

# Eagles Mere Borough Council Meeting

## Agenda

Tuesday, September 2, 2025

Regular Monthly Meeting — 7:00 pm

Board Members: Chair Louise Middleton, Vice Chair Jim Way, Treasurer Dennis Craig, Tom Graff, Kathy McCorkle, Richard Liebert, Jan Johnson, Mayor John Brownback.

Other attendees may include Secretary/Treasurer Julie Norton, Street Superintendent Jeremy Moore, and Zoning Officer Malory Matje.

To participate by phone, dial 1 605 562 8400 or 1 605 475 4120 and use the access code 2757434#. Please notify the Secretary if you plan to attend remotely. Council members present in person are counted toward a quorum; those attending by phone may also vote once a quorum is established.

Public comments will commence the meeting, with remarks limited to 3 minutes per resident unless otherwise indicated.

In the Gallery: All attendees are asked to sign upon arrival. The sign-in sheet is provided at the entrance.

## Call to Order

Regular Monthly Meeting, presided over by Council President Lee Middleton.

## Pledge of Allegiance

## Motion to Revise the Published Agenda

(if needed)

## Public Issues & Comments

John Rubel at 847 Laporte Ave reports a large dip between the new road paving and his driveway, which may lead to water problems.

Eagles Mere Fire Co. will soon offer raffle tickets for a chance to win alcohol baskets. The organization has secured a one-day liquor license and liability insurance, meeting all necessary compliance requirements.

## Meeting Minutes

The minutes from the August 2025 Regular Meeting were presented for approval.

A motion to approve was made by \_\_\_\_\_ and seconded by \_\_\_\_\_.

## Treasurer's Report

Approve interim financial reports as of August 31, 2025.

Motion for approval by \_\_\_\_\_ & \_\_\_\_\_.

## Open Records/Right to Know

The Right to Know Officer has received one request concerning the Tax Collector's current DCED Reports.

## Zoning Officer Report

- Mark Stitzer, 29 Mary Ave: signage permit for Eagles Mere Inn—approved.
- David & Karen Gillis, 76 Crestmont Dr: addition and enclosed porch—approved.
- Lorraine Faeth, 17 Woodland Ave: addition and deck extension—approved.
- Brandon Roy, 184 Pennsylvania Ave: driveway paving permit.
- Review of 296 Eagles Mere Ave - James Rowe ( Handout provided)

## Mayor's Report

## Emergency Management Coordinator Report

Doug Steck has announced his intention to step down as Emergency Management Coordinator at the beginning of the new year. He feels the role should be filled by a resident who can give it the necessary attention and ensure a prompt response to residents' needs—responsibilities he can no longer fulfill. Doug will continue to assist the Emergency Management team until a replacement is appointed and expresses his gratitude for everyone's understanding.

## Committee Reports

### Finance Committee

Dennis Craig will provide updates on budget status, recent expenditures, and financial planning for the fall quarter. The committee will review account balances and propose any necessary adjustments to the fiscal strategy.

### Infrastructure/Street Supervisor Committee

Jim Way and Jeremy Moore will report on ongoing street maintenance projects, completed repairs, and future improvement plans. The committee will review proposals for upcoming seasonal maintenance and address residents' concerns regarding road conditions.

### Museum Committee

Kathy McCorkle will share news about museum activities, including visitor numbers and upcoming community events. The committee will discuss plans for new exhibits and explore potential partnerships with local organizations.

### Ordinance Committee

Updates will be given on ordinance amendments or new proposals under review. The committee will discuss enforcement procedures and consider resident feedback. There is a recommendation for a motion instructing residents to remove parade signs, as they have been displayed for an appropriate length of time.

## Personnel Committee

Rick Liebert will provide information on staffing, recent hires, and training opportunities for Borough employees. The committee will review policy updates and address any staff-related concerns.

## Website Committee

Kass Moore will discuss ongoing website improvements and communication efforts with residents. The committee will consider ideas for new content and online tools to enhance public engagement.

## Continued Business

## New Business

There will be consideration of an updated resolution authorizing the payment of bills between meetings.

Motion for approval by \_\_\_\_\_ & \_\_\_\_\_.

## Payment of Bills

Approval to pay Borough bills, as reviewed by Dennis Craig.

Motion for approval by \_\_\_\_\_ & \_\_\_\_\_.

## Adjournment

Meeting adjourned at \_\_\_\_ pm.