

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

**Members Absent:** John Chuey

**Visitors present:** Nate Hetrick– Fall/Halloween Street Party update.

**Approval of Prior Meeting Minutes:**

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

- **Motion was made by Penny Monahan and seconded by Bill Eldridge to approve the September meeting minutes upon the addition of CLCDC report.**

**BILLS PAID GENERAL FUND**

The monthly bills were presented for review and discussion.

<u>Name</u>	<u>Date</u>	<u>Memo</u>	<u>Amount</u>
Carter Lumber	09/16/2025	Quickrete Mortar Repair	11.98
Crawford Co. Treasurer	09/16/2025	Per Capita Printing & Shipping Reimb.	172.23
Jorden Law Group	09/16/2025	Monthly Solicitor Bill	418.50
Mark A Johnson Electrical Contracting	09/16/2025	Labor & Bucket Truck for Signal Repairs	275.00
Marquette Savings Bank	09/16/2025	Loan	2,142.04
McGill, Power, Bell & Assoc., LLP	09/16/2025	Tax Collector Annual Audit	1,800.00
Microbac Laboratories, Inc.	09/16/2025	Water Testing	200.00
Municipal Authority of CL	09/16/2025	Water for Town Hall, Garage, Beach	303.95
National Fuel	09/16/2025	Gas	9.95
PA Municipal	09/16/2025	Street Signs	119.00
Ralstons	09/16/2025	Paint, Couplings	86.86
Suit-Kote Corporation	09/16/2025	Annual Cold Patch	19,599.51
<b>TOTAL</b>			<b><u>25,139.02</u></b>

**BILLS PAID STATE FUND**

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

**BILLS PAID CLCDC**

Name	Memo	Due Date	Amount
None			

**UNPAID BILLS**

Name	Due Date	Memo	Open Balance
Brian Leuthold	10/10/2025	Mileage Reimbursement for Training	48.30
Capital One - Walmart	10/14/2025	Slime Seal, Plastic Cutlery	37.55
DeSantis Janitor Supply Co.	10/25/2025	Water, Paper Towels, Disposable Gloves, Insecticide	163.07
Jam-Son Properties	10/10/2025	Janitorial Services	200.00
Microbac Laboratories, Inc.	10/15/2025	Water Testing	100.00
	10/25/2025	Water Testing	100.00
MM Traffic Consulting, LLC	10/04/2025	Consulting Services 7/9 - 9/24	600.00
Municipal Authority of CL	10/25/2025	Water - Borough Building	160.77
	10/25/2025	Water - Concession Stand	71.59
	10/25/2025	Water - Garage	71.59
PA Municipal	10/11/2025	Shipping Charge for Signs Previously Purchased	22.41
Penn Power Co.	10/14/2025	395 High Street	153.96
	10/16/2025	Street Light - Main St	1,224.02
	10/16/2025	N. 3rd Street Garage	69.96
	10/16/2025	4th Street Traffic Light	44.13
	10/16/2025	Picnic Shelter	41.12
	10/16/2025	N. 3rd Street Traffic Light	46.25
Tri-County Industries	10/25/2025	Waste Removal Services	105.00
U.S. Bank Equipment Finance	10/11/2025	Copier Lease	166.30
VISA - TCM Bank NA	10/09/2025	Pinwheels, Rekeying Cylinders, Flags, Stamps	302.90
Willow Reporting Service	09/29/2025	Zoning Board Hearing Reporter	250.00
<b>TOTAL</b>			<b>3,978.92</b>

- **Motion was made by Jim Ross and seconded by Penny Monahan 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:** Nate Hetrick – Halloween Street Party. It was decided to block off South 1<sup>st</sup> Street to Strawberry Alley instead of Water Street. Nate stated that several businesses will be supporting the event.

- **Motion was made by Bill Eldridge and seconded by Jim Ross to approve the event. Unanimously approved. Motion carried.**

Bill Wenger – Purple Martin House. Bill is concerned that the trees surrounding the Purple Martin House are beginning to infringe upon the access for the birds to enter the house. He is looking for options to insure future access. It was decided that the surrounding trees will be trimmed as needed.

### **Reports by Standing Committees:**

**Public Works:** Brian Leuthold reported that he has been busy preparing for winter.

Bouys for the beach have been ordered.

Brian addressed the PA One Call system. Currently Bob Morrow from the Municipal Authority is the only contract. Brian would like to be added to the contacts. Dick said he would speak to Bob Morrow about what he thinks is the best way to handle it.

Brian will work with Sadsbury Township to remove the boat ramp.

**Finance:** Penny Monahan reported on the Borough Assets – General Cash \$78,515.84 + Boro Equipment Fund \$2,337.35 = Total General Cash \$80,853.19. Capital Projects \$107,816.40, Liquid Fuels \$39,085.86, Various CD's \$118,162.19, Total Assets \$345,917.64. From January – September, total revenue \$440,396.84 and total expenses \$341,364.51.

Penny also reported that the Borough received a clean Liquid Fuels audit this month from the Auditor General.

**Beach:** Jim Ross gave the update on the beach. He stated that the beach committee decided to raise dock rental rates. Parking, launch, pavilion fees will remain the same. There will be an additional jet ski dock for rent.

Jim stated that the beach committee would like to replace all of the hinges on the metal docks. Jim said the finance committee suggested they be purchased in this fiscal year since there is money available now.

- **Motion was made by Mario DeBlasio and seconded by Penny Monahan to approve up to \$3,500 for the purchase of the hinges and hardware for all of the docks as well as paying someone to assist Brian. 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:** Health & Safety Update – Jim Ross reported that he is still waiting on two quotes regarding updating the security of the Borough office. Brian Leuthold reported that the free thirty day trial will expire soon and the Borough will need to pay a nominal monthly fee. Mario DeBlasio suggested council approve the monthly subscription rate. That way, if something changes down the road, the monthly subscription will just be discontinued.

**Personnel:** None

**Public Safety:** Police & CLVFD - Total calls YTD – 1980. Total calls from August 31, 2025 – September 27, 2025 - 224. Total for Conneaut Lake – 45.

Dick Holabaugh reported that he signed a document offering to purchase equipment from Linesville Police Department, but hasn't heard back from them.

**Solid Waste, Water, Sewage** – Mayor Tigri reported that the Water Authority meeting will be held on Monday, October 13, 2025. Normally, their meeting is the Monday before the Council Meeting. Therefore, there wasn't anything to report.

**CLCDC:** Bill Eldridge gave an update on the ADA sidewalk extension to the Woolly Mammoth. Bill had received the Sadsbury Township – Small Project Stormwater Management Application.

- **Motion was made by Bill Eldridge and seconded by Penny Monahan to approved the signing of the application. Unanimously approved. Motion carried.**

**Revitalization:** Dick Holabaugh and Penny Monahan gave an update regarding the Green Light Go project. Verdantes has sent the plans to PennDOT and we are waiting to hear from them.

**New Business** - Notice of Litigation between PA Public Utility Commission and Conneaut Lake Park Water Corporation

**Old Business** – None

**Correspondence** – Greg Crawford showed an aerial photograph he had taken of Conneaut Lake if anyone is interested in purchasing a copy.

**Public Comments** – None

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

**The October council session was adjourned at 8:17 p.m.**

Respectfully,

Kristen Barbaro  
Secretary/Treasurer  
Borough of Conneaut Lake