

Eagles Mere Borough Minutes

January 2, 2024 Biannual Organizational and Regular Meeting

The Eagles Mere Borough Council meeting was called to order at 7 PM on the above date by Mayor John Brownback with the following Council members in attendance in the room: Lee Middleton, Rick Liebert, Dennis Craig, Kathy McCorkle, Tom Graff, and Jim Way and with Jan Johnson (elect). Street Superintendent Jeremy Moore and Secretary/Treasurer Julie Norton were in attendance.

In the Gallery: Residents Ed Kassab, Bill Feese, Sara Pendleton, Brian Smith, Bob and Renee Writt, Kathy Martin, Liz Johnson, Barb and Bruce Powers, Cathy Coniff, Authority Chair, and Notary Shelly Vest.

The pledge of Allegiance was recited by all in attendance.

Biannual Organizational Meeting

Call to Order-Organizational Meeting: Mayor John Brownback

Notarization of Affidavits of Residence, of Oath of Office, and submission of Financial Responsibility Forms

- forms provided to each Council Member and notarized by Shelly Vest.

Swearing in of Mayor Brownback (Notary Shelly Vest presiding)

Swearing in of Council Members (Mayor Brownback presiding)

Nomination and Election of Council Officers (Mayor Brownback presiding)

- Mayor Brownback called for nominations for the office of Council President. Lee Middleton was nominated. There were no further nominations and the mayor declared Lee Middleton to be elected President of Council.
- Mayor Brownback called for nominations for the office of Council Vice President. Jim Way was nominated. There were no further nominations and the mayor declared Jim Way to be elected Vice President of Council.
- Mayor Brownback called for nominations for the office of Council President Pro Tem. Rick Liebert was nominated. There were no further nominations and the mayor declared Rick Liebert to be elected President Pro Tem of Council.

(Newly re-elected President Lee Middleton presiding)

Election of other appointments:

Vacancy Board Chair -Susan Lee, Zoning Hearing Board – Brian Smith, Ordinance and Zoning Officer – Malory Matje, Right to Know Officer – Julie Norton- Secretary, Sewer Enforcement Officer – Paul Baran with Terri Baran as alternate. Solicitor – McCormick Law Firm, Engineer – Stiffler McGraw, Sullivan County Council of Governments – Julie Norton, Emergency Management Coordinator - Doug Steck, 4th of July Commissioner – EMAA.

Committee Member Appointments (by Council President)

- Finance – Dennis Craig/Chair, Kathy McCorkle, Rick Liebert
- Infrastructure – Jim Way/Chair, Jan Johnson, Dennis Craig
- Personnel – Rick Liebert/Chair, Lee Middleton, Jim Way
- Ordinance – Kathy McCorkle/Chair, Jan Johnson, Tom Graff
- Museum – Kathy McCorkle/Chair, Dennis Craig, Tom Graff
- Website – Rick Liebert/Chair, Lee Middleton, Tom Graff
- County Tax – Lee Middleton

Regular Monthly Meeting

Call to Order-Organizational Meeting: President, Lee Middleton

Motion to Revise the Published Agenda- (if needed) No motion made.

Motion to Re-Open the 2024 budget for further consideration- No motion made.

Public Issues and Comments – Lee shared her concern to give statements only in the comments. Everyone is entitled to give 4 minutes for their comment. Cathy Coniff/Chair of Eagles Mere Authority commented on the proposed amendment of the Accessory building. The Authority is concerned if the sewer can handle the excess input and are looking into whether this will be additional work for Adam. A hook up fee will be an additional charge for accessory buildings. The authorities are gathering all the information they can on the impact of accessory buildings.

Minutes- A motion to approve the minutes of the previous Regular Meeting of December 4, 2023, was made by Dennis Craig, and seconded by Tom Graff apart from changing the date of treasurer’s report to Dec. 4th. All in favor. The motion was approved.

Treasurer’s Report – Interim financial report through December 30, 2023, as distributed with the minutes. Dennis stated we have a surplus of about fifty-thousand dollars. We should finish out the year in good shape. A motion was made to accept the treasurer’s report by Kathy McCorkle and seconded by Rick Liebert. All in favor. The motion was approved.

Open Records Officer:

- There has been one right to know request received and replied to request.

Zoning & Ordinance Officer report:

- 1 application received – Molly Maginnis 106 Fern Lane, Deck addition, approved.

Street Superintendent Report: No report. Jeremy was thanked for his service on the roads.

Mayor’s Report: John Brownback no report.

Emergency Management Coordinator’s report: No Report

Committees:

- **Finance:** The 2024 budget was approved and passed at the December meeting. The Johnson family fund donated a check to the fire company and ambulance association.

- **Museum:** At their December meeting the museum board elected Karen Gardner as vice president and Kathy McCorkle as treasurer of the board. The museum is now closed until spring except for appointments only.
- **Infrastructure:** The borough received a final grant payment for Clay Ave in the amount of \$8605.92. Jim Way/Chair took over Jay Wilkinson's research for paving Laporte Ave. Jay did a great job and is appreciated for the work he has done on this project.
- **Ordinance:** Kathy McCorkle, chair of committee recommends the Amendment to Ordinance No 113 be tabled while the committee does further research. Kathy McCorkle made a motion to table the approval of Amended Ordinance 113 until the February meeting. Rick Liebert seconded the motion. All approved. Motion passed.
- **Personnel:** No report
- **Website:** Updates continue to be made as needed.

Continuing Business- None

New Business:

- Meeting dates and times for 2024.
Council meeting dates: (first Monday unless noted) Feb 5, Mar 4, Apr 1, May 6, Jun 3, July 1, Aug 5, Sep 3 (Tues), Oct 7, Nov 4, Dec 2. All meetings at 7:00 pm in Borough Hall, 915 Laporte Ave., Eagles Mere, PA
- Sharon Smith /Tax Collector is requesting to charge for Tax Certs, duplicate copies and returned checks. The request will go before the ordinance committee.

Workshops/Conferences- Jan has registered for the online course of New Council Member Boot Camp in March.

Payment of Bills- Approval to pay the bills through Dec.31, 2023 apart from Lockard Insurance for the Borough was moved by Dennis Craig and seconded by Tom Graff. All in favor. The motion passed.

Adjournment- The meeting was adjourned by the President at 7:40 pm.

Respectfully Submitted,

Julie Norton
Secretary/Treasurer