

Eagles Mere Borough Council Meeting

Agenda

Monday, November 3, 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

Meeting Minutes

The minutes from the October 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 October 31, 2025.

Motion for approval by _____ and seconded by _____.

Open Records/Right to Know

The Right to Know Officer has received two requests, the Tax Collector's current DCED Reports and Jay Wilkinson requested Copies of all emails, letters, notes and any other type of communications between any member of the Eagles Mere Borough Infrastructure Committee from 12-25-23 to 10-1-2025 and

Gregory Dibble, PADOT District 3-0 Turnback Program Supervisor and Shrewsbury Township Supervisors

The Eagles Mere Borough responded to a Right-to-Know Law request dated October 17, 2025, from Jay Wilkinson seeking communications between the Infrastructure Committee and specified parties from December 25, 2023, to October 1, 2025, stating that the requested records do not exist in their possession, and informing of the right to appeal this denial within 15 business days to the Office of Open Records.

Zoning Officer Report

October Permits

Permit Application Decisions

- Eaglets Hideaway: Permit request for Cub Hub was denied due to insufficient lot size.
- Josh Roberts – 328 Pennsylvania Ave: Deck replacement permit was approved.
- John Allocca – 751 Laporte Ave: Rear deck addition and woodshed permit were approved.

Zoning Hearing Board (ZHB) Outcomes

- Eagles Mere Federated Church: Approval granted to subdivide property, enabling the Fire Company to purchase additional land.
- Rob Laudeman – 78 Mineral Springs Ave: Carport variance for not meeting side setback requirements was approved.
- Eaglets Hideaway: Request to build on an undersized lot was approved with contingencies. Additional documentation must be submitted prior to commencement. Furthermore, if the building and land are not transferred and merged with EMA property within six months of receiving the certificate of occupancy, the building will be subject to demolition.

Mayor's Report

Committee Reports

Finance Committee

Approval of the 2026 Budget requires formal motion followed by a second in order to be passed.

Motion for approval by _____ and seconded by _____.

Infrastructure Committee /Street Supervisor – Jeremy Moore

Consideration to Fix Main Street

Jeremy Moore addressing the necessity of resolving issues on Main Street. Members are encouraged to evaluate options for repairs and enhancements, considering existing conditions and available resources. The discussion involved identifying priority areas requiring urgent attention and reviewing potential solutions to maintain the street's safety and accessibility for both residents and visitors. Jeremy recommends that the board undertake a comprehensive assessment of repair proposals and examine possible funding sources.

Motion for approval by _____ and seconded by _____.

Jeremy spoke with Peter Herman, P.E., Senior Civil Engineer Supervisor at the PA Department of Transportation, about the SR 42 detour planned for the 2026 construction season. Traffic will be rerouted via SR 220, but the closure won't extend beyond Edkin Hill Road, so locals may still use that route. The detour is expected to last 3-4

weeks after the first week of July, avoiding Eagles Mere's July 4th events and ending before Sullivan County school to resume. A notification will be sent two weeks before the detour starts.

Museum Committee

The Museum Committee convened on October 13, 2025, during which the Eagles Mere Museum board formally voted to request \$1,500 in Borough support from Eagles Mere Borough. This funding request reflects the museum's ongoing efforts to maintain and enhance its contributions to the community.

Kathy McCorkle will report to the committee on recent museum activities, including visitor statistics and community engagement. She will also preview upcoming community events. The committee will review plans for new exhibits to keep the museum experience fresh for residents and visitors.

Ordinance Committee

The Ordinance Committee has conducted a review of Ordinance 2512, which establishes a dedicated Emergency Medical Services (EMS) tax within the Borough of Eagles Mere to provide funding for Southern Triangle Emergency Medical Services. The ordinance sets the tax rate at one-half mil (\$0.50 per \$1,000 of assessed property value), with implementation commencing on January 1, 2026. This tax will continue annually unless amended. All funds collected are designated exclusively for EMS purposes, including personnel, training, equipment, and facilities. The Borough Council will evaluate the tax structure and community requirements every three years. Additionally, the ordinance contains detailed provisions regarding tax collection, audits, and transparency obligations for the EMS provider.

Website Committee Update

Kass Moore continues to make significant improvements to the Borough website, focusing on enhancing both its functionality and the overall communication with residents. Ongoing efforts include updating website content, streamlining navigation, and ensuring important information is readily accessible to the community.

Continued Business

Notice of Estimated Allocation: Municipal Liquid Fuels and Turnback from PennDOT

The Borough has received preliminary figures regarding state allocations for the upcoming year. For 2026, the projected allocation from Liquid Fuels (Act 655) is \$18,854.64. This funding is designated for the maintenance and improvement of municipal roadways, as outlined by Pennsylvania Department of Transportation (PennDOT) guidelines.

In addition, the anticipated Turnback allocation for 2026 amounts to \$7,720.00. These funds are provided to support the Borough in taking responsibility for certain previously state-maintained roads, ensuring their continued upkeep and serviceability.

The Council should take these projected allocations into account when planning future roadway repairs, upgrades, and related budgetary decisions.

Appointment to STEMS Board

The Council must consider and approve a motion to appoint a representative from the Council to serve on the Southern Triangle Emergency Medical Services (STEMS) Board. This appointment is necessary to ensure that the Borough maintains direct involvement and oversight in the operations and decisions of the STEMS Board. Council members are invited to nominate a candidate for this position, after which the Council will vote to confirm the appointment.

Nomination _____

Motion for approval by _____ & _____.

New Business

Real Estate Transfers

- Donald E Jr Schell to Simon Reese
- David B Houseknecht to Martha McConnell Parker
- Margaret Humes Bartlo to Edward Jr Gilliss

Total: \$14,900.00

Payment of Bills

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

Motion for approval by _____ & _____.

Adjournment

Meeting adjourned at _____ pm.