

**Eagles Mere Borough Minutes
January 6, 2025**

President Louise Middleton, Jim Way, Dennis Craig, Richard Liebert, Tom Graff, and Jan Johnson. 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.

Biannual Organizational Meeting

Mayor, John Brownback sworn in by Notary, Shelly Vest

Call to Order by: Mayor John Brownback

Pledge of Allegiance

Notarization of Affidavits of Residence Forms provided to each Council Member.

Nomination and Election of Council Officers (Mayor Brownback presiding)

President: Louise Middleton

Vice President: Jim Way

President Pro Tern: Rick Liebert

Other Appointments given by President, Lee Middleton:

- Secretary/Treasurer Julie Norton
- 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 - undecided

Committee Member Appointments given by President, Lee Middleton

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

Regular Monthly Meeting

In the Gallery: Ed Kassab, Sallie, and David McLain. Glen Henkel and Molly Kirkpatrick called in.

Quorum Present: Council President Lee Middleton declared that a Quorum was present based on Council Members in the room.

Public Issues and Comments:

Minutes: A motion to amend the minutes 2025 meeting dates of the December 2024 regular meeting was made by Tom Graff and seconded by Rick Liebert. All in favor, the motion passed unanimously.

Treasurer's Report –Reports through December 31, 2024, as presented. Motion to accept the Treasurer's report made by Dennis Craig, seconded by Tom Graff. All in favor, the motion passed unanimously.

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 week of Dec. 30, 2024. Jeremy is happy with what they have done so far with the 9 tons of gravel removed from the beginning of Laporte Ave. down to Outlet Rd.

Mayor's Report: The Mayor is researching the high-cost Eagles Mere PO Box fees.

New Business: A donation received from The Johnson Family Fund of \$500 was transferred to the EM Fire Co. and EM Ambulance Association.

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.

Dennis Craig made a motion for the solicitor to vacate Haye's Road. Kathy McCorkle seconded the motion. All in favor, the motion passed unanimously.

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

Old Business:

Committees:

Finance: Finished last year and starting the new year.

Museum: Dennis Craig made the motion to accept pay increases for Museum Employees Wendy McCarty and Eilane Olsen. Rick Liebert seconded the motion. All in favor, the motion passed unanimously.

Museum Officers elected: Kathy McCorkle/Chair, Karen Gardner/ Vice Chair and Judith Moore as Secretary.

Infrastructure: No Report

Ordinance: No Report

Emergency Management Coordinator's report: No Report

Personnel: No report

Website: Updates continue to be made as needed.

Payment of Bills: Approval of the reviewed outstanding vendor bills for the Borough moved by Dennis Craig and seconded by Tom Graff. All in favor, the motion passed unanimously.

Adjournment- The meeting was adjourned by President, Lee Middleton. The meeting adjourned at 7:36 pm.

Respectfully Submitted,

Julie Norton
Secretary/Treasurer

