

**The Borough of Conneaut Lake  
Minutes  
Conneaut Lake Town Hall  
November 12, 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, Jeannie Trudell, Jim Tigri - Mayor, Brian Leuthold – Public Works Supervisor. Matt Jorden – Solicitor, Mario DeBlasio, John Chuey via Zoom. Kristen Barbaro – Secretary/Treasurer via phone.

**Visitors present:** None

**Approval of Prior Meeting Minutes:**

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

- **Motion was made by Penny Monahan and seconded by Mario DeBlasio to approve the October meeting minutes.**

**BILLS PAID GENERAL FUND**

The monthly bills were presented for review and discussion.

Name	Date	Memo	Amount
Paul Free		Refund for Zoning Hearing Deposit	171.40
Golden Dawn		Balance Due	1.46
Marquette Savings		Loan Payment	2142.04
PSAB Retirement Fund	10/09/2025	Retirement Fund Obligation	15,367.21
Samantha Snodgrass	10/09/2025	Refund for Town Hall Rental	50.00
Brian Leuthold	10/15/2025	Mileage for training, Paint, Janitorial	284.53
DreamHost	10/16/2025	CLCDC Web Host (Refunded from CLCDC)	347.88
Penn Power Co.	10/16/2025	Acct# 110 004 634 850 - N 2nd St Picnic Shelter	41.12
	10/16/2025	Acct# 110 004 631 062 - N 3rd St Gar	69.96
	10/16/2025	Acct# 110 004 638 224 - N 3rd St Traffic Light	46.25
	10/16/2025	Acct# 110 004 631 955 - 4th Street Traffic Light	44.13
Encova Insurance	10/17/2025	Workers Comp Insurance	946.00
Meadville Tribune	10/17/2025	Paul Free Zoning Hearing	185.00
Municipal Authority of Conneaut Lake	10/17/2025	Telephone/Internet	124.57
National Fuel	10/17/2025	Gas	53.72
PA Municipal	10/17/2025	Freight Charges	44.84
Powell's Sanitation Service	10/17/2025	Handicapped Units	360.00
PSAB	10/17/2025	Association and Membership dues	228.00
Ralstons	10/17/2025	Starter Fluid, Bug Spray, Cotter Pins, Bulbs	37.28
Association of Mayors of the Boroughs of	11/03/2025	Membership Dues	50.00
	11/03/2025	Refund for Town Hall Rental	50.00
Betsy Tingley.	11/03/2025	Town Hall Repairs - Elevator, Float Switch	89.95
Brian Leuthold	11/03/2025	Town Hall Repairs - Elevator, Float Switch	89.95
Conneaut Lake Regional Police Dept.	11/03/2025	Municipal Allocation	32,000.00

DeSantis Janitor Supply Co.	11/03/2025	Ice Melt	89.80
Jam-Son Properties	11/03/2025	Janitorial Services	200.00
Municipal Authority of Conneaut Lake	11/03/2025	Water	303.95
PSAB	11/03/2025	Membership Dues	45.00
<b>TOTAL</b>			<b>53,374.09</b>

**BILLS PAID STATE FUND**

<u>Name</u>	<u>Memo</u>	<u>Date</u>	<u>Amount</u>
None			

**BILLS PAID CLCDC**

<u>Name</u>	<u>Memo</u>	<u>Due Date</u>	<u>Amount</u>
None			

**UNPAID BILLS**

<u>Name</u>	<u>Due Date</u>	<u>Memo</u>	<u>Amount Due</u>
Compass Minerals	11/29/2025	Bulk Highway Salt	1,614.74
CourseVector, LLC	12/01/2025	Website Hosting	126.82
DeSantis Janitor Supply Co.	11/29/2025	Paper Towels, Water, Labels	72.81
Harned Oil	11/30/2025	Oil	119.80
Marquette Savings Bank	11/14/2025	Loan Payment	2,142.04
National Fuel	11/12/2025	Gas for Town Hall & Garage	160.32
PBSA - PA Borough Solicitors Association	11/21/2025	Solicitor Membership Dues	250.00
Verdantas	11/06/2025	Consulting Fees	8,247.00
			<b>12,733.53</b>

- **Motion was made by John Chuey and seconded by Mario DeBlasio to pay all bills. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Jeannie Trudell, Y. Motion carried.**

**Scheduled Visitors:** None

**Reports by Standing Committees:**

**Public Works:** Brian Leuthold updated Council on what he has been working on. The truck is being inspected on November 20<sup>th</sup>, he received road salt, the traffic light filters have been replaced, the crosswalk signals have been covered, and the beach has been winterized. The launch docks are ready to be pulled and he is waiting on Sadsbury to assist.

