

Eagles Mere Borough

Minutes

December 1, 2025

Regular Monthly Meeting - Time: 7:00 pm

Present: Lee Middleton (Chair), Jim Way (Vice Chair), Dennis Craig, Kathy McCorkle, Richard Liebert, and Jan Johnson. Mayor John Brownback was also in attendance. Tom Graff was absent. Additional staff present included Secretary/Treasurer Julie Norton, Street Superintendent Jeremy Moore, and Zoning Officer Malory Matje.

Regular Monthly Meeting Minutes

Regular Monthly Meeting—Call to Order: Lee Middleton/Chair

Lee expressed heartfelt appreciation to Tom Graff, John Brownback, and Mike Scary of the zoning board, thanking them for their ongoing dedication and valuable contributions throughout their terms.

In Attendance in the Gallery: Ed Kassab, Jackie Kulp, Liz Johnson, Jamie Dieter, Charlie Lockard. Tim Turner participated via phone.

Liz Johnson and Ed Kassab conveyed their support for implementing a crosswalk to facilitate safe entry to the Cub Hub.

Cub Hub Project Presentation and Crosswalk Request

Tim Turner formally presented the Cub Hub project, which is located near the beach. During the meeting, Mr. Turner participated in a conference call to outline the project details and requested that the council hold a vote regarding the proposed crosswalk on Lakewood Ave. The project plan was made available in advance for the council's review.

A motion to approve the Cub Hub project and the accompanying Lakewood Ave crosswalk proposal was made by Dennis Craig and seconded by Kathy McCorkle. The motion was unanimously approved by all members present.

Approval of Previous Meeting Minutes

The minutes of the November 2025 regular monthly meeting were presented for review. After consideration, a motion to approve the minutes as written was made by Kathy McCorkle and seconded by Jim Way. The motion carried, with all members present voting in favor.

Treasurer's Report

The interim Treasurer's reports were distributed to all council members along with the meeting agendas. These reports include all financial activities through November 2025. Before the council proceeds with a formal vote on the Treasurer's report, the Financial Chair will review and provide approval of the materials.

Open Records/Right to Know Officer: 1 - Request for DCED November tax collector report.

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Zoning & Ordinance Officer Report

November Project Approvals and Planning Discussions

- Richard Cihanowyz, 46 Ridge Ave: Application for a new deck was reviewed and approved.
- Tim Griffith, Lot 10 Woodland Dr.: Application for a shed was reviewed and approved.
- Discussion with the planning committee is ongoing regarding the possibility of adding a crosswalk at the Cub Hub.

Mayor John Brownback shared his genuine enthusiasm for serving his four-year term and extended his best wishes to everyone during future terms.

Committee Reports:

Finance-

Proposed Ordinance #2512: EMS Tax Implementation

The Council reviewed Ordinance #2512, establishing an EMS tax rate of \$0.50 per \$1,000 in property value effective January 1, 2026, with required advertising completed. Jim Way moved and Dennis Craig seconded approval; all members voted in favor, so the motion passed.

2026 Tax Rate Resolution

The Council reviewed and proposed tax rates for fiscal year 2026:

- General Purposes: 2.167 mil
- Fire Company Services: 0.24 mil.
- Emergency Services: 0.50 mil
- Total Real Estate Tax Rate: 2.907 mil

Dennis Craig moved to approve the resolution, seconded by Jim Way. The motion passed unanimously.

Insurance provider Charlie Lockard notified the Boro of a 1% rate increase for 2026. The board included the museum gift shop inventory in the insurance coverage.

Dennis moved for Heather Hanna of Dushore Business to transition payroll to SurePayroll and close QuickBooks by December 31. Lee seconded, and the motion carried unanimously.

Infrastructure

Jim Way reviewed The Eagles Mere Borough curb cuts project; some curb locations may change due to updates. A December meeting will be scheduled with Borough and County representatives, pending the County's availability. On November 15, Shrewsbury Township notified the borough that it declined an agreement regarding Laporte Avenue.

Museum

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Kathy McCorkle stated that there was no Museum board meeting in November. The approval of a new board member will be voted on at the January meeting.

Ordinance

Kathy reported that the committee is actively working to develop a resolution aimed at ensuring that septic tanks are pumped and inspected according to a regular schedule. The goal of this initiative is to promote timely maintenance and oversight of septic systems throughout the community.

Website

2026 website updates will be posted as they happen.

Continued Business

October Realty Transfers. Serenity Cottage to Robert Barrett Noone SR. LLC and Betty Ann Moyer to Peter C. Myers.

The proposed budget for 2026 was made available for public review and comment. In accordance with statutory requirements, the budget announcement was published in the November 5 edition of the Sullivan Review.

New Business

Mike Scary, who serves as the Alternate Member of the Zoning Hearing Board, will resign effective December 31st. The board is currently considering John Ecker to fill Mike's position. A motion for approval was made by Denni Craig and seconded by Rick Liebert. All members were in favor, and the motion passed unanimously.

During the December meeting, council members received the Statement of Financial Interests and affidavit of residency forms. All members need to fill out these documents for the 2026 reporting period. Council members should carefully review and verify their information, then submit the completed forms to the borough office by the January reorganization meeting.

The Eagles Mere Borough approves agreements with the Commonwealth Financing Authority to secure grant funds for a \$450,780 project upgrading the Community Hall. Improvements include ADA compliance, emergency shelter upgrades, facility expansions, new restrooms, kitchen, electrical, and communications updates. Designated officials are authorized to sign required documents. A motion for approval was made by Dennis Craig and seconded by Jim Way All members were in favor, and the motion passed unanimously.

Under Pennsylvania Code, the Eagles Mere Volunteer Fire Company and Ambulance (EMVFC) and must now submit monthly meeting minutes to the borough. This keeps the borough updated on EMVFC actions and ensures compliance with state regulations.

Payment of Bills- Approval to pay the bills through November 2025. (as reviewed) by Dennis Craig

A motion for approval was made by Dennis Craig and seconded by Kathy McCorkle. All members were in favor, and the motion passed unanimously.

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A motion to adjourn the December 2025 meeting for approval was made by Dennis Craig and seconded by Jim Way. All members voted in favor, and the motion was unanimously approved.

Adjournment

There being no further business to discuss, a motion was made to adjourn the meeting. The meeting was officially adjourned at 7:55 PM.

Respectfully submitted,

Secretary Julie Norton