

**The Borough of Conneaut Lake
Minutes
Conneaut Lake Town Hall
May 14, 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 Jorden, John Chuey via phone.

Visitors present:

Approval of Prior Meeting Minutes:

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

Bill Eldridge stated that there needed to be a correction because he did not approve the motion made regarding Steve Vennare.

- **Motion was made by Mario DeBlasio to approve the April minutes as amended and seconded by Penny Monahan. Motion carried.**

BILLS PAID

The monthly bills were presented for review and discussion.

	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
Brian Leuthold	05/29/2025	29441	Reimbursement for supplies	99.58
Capital One - Walmart	05/14/2025	29439	Various office & Beach Supplies	373.16
Conneaut Lake Joint Municipal Authority	05/22/2025	29424	1/2 Armstrong Bill	124.57
DeSantis Janitor Supply Co.	05/22/2025	29425	Beach and Office Supplies	84.24
Hagan Business Machines of Meadville	05/22/2025	29426	Final Payment for Copier Contract	9.44
Jam-Son Properties	05/09/2025	29414	Janitorial	200.00
Jorden Law Group	05/22/2025	29427	Monthly Solicitor Charges	850.50
Marquette Savings Bank	05/14/2025	29421	Loan	2,142.04
Meadville Tribune	05/09/2025	29415	Audit Publication	132.00
Municipal Authority of Conneaut Lake	05/09/2025	29416	Water	303.95
National Fuel	05/22/2025	29428	Gas	244.25
Penn Power Co.	05/22/2025	29429	Electric	216.99
Powell's Sanitation Service	05/09/2025	29417	Monthly Hcap Unit @ Bathhouse	190.00
	05/22/2025	29430	Additional Beach Units	2,095.67
Ralstons	05/22/2025	29431	Various Supplies	263.40
Sadsbury Township	05/09/2025	29418	Joint seal coat bid legal notice cost share	30.47
U.S. Bank Equipment Finance	05/22/2025	29432	New Copier Contract Monthly Payment	195.00
VISA - TCM Bank NA	05/09/2025	EFT	Various Supplies, Conference	1,254.58
			TOTAL	8,809.84

BILLS PAID CLCDC FUND

	<u>Date</u>		<u>Memo</u>	<u>Amount</u>
Crawford County Convention & Visitors Bureau	5/22/2025		Membership	95.00

BILLS PAID STATE FUND

Date

Memo

Amount

UNPAID BILLS

Name	Memo	Due Date	Amount
Brian Leuthold	052825	06/16/2025	13.99
Harned Oil	73563V	06/10/2025	16.95
Jam-Son Properties	Janitorial	06/10/2025	200.00
Lake View Ford, Inc.	Repairs	06/11/2025	314.29
Marquette Savings Bank	Loan	06/14/2025	2,142.04
Municipal Authority of Conneaut Lake	0531-1	06/11/2025	71.59
	053200	06/11/2025	71.59
	006200	06/11/2025	160.77
Penn Power Co.	395 High StTown Hall	06/12/2025	141.04
	State St Traffic Sig	06/12/2025	32.75
	Main St Street Light	06/14/2025	1,214.16
	N 3rd St Gar	06/14/2025	97.35
	4th St Traffic light	06/14/2025	44.04
	Picnic Shelter	06/14/2025	37.46
	N 3rd St Traffic lig	06/14/2025	46.46
Powell's Sanitation Service	39983	06/11/2025	300.00
Verdantas/CT Consultants, Inc	253261	05/30/2025	3,400.00
		TOTAL	8,304.48

- **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 John Chuey to pay Ralston's Hardware bill. Roll call vote: Mario DeBlasio Y, Bill Eldridge Y, Jim Ross Y, Penny Monahan Y, Richard Holabaugh ABSTAIN, Jeannie Trudell Y. Unanimously approved. Motion carried.**

Visitors: None**Reports by Standing Committees:****Revitalization:**

On-going Betterment Project – We continue to coordinate our planned Water Street improvement projects with PennDOT. They have recently decided to install new underground vehicle sensing loops for traffic signal control at both 3rd and 4th Street intersections and also at 1st Street as previously reported. This will be done to allow control of existing signals until new equipment is installed under the Green Light Go projects. They also decided that it would be cost prohibitive to replace the damaged curbing on the North side of Water Street between 3rd and 4th as previously promised. This will impact on our Local Share Account project plans. They are, however, going to install the new ADA ramps as promised at the 3rd and 4th Street intersections, and other Water Street crossings not controlled by traffic signals.

Green Light Go (GLG) Project for traffic signals at 3rd and 4th Streets – The next request for reimbursement from PennDOT which amounts to \$20,544.00 is on hold, pending more documentation to confirm the payments have been processed.

