from the CLCDC & the Pennsylvania Green Light Go grant.

Beach: John Chuey spoke briefly about the ducks staying off the beach. All repairs have been completed. Penny Monahan stated that the dock letters have all been sent out by Christine Morian.

Property:

The Dollar General proposal was discussed by Gary Johnson. He proposed to council that the Planning Committee hold an open meeting for general public input to begin with.

Personnel:

A member of the current Zoning Hearing Board has opted not to accept another appointment. Dick Holabaugh asked council members for outreach to find a new member, with appointments to take place in January. Council is required to reappoint the two remaining members Don Ellis and Mike Krepps

- **Motion by Mario DeBlasio and seconded by John Chuey. Motion Unanimously approved.**

Open Records Officer – Penny Monahan stated that the new Secretary needs to be appointed.

- **Motion by Mario DeBlasio and seconded by Jim Ross. Motion Unanimously approved.**

Public Safety:

The Mayor James Tigri 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, 1 suspicious activities, 8 assists, 13 traffic stops, 2 alarms, 0 disturbance, 2 mental health, 2 animal lost and found, 0 theft, 0 domestic, 0 parking complaint, 0 criminal mischief, 0 harrassments, and 7 requests for officer. The police assisted PASP, FBI, Crawford County Sheriff, West Mead PD, and Linesville PD

CLCDC:

Bill Eldridge reported no update to provide at this time.

New Business

Conneaut Lake Area Business Association applications for approval of two events was discussed. The events are the Festival of Arts July 5 & 6, 2025; and Pumpkin Fest Related Activities October 10, 11, & 12, 2025.

- **Motion was made to table the discussion until Bob has time to work with the Property Committee on other property options by John Chuey and seconded by Bill Eldridge. Unanimously approved. Motion carried.**

Old Business - None

Correspondence:

Beginning on January 1, 2025, the bidding thresholds for boroughs will be as follows:

- Purchases and contracts below \$12,900 require no formal bidding or written/telephonic quotations.
- Purchases and contracts between \$12,900 and \$23,800 require three written/telephonic quotations.
- Purchases and contracts over \$23,800 require formal bidding.

Public Comments: Christine Morian requested that Bob Disko be able to make arrangements with Property Committee to meet about the Festival of Arts and Pumpkin Fest.

Jeannie Trudell commented the cost of the annual tax audit. Dick Holabaugh deferred to the Finance Committee and he will have them review it. She also mentioned that last year the borough bought a new mower and a side by side. Why weren't they purchased in two separate years instead of in the same year.

- **Motion by Penny Monohan at 8:16 p.m. to go in to executive session for personnel and legal matters. Motion second by Jim Ross. Ryan Lang AB. Unanimously approved. Motion carried.**
- **Motion by Mario DeBlasio at 8:51 p.m. to close the executive session. Motion second by Jim Ross. Ryan Lang AB. Unanimously approved. Motion carried.**
- **Motion by Mario DeBlasio to adjourn the January 2025 meeting. Motion second by Jim Ross. Ryan Lang AB. Unanimously approved. Motion carried.**

The January council session was adjourned at 9:01 p.m.

Respectfully submitted,

Kristen Barbaro
Secretary/Treasurer
Borough of Conneaut Lake