

EAGLES MERE BOROUGH AUTHORITY

5/15/2026

Chair- Cathy Coniff, Vice Chair-Lance Robson
Members: Robert Boote, Ed Kassab, Peter Swinick, Richard Tobin, and vacancy
Secretary/Treasurer- Dave Carson, Facilities Manager-Adam Maczuga

Agenda

August 18, 2022
Regular Monthly Meeting

5:00 PM at Eagles Mere Borough Hall

(For those wishing to call in, the access numbers are: Dial-in number 1 605 562 8400 and the Participant access code 8026073#)

Call to Order and **Pledge of Allegiance** -Chair

Recognition of Guests and **Public Comments or issues**

MINUTES- Approval of the minutes (attached) for the July 21, 2022, meeting.

Motion for Approval by _____ & _____

TREASURER'S REPORT – Written reports through July 31, 2022 as provided with the agenda.

Motion for Approval by _____ & _____

FINANCE COMMITTEE REPORT-

OPERATOR'S REPORT – Attached

ENGINEER'S REPORT – Verbal input during the meeting.

INFORMATION-

- ✓ The Borough is continuing to study the best approach for additional assistance for the Secretary Treasurer of the Borough. To assist with Authority work, Julie Norton has been engaged as an independent contractor for approximately 2 hours per day to do QuickBooks work in the Authority office. Additional computer resources are being installed by the Borough which will make this arrangement more efficient. She has worked 14 hours to date doing account reconciliation in preparation of our audits.
- ✓ The Secretary attended the Annual Conference of the PA Association of Municipal Administrators (PAMA) in Erie, PA on August 7-10, 2022. This organization provides educational opportunities for persons from both Boroughs and Townships, many of which also operate Authorities. He was elected to the Board of Directors for a three-year term as a representative of the eastern portion of the State.
- ✓ The Authority has had a vacant board member position for several months. The Borough appoints individuals to serve on the Board and would appreciate suggestions or nominees.

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CONTINUED BUSINESS:

- ✓ Further discussion, lead by Engineer Eric Casanave, regarding the DEP email message/letter re: organic overload at Forrest Inn Plant and the need to prepare and submit a Corrective Action Plan.

NEW BUSINESS:

Workshops & Events: None scheduled

Approve Payment of Bills- Bills reviewed by Adam. Motion for Approval by _____&_____

Adjournment – The meeting was adjourned at _____

Action Items from the August 18, 2022, meeting:

- 1.
- 2.
- 3.