The construction design plans are incomplete due to a delay in receiving the Betterment Project plans for ADA ramps at 4th Street. Verdantas predicts that preliminary plans will be available for Borough review and PennDOT approval in June. Advertising for construction could follow afterwards allowing award in July. Construction of the signal pole bases, and conduit infrastructure can begin soon after that, but obtaining the signal poles and traffic lights quickly will likely be delayed due to a current backlog.

Local Share Account Grant Application- Preliminary engineering design plans will be re-evaluated due to the cancellation by PennDOT of replacing the curbing on the North side of Water Street between 3rd & 4th. Verdantas will re-consider whether it is feasible to place the new decorative streetlights in that location before the curbing issues are resolved.

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.

Public Works:

Finance: Penny reported on the balances of total checking and savings accounts.

Beach: There was discussion of the remaining unrented boat docks. It was decided to purchase a sign – Docks Available.

- **Motion was made by Mario DeBlasio and seconded by John Chuey approve up to \$300.00 to purchase a sign. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, Jim Ross Y, Penny Monahan Y, Richard Holabaugh Y, Jeannie Trudell Y. Unanimously approved. Motion carried.**

Property: There was discussion about Steve Vennare. Matt Jorden explained that there was confusion on Steve's part about payments being applied to his balance, which Matt clarified. Steve agreed to pay \$50.00 a week and the filing of a UCC1 on the equipment. Mario DeBlasio raised the question of whether or not there is anything in the agreement about Steve paying the attorney fees since he is the one who failed to pay.

- **Mario DeBlasio made a motion and seconded by Bill Eldridge to include Steve Vennare paying the attorney fees in the agreement. Roll call vote: Unanimously approved. Motion carried.**

Dick Holabaugh addressed the pressure washing and carpet cleaning of the Town Hall.

- **Mario DeBlasio made a motion and seconded by John Chuey to allocate up to \$2,000.00 for both. Roll call vote: Mario DeBlasio Y, Bill Eldridge Y, Jim Ross Y, Penny Monahan Y, Richard Holabaugh Y, Jeannie Trudell Y. Unanimously approved. Motion carried.**

Personnel: Zoning Hearing Board Vacancy update – Jim Murphy has verbally accepted the position.

- **Motion was made by Penny Monahan and seconded by Mario DeBlasio to accept. Unanimously approved. Motion carried.**

Jim Ross spoke about Brian Leuthold's ninety day probation period being up. He proposed that Brian receive a \$.50/hour raise.

- **Mario DeBlasio made a motion and seconded by Penny Monahan to approve the \$.50/hour raise. Roll call vote: Mario DeBlasio Y, Bill Eldridge Y, Jim Ross 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 204 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 harrasment, and 6 requests for officer.

CLCDC: The CLDC continues to support the Ernst Trail Connection.

Mario DeBlasio asked Bill Eldridge if the CLCDC is now 501C3 status. Bill said that they have had that status for many years. Mario asked Bill to consider moving the checking account to an independent account instead of under the Borough. There was discussion about the fact that the majority of the CLCDC time and money is spent on projects outside of the Borough. Dick Holabaugh asked what the benefit of having the account under the Borough was for the CLCDC. Bill answered by listing projects that the CLCDC has done. Dick finished by saying that we don't understand the answer.

New Business – Trinity Global Methodist Church is having a concert on the lawn on June 1, 2025 from 2:00pm – 6:00pm and have asked to close Line Street from Second to Third for those hours.

- **Penny Monahan made a motion and seconded by Mario DeBlasio to close Line Street during the hours of the concert. Unanimously approved. Motion carried.**

Julia Catalano spoke about the Veteran Flags and that she and Dick Holabaugh have been out measuring the poles for the flags. There was discussion about which size flags to use.

Old Business – Dick Holabaugh discussed the attempt to help our Project Manager to bring clarity to the Borough on the ongoing projects. The first option is to pass the proposed Resolution that was brought to Council in a previous meeting. The second option is to create an Ordinance defining the duties and give limitations of the Project Manager. The third option is to hire an outside Project Manager.

Motion was made by Mario DeBlasio and seconded by John Chuey that the Borough engage M&M Traffic Consulting to manage finishing the Third and Fourth Street. Roll call vote: Mario DeBlasio Y, Bill Eldridge N, Jim Ross N, Penny Monahan N, Richard Holabaugh Y, Jeannie Trudell Y. Motion carried.

Correspondence - None

Public Comments: None

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

Respectfully submitted,

Kristen Barbaro
Secretary/Treasurer
Borough of Conneaut Lake