

Eagles Mere Borough

AGENDA

January 6, 2025

Biannual Organizational Meeting

Regular Monthly Meeting

Time: 7:00 pm

Louise Middleton/Chair, Jim Way, Dennis Craig, Tom Graff, Kathy McCorkle, Richard Liebert, and Jan Jhonson. Mayor John Brownback. Also present may be Secretary/Treasurer: Julie Norton, Street Superintendent: Jeremy Moore and Zoning Officer: Malory Matje. Invited guest: Notary Shelly Vest.

(For those wishing to participate by phone, the Dial-in access number is 1 605 562 8400 or 1 605 475 4120 and the Participant access code is 2757434#. Please let the Secretary know if you plan to dial in so the call can be set up.)

Per PA Statutes for Boroughs, a quorum consists of only those Council members in the room but Council members attending by Conference Phone may vote once a quorum is established.

Public comments are at the beginning of the meeting and are limited to 3 minutes per resident (unless otherwise stated).

In the Gallery: All residents and visitors are required to sign in when arriving at the meeting. A sign in sheet is by the door.

Biannual Organizational Meeting

Call to Order-Organizational Meeting: Mayor John Brownback

Pledge of Allegiance:

Notarization of Affidavits of Residence:

- Forms provided to each Council Member

Swearing in of Mayor Brownback (Notary Shelly Vest, presiding)

Nomination and Election of Council Officers (Mayor Brownback presiding)

- President
- Vice President
- President Pro Tern

(Newly elected Council President presiding hereafter)

Other Appointments:

- Secretary/Treasurer
- Vacancy Board Chair – Susan Lee
- Zoning Hearing Board (1 appointment) – Doug Rider
- Ordinance and Zoning Officer – Malory Matje
- Right to Know Officer – Julie Norton
- Sewer Enforcement Officer – Paul Baron/Terri Baron
- Solicitor – Chris Kenyen, Esq., McCormick Law Firm
- Engineer – Eric Casanave, P.E., Stiffler McGraw

- Sullivan County Council of Governments – Julie Norton
- Emergency Management Coordinator – Doug Steck
- 4th of July Commissioner -

Committee Member Appointments (Appointments done by Council President)

The dates and times of committee meetings are posted on the office board and the website.

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

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Call to Order-Regular Monthly Meeting: (Elected President of Council presiding)

Motion to Revise the Published Agenda: (if needed)

Motion to Re-Open the 2025 budget for further consideration, if needed.

Public Issues & Comments:

Minutes: Approve December 2, 2024, Regular Meeting minutes.

Motion for approval by _____ & _____

Treasurer's Report: _

Interim reports sent with agendas. Reports are through December 31, 2023.

Motion for approval by _____ & _____

Open Records/Right to Know Officer:

Zoning & Ordinance Officer report: December zoning report -

Continued to follow existing permits.

Worked with PEMA on Flood Plain management plans in place.

Street Superintendent Report: Jeremy received a response from Matt Morgan of Penn DOT. They will complete a clean up of the chipping stone starting the week of Dec. 30, 2024.

Mayor's Report:

Emergency Management Coordinator's report:

Points of Interest:

The Borough Budget for 2025 was passed at the December Meeting on December 2. The required advertisements have been printed in the Sullivan Review and recorded at the Sullivan County Courthouse.

A donation received from The Johnson Family Fund was transferred to the EM Fire Co. and EM Ambulance Association.

Committee's

Finance-

Infrastructure-

Museum- Pay raises for Wendy McCarty and Elaine Olsen starting January 1, 2025.

Ordinance-

Personnel-

Website- Updates continue to be made by Kase Moore as needed.

Continued Business:

New Business: The Borough received a \$500 check from The Johnson Family Fund (Richard and Carole Johnson) Per their request the funds are split equally between EMVFC and EMV Ambulance Assoc.

David and Sallie McLain of 125 Summit Avenue (At Ease Cottage wish to petition the Eagles Mere borough to vacate Hayes Avenue and follow the appropriate procedures to record the land transfer to the adjoining properties in the Sullivan County Deed of Records office. The letters of request are attached to the agenda.

Douglas & Christine Smith- Sullivan County Board of Assessment Revision has decided that the value assessed to their property is fair and equitable and their request for a lower evaluation is denied.

November deed transfer from James B Wenger to Jeremy James Regan for 702 Laporte Ave.

Setting meeting dates and times for 2025

Proposed Council meeting dates: (first Monday unless noted)

Council meetings will be held Jan. 6th, Feb.3rd, March 3rd, April 7th, May 5th, June 2nd, July 7th, Aug.4th, Tuesday, Sept.2nd, Oct.6th, Nov.3rd, and Dec.1st. The annual budget planning meeting will be held on Oct.6th. All meetings are open to the public and held at 7:00 pm in the Council meeting room located at 915 Laporte Ave. Eagles Mere PA 17731.

Workshops/Conferences-

Payment of Bills- Approval to pay the bills (as reviewed) for the Borough.

Motion for approval by _____ & _____

Adjourn the meeting at _____ pm.