

**The Borough of Conneaut Lake
Minutes
Conneaut Lake Town Hall
January 5, 2026**

Call to Order

Council President opened the regular meeting at 7:14 p.m.

Members in Attendance:

Richard Holabaugh, Penny Monahan, Mario DeBlasio, Jeannie Trudell, Christine Bragg, Nicole Pierce, Jim Tigri – Mayor, Matt Jordan – Solicitor, Brian Leuthold – Public Works Supervisor, Kristen Barbaro – Secretary/Treasurer. John Chuey via Zoom.

Visitors present: None**Approval of Prior Meeting Minutes:**

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

**Motion was made by Mario DeBlasio to approve the December meeting minutes. Unanimously approved.
Motion carried.**

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> |
|--------------------------------------|-------------|---|-----------------|
| CourseVector, LLC | 12/11/2025 | Website Hosting | 141.37 |
| DeSantis Janitor Supply Co. | 12/11/2025 | Trash Can Liners, Ice Melt, Office Supplies | 257.95 |
| | | Sweeper Refills, File Storage Boxes | |
| Encova Insurance | 12/11/2025 | Workers Comp Installment | 1,090.00 |
| Garland's Garage | 12/29/2025 | F550 dump truck tire repair | 40.00 |
| Government Forms & Supplies | 12/11/2025 | General Fund Checks | 230.27 |
| Harned Oil | 12/29/2025 | 65370U &/or 73563V | 99.96 |
| Jorden Law Group | 12/11/2025 | November Board Meeting Attendance | 216.00 |
| Marquette Savings Bank | 12/11/2025 | Loan | 2,142.04 |
| Meadville Tribune | 12/29/2025 | Advertisements | 241.00 |
| Municipal Authority of Conneaut Lake | 12/11/2025 | Water Town Hall & Garage | 220.59 |
| National Fuel | 12/29/2025 | Gas Town Hall & Garage | 305.85 |
| Penn Power Co. | 12/17/2025 | N. 3rd St. Traffic Light & Picnic Shelter | 87.14 |
| | 12/29/2025 | Town Hall | 154.65 |
| Powell's Sanitation Service | 12/11/2025 | Portable Toilet Rental | 190.00 |
| PSAB | 12/11/2025 | Membership Dues | 40.00 |
| U.S. Bank Equipment Finance | 12/29/2025 | Copy Machine | 151.62 |
| Wilkins Co. Inc. | 12/11/2025 | Alarm Monitoring | 195.00 |
| | | TOTAL | 5,803.44 |

BILLS PAID STATE FUND

| Name | Memo | Date | Amount |
|------|------|------|--------|
| None | | | |

BILLS PAID CLCDC

| Name | Memo | Due Date | Amount |
|------|------|----------|--------|
| None | | | |

UNPAID BILLS

| Name | Due Date | Memo | Amount |
|-------------------------------------|------------|--|------------------|
| Compass Minerals | 01/17/2026 | Bulk Highway Course W/YPS 23.94TN | 1,625.53 |
| Conneaut Lake Regional Police Dept. | 01/31/2026 | Municipal Allocation - 1st Qtr 2026 | 31,750.00 |
| DeSantis Janitor Supply Co. | 01/10/2026 | Trash Can Liners, Janitorial Supplies | 182.56 |
| | 01/18/2026 | Ice Melt | 56.30 |
| | 01/18/2026 | Ice Melt | 112.60 |
| Foulkrod & Associates, Inc. | 01/10/2026 | Payroll Conversion to Patriot | 294.80 |
| Jam-Son Properties | 01/10/2026 | December Janitorial Services | 200.00 |
| Jorden Law Group | 01/14/2026 | December Solicitor Fees | 162.00 |
| LB Water Service, Inc | 01/10/2026 | Water Pump for Garage | 201.37 |
| MM Traffic Consulting, LLC | 01/10/2026 | Consulting Fees for 12/4 - 12/31 for GLG Project | 525.00 |
| Municipal Authority of CL | 12/26/2025 | Telephone/Internet | 124.58 |
| Penn Power Co. | 12/31/2025 | BLK LT 0 2nd St | 126.50 |
| | 01/02/2026 | Blk Lt 1 Water St & 1st St | 49.40 |
| | 02/01/2026 | N 2nd St Concession Stand | 132.99 |
| Verdantas | 01/04/2026 | Resubmission of plans to PennDOT | 2,440.00 |
| | | TOTAL | 37,983.63 |

Motion was made by Mario DeBlasio and seconded by Penny Monahan to pay all bills. Unanimously approved. Motion carried.

Scheduled Visitors: None

Reports by Standing Committees

Public Works: Brian Leuthold reported that the pick up truck is having transmission issues and is scheduled to go in for repairs on February 11th. Richard Holabaugh reported that there has been excessive snow and asked Brian to stay on top of ordering salt.

Brian reported that there are three storm grates throughout town that he feels pose a potential danger and need to be replaced. Dick Holabaugh stated that he felt this should be a spring project. Brian stated that he will not receive the

grates until early spring if he orders them now. Mario DeBlasio stated that he feels these need to be replaced as soon as possible and agreed that they pose a potential hazard. He stated he has no issue with Brian running the Public Works department and should be able to order the grates.