**Finance:** Penny Monahan reported on the Borough Assets – General Cash \$84,938.75, Capital Projects \$107,508.12, Liquid Fuels \$19,500.18 for a total of \$211,947.05 in checking and savings. Various CD's \$118,162.19 for a total of Current Assets of \$330,109.24.

Jim Ross presented the 2026 proposed budget to Council. He reported that there will be no tax increase for 2026. Discussion followed about approving the draft budget in order to be able to advertise in the newspaper that it is available for viewing for ten (10) days.

- **Motion was made by Mario DeBlasio and seconded by John Chuey to approved the proposed budget. 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.**

**Beach:** John Chuey asked Brian Leuthold if the electric has been shut off in the concession stand. Brian responded that he has not been directed to shut off the electric.

There was discussion about whether or not to renew the lease with Steve Vennare.

- **Motion was made by Mario DeBlasio and seconded by John Chuey to authorized Matt Jorden pursue to any and all legal action against Steve Vennare for the remainder of money owed to the Borough as per the lease agreement. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan Y, Richard Holabaugh Y, Jeannie Trudell, Y. Motion carried.**

**Property:** Jim Ross gave an update on security for Town Hall. Because of the high cost of updating the security system, Jim proposed that council invest in ring cameras for each of the doors. Mario DeBlasio offered to donate the ring cameras.

**Personnel:** None

**Public Safety:** Police & CLVFD – Total calls YTD – 2248. Total calls from September 28, 2025 – November 1, 2025. Total for Conneaut Lake – 50. Mayor Tigri discussed the fraud issue currently with people telling business owners to take their money and go to Dollar General and buy gift cards. He wants to make the public aware of this and recommended that they turn those people away.

**Solid Waste, Water, Sewage:** Richard Holabaugh and Mario DeBlasio gave an update on the rate increases and updating software for the Municipality. Mario stated that he is available for any questions. He gave his permission to the Borough Secretary and the Municipal Secretary to give his cell phone number to anyone who has questions.

**CLCDC:** Bill Eldridge reported that the CLCDC is excited to announce the 10<sup>th</sup> anniversary of the Ice House Festival that will take place Saturday, December 6, 2025.

**Revitalization:** Richard Holabaugh gave an update on the Green Light Go project. He reported that the plans have been going back and forth between Verdantas and PennDOT and that PennDOT has not been happy with the plans so far. He reported that Monday Verdantas had sent the plans back to PennDOT and hopefully they will approve them this time. Bill Eldridge made a request to provide him with the Request for Proposals when they are available. Richard Holabaugh stated that everyone on Council will receive that information. Richard Holabaugh stated that all bids will come to the Borough Office and will be opened at a public meeting.

- **Motion was made by Mario DeBlasio to approve a contract with MM Consulting retroactive back to the date of the signing of the contract. Motion failed due to lack of a second.**

**New Business -** Richard Holabaugh gave an update on the Joint Police Force agreement between Sadsbury Township, Linesville Borough and Conneaut Lake Borough.

- **Motion was made by Mario DeBlasio and seconded by John Chuey to approve the agreement between Sadsbury Township, Linesville Borough, and Conneaut Lake Borough. Roll call vote: Jim Ross Y, Mario DeBlasio Y, Bill Eldridge Y, John Chuey Y, Penny Monahan N, Richard Holabaugh Y, Jeannie Trudell, Y. Motion carried.**

Santa Clause is Coming to Town – Friday, December 5, 2025.

- **Motion was made by Penny Monahan and seconded by John Chuey to approve the use of Town Hall for Santa Clause is Coming to Town. Unanimously approved.**

**Old Business** – None

**Correspondence** – None

**Public Comments** – Jim Murphy discussed Toyota gives money every year to a cause. He asked the public to stop by the Toyota Dealership and vote for the Fire Department.

Julia Catalano spoke about Veterans Day. She discussed the military banners.

- **Motion was made by Penny Monahan and seconded by Mario DeBlasion to adjourn the November meeting. Unanimously approved. Motion carried.**

**The November council session was adjourned at 8:35 p.m.**

Respectfully,

Kristen Barbaro  
Secretary/Treasurer  
Borough of Conneaut Lake