

Eagles Mere Borough Monthly Council Meeting

March 2nd, 2026

Present were: Vice President Jim Way, Treasurer Dennis Craig, Kathy McCorkle, Richard Liebert, Jan Johnson, Jamie Dieter and Mayor Joan Werner.

Malory Matje- Interim Secretary and Zoning Officer and Jeremy Moore-Street Superintendent also present.

In the Gallery: Dave Carson, Ed Kassab, Liz Johnson and Brian Smith

Meeting was called to order at 5:00pm by Vice President Jim Way.

All present recited the pledge of allegiance.

A motion to revise the agenda to add a review of the paving bid package under infrastructure was made by Jim Way, Kathy McCorkle seconded. All in favor. Motion passed.

No public comments were made

The minutes from the February meeting were reviewed. Kathy McCorkle made a motion to approve and Dennis Craig seconded. All in favor. Motion passed.

Dennis Craig stated the Treasurer Report would be covered during the finance committee report.

No open record/ right to know requests were received.

Malory Matje gave the zoning office report. She stated that new projects have been coming in and will be getting reviewed.

Joan Werner presented the mayors report. She reviewed that she hosted a vow renewal on February 14th at the Carriage House. Seven couples attended. Joan covered that we are still seeking an emergency management coordinator, the biggest hurdle has been finding someone that is in town enough to serve. Joan brought an app called Rave Alert to everyone's attention. Once downloaded it will provide you with all emergency information for your area, i.e. tornados, severe weather, road closures. Joan highly recommended that all our residents consider downloading the app and has a printout that we can make available to the community to hang in rental cottages. The council was in favor of recommending the Rave Alert App to the Eagles Mere Community.

Dennis Craig presented the Finance committee report. Dennis shared that we are going to have a tight year on the budget. Some unpaid bills and accounting errors from the last quarter in 2025 will affect us this year since we operate on a cash basis. Dennis also brought up that we have a letter from the Department of Treasury regarding about 12 thousand dollars in covid relief funds that have failed to be reported as required. We are requesting an extension to remediate this issue but in the case they don't allow more time we may have to pay the amount back.

Jim Way reported for the Infrastructre committee. The ADA curb cut project is still loving forward. Meeting between Penndot, SEDA COG and the borough have been productive to keep the project moving forward. The curb cuts will be going out for bid in March and should be Starting construction after August 10th. They will likely be completed in September.

The scope of the project is expected to take about 2 weeks. The curb cut that will be located at Mary Ave going across RT 42 is recommended to have a crosswalk painted. The council agreed that PennDot should paint the crosswalk after the curb cut is completed.

The infrastructure committee also has a paving bid ready for approval, it will be advertised March 11th and 18th.

A motion to approve the paving bid packet and the crosswalk to go across RT 42 to Mary Ave was made by Jan Johnson, Kathy McCorkle seconded. All in favor. Motion passed.

Kathy McCorkle present her Museum committee report. The museum received a matching grant of \$3000 for the PA250 activities this summer. This leaves a shortfall in matching funds for the original \$5000 SemiQuin grant of \$500. Absent of other designated contributors the museum will cover the shortfall.

The Museum is switching from comcast to Verizon/Frontier. Seth Orbach will meet with Susquehanna Computer Innovations to determine necessary setup and connections. SCI informed the museum it would have significant cost reductions if 501(c)3 status was achieved.

The Museum will meet with an attorney from Cheshire Law Firm in Philadelphia via zoom to discuss moving the Museum from a “board” or the borough to become a 501(c)3 subsidiary. The museum will continue to update their findings.

The museum saw over 200 visitors during toboggan slide weekends and had good sales. The museum committee did not meet in February but will meet in March.

Kathy McCorkle confirmed there was no ordinance meeting held in February and that they plan to meet in March.

Rick Liebert reported for the personnel committee. First off, he thanked Malory for her work as interim secretary. He said that the personnel committee along with Cathy Coniff, Authority Chair and Ed Kassab Authority personnel searched for a new full-time secretary. They are pleased to announce that the board has selected Kelly Johnson to recommend for Eagles Mere Borough/EMBA Secretary/Treasurer. She would be accepting the position starting at \$25.00 an hour and working 30 hours a week. M-Th 8-330 with a half hour lunch. Her date available to start would be March 16th, 2026. She would be a full-time employee and receive benefits as outlined in the personnel handbook. Rick Liebert made a motion to approve hiring Kelly and Dennis Craig seconded the motion. All in favor. Motion passed.

Dennis Craig spoke and relayed that he would like Malory Matje to stay on to handle payroll and also to come in once a month with him to review finances. He proposes this to be a long term arrangement. Dennis states this would be beneficial to have a second set of eyes and to help us get back to having some procedures in the office that have been lost. Dennis Craig made a motion to continue to have Malory in the office to handle payroll 2 days a month and 1 day a month to review finances with the finance committee. Rick Liebert seconded the motion. Jamie Dieter voted no. Motion carried.

The website

Under new business we reviewed the request for a letter of support from the Historic Village for a grant to host a 3 day bike event in early June at the green supported by the Grinduro and local bike clubs. This event will have music and vendors and will be hosted at the Green. It will be called the Eagles Mere Grand Crew Gravel Adventure. They would like a letter from the Borough to write a letter of support. It will be 12th, 13th and 14th of June.

Rick Liebert makes a motion we write the letter of support, Dennis Craig seconded the motion. Motion carried.

Dennis Craig makes a motion we pay the bills as presented. Jamie Dieter seconded the motion. motion carried.

Meeting Adjourned at 5:43pm

Respectfully submitted,

Malory Matje

Eagles Mere Borough Interim Secretary.