Motion made by Mario DeBlasio and seconded by Penny Monahan to order the grates. Roll call vote: Penny Monahan Y, Christine Bragg Y, Mario DeBlasio Y, John Chuey Y, Nicole Bragg Y, Richard Holabaugh Y. Unanimously approved. Motion carried.

Jeannie Trudell left the meeting at 8:00 p.m.

Finance: Penny Monahan reported on the Borough Assets – General Cash \$37,501.18, Capital Projects \$107,527.55, Liquid Fuels \$15,830.98, for a total of \$160,859.71 in checking and savings. Various CD's \$118,162.19 for a total of Current Assets of \$279,021.90.

Penny also reminded council that there is a CD coming due January 26, 2026.

Motion made by Penny Monahan and seconded by John Chuey to allow Kristen Barbaro to renew the expiring CD at the rate specified at the time of renewal. Unanimously approved. Motion carried.

Beach: John Chuey gave an update on the 2026 dock rental fees. The wooden docks will be priced at \$975.00 and the metal docks will be priced at \$1,275.00 for the season. Kristen Barbaro will be sending out dock letters in the next couple of weeks.

Dick Holabaugh addressed the ongoing concession stand rental issue. He asked Matt Jorden if there had been any progress made with Steve Vennare. Matt replied that he didn't feel he received enough information at the last meeting to proceed with the eviction process. Matt asked council to make a motion to proceed with eviction.

There was discussion among council and Matt on how to proceed. Mario DeBlasio recommended that the issue be tabled for another month in order to give Matt time to research the possible actions.

Dick Holabaugh asked council about advertising for a new tenant.

Motion made by Mario DeBlasio and seconded by John Chuey to advertise for a new tenant for the concession stand at a rate of \$225.00 per month at a minimum of one year plus pro rata share of utilities: Unanimously approved. Motion carried.

Motion made by Mario DeBlasio and seconded by John Chuey to accept the new dock rental rates and to accept the revised contract with the provision of renaming the wooden dock areas to "dock space" and the metal docks to "docks A and B spaces". Unanimously approved. Motion carried.

Dick Holabaugh reported that there have been some issues with the water circulators. Mario DeBlasio requested the Brian get pricing on adding more circulators and that a decision be made on whether or not to purchase additional ones by July.

Property: There was more discussion on half day rental of Town Hall.

Motion made by Mario DeBlasio and seconded by John Chuey to inact \$75.00 rental fee for Town Hall for a duration of four hours or less on Monday through Friday 9:00 a.m – 2:00 p.m. Unanimously approved. Motion carried.

Personnel: None

Public Safety: Police & CLVFD – Total calls YTD – 2614. Total calls from November 30, 2025 – December 27, 2025. Total for Conneaut Lake – 31.

Mario DeBlasio addressed the purchase of body cameras for CLRPD. There was a lengthy discussion regarding this matter. Mayor Tigri explained that there is already money in the budget to purchase the cameras.

Solid Waste, Water, Sewage: Mayor Tigri stated there was nothing new to report as the water authority board had not met yet in January. Their meeting is scheduled for January 12th, 2026.

Revitalization: Dick Holabaugh reported on the Green Light Go project. He stated that PennDOT has approved the plans and that PennDOT currently has the plans. Verdantes will forward them to the Borough for review as soon as they are sent back to Verdantes. At that point, the plans will go out for bid. A lengthy discussion ensued regarding this project.

New Business: Mario DeBlasio discussed a proposed Cooperation Agreement between MACL and Conneaut Lake Borough for Brian Leuthold to work for MACL outside of Borough time in order to replace water meters and to assist with automating the meter reading system. MACL will compensate the Borough for any time Brian spends doing work for MACL. Borough will give hourly wage plus 5% to cover costs. Dick Holabaugh asked why Brian wouldn't become a MACL employee. Mario explained that this would be a short term agreement.

Motion made by Mario DeBlasio and seconded by Christine Bragg to approve the cooperative agreement as stated. Roll call vote: Penny Monahan N, Christine Bragg Y, Mario DeBlasio Y, John Chuey N, Nicole Pierce Y, Richard Holabaugh N, Jeannie Trudell AB. Mayor Tigri broke the tie with with a Yes.

Old Business: None

Correspondence: Jim Ross thanked council for the opportunity to serve.

Public Comments: None

Motion was made by Penny Monahan and seconded by John Chuey to adjourn the January meeting. Unanimously approved. Motion carried.

The January council session was adjourned at 9:09 p.m.

Respectfully,

Kristen Barbaro
Secretary/Treasurer
Borough of Conneaut Lake

*I, Christine Monahan, secretary for the Borough of Conneaut Lake, certify that the foregoing is a true & correct copy of the minutes of the 12/10/26 meeting of Borough of Conneaut Lake Council as approved by Borough Council
2/25/26,
Christine Monahan*