

**FEBRUARY 8<sup>TH</sup>, 2017**  
**PENN LAKE PARK BOROUGH COUNCIL MEETING**

The Penn Lake Park Borough February Council meeting was held on February 8<sup>th</sup>, 2017 in the Penn Lake Park Community House. President Paul Rogan called the meeting to order at approximately 7:12 with the Pledge of Allegiance to the Flag followed by a statement that the meeting is being recorded by the Secretary and residents of the Borough.

**ROLL CALL:** Mayor Debra Kryszicki, Councilmembers Jasin Marth, Jill Rosenstock, Shaun Kuter, and Paul Rogan, were present. Richard Campbell was absent.

**MINUTES:**

Rogan indicated that the minutes from the December meeting, January Reorganization meeting and Special Mtg held on 1/11/18 were distributed to council and copies placed on display. A **Motion** was made by Kuter, 2<sup>nd</sup> by Marth to accept all the presented minutes.

Roll Call: Marth, Rosenstock, Kuter and Rogan all in favor, none opposed. Motion carried.

**TREASURERS REPORT:**

Rogan pointed out that the report shows we have collected \$1460.00 to date for the Margo Memorial Fund. A **Motion** was made by Kuter, 2<sup>nd</sup> by Marth to accept the treasurer's report.

Roll Call: Marth, Rosenstock, Kuter and Rogan all in favor, none opposed. Motion carried.

**RECEIPTS/BILLS:**

A **Motion** was made by Kuter, 2<sup>nd</sup> by Marth to pay the bills of \$24222.67 and accept the receipts of \$29259.63.

Roll Call: Marth – aye, Rosenstock – aye, Kuter – aye, Rogan –abstain from item #7 of bills but aye to all others. Motion carried.

**PETITIONS OR COMPLAINTS:** None

**CORRESPONDENCE:**

A letter confirming the acquisition of the current cable company MetroCast by Atlantic Broadband effective January 4<sup>th</sup>, 2018.

Letter from Verizon telephone that our current agreement with them expires on 3/19/18 and will automatically renew for another year unless we notify them otherwise.

**COMMITTEE REPORTS:**

**MAYOR – Debbie Kryszicki –RE: Police - 4<sup>th</sup> qtr report for 2017 - they provided 59 hrs for the 3 months; 6 combined domestic/civil issues and 1 arrest by the task force.**

**SOLICITOR – Atty. Dean – Re: Basler agreement. Deeds are done waiting for one signature then they will be recorded. Also, a transfer tax amount needs to be figured out and will notify the borough of the cost.**

The county has approved the Clean & Green.

**ZONING – Barry Jacob - No report**

Atty Dean indicated that if there are any zoning apps or issues that require zoning permits, variances, land development, etc. to please let him know and he will explain the advertising requirements. There is a time frame involved.

**DAM – Paul Rogan – Bob Johnson and Paul met with Mr. Ostroski and Borton Lawson Eng to discuss findings in their inspection report. Concerns were seepage at toe of dam, leakage of drain at bottom of dam, cracking in roadway and a recommendation by the GOE who did the video inspection that we fix the trash rack. They feel the rack is inadequate to protect the upstream flow and recommended we not operate the valve because it could get stuck in a position where it could drain the lake. Discussion ensued. Rogan made a Motion to authorize Borton Lawson Engineering to give an engineering cost estimate of the contract to upgrade/repair the trash rack on the upstream valve pipe, 2<sup>nd</sup> by Kuter.**

Roll Call – Marth, Rosenstock, Kuter and Rogan all in favor, none opposed, motion carried.

**LAKE MANAGEMENT- Shaun Kuter – received info on weed control forwarded to Rosenstock. RE: Geese: Kuter stated he received a permit to addle eggs. Spoke with gentleman from wildlife dept and he suggested we use pyrotechnics to chase the geese. Sent a link for info. It consists of a pistol and a bang. Kuter wants to try this technique in order to scare the geese away. Discussion ensued regarding safety & insurance concerns & indemnity agreements. Kuter made a Motion to purchase the pyrotechnics and devices needed not to exceed \$300.00, 2<sup>nd</sup> by Rogan.**

Roll Call – Marth, Rosenstock, Kuter & Rogan all in favor, none opposed, motion carried.

**RTK/RECORDS – Jasin Marth – Nothing to report.**

**ROADS – Richard Campbell – No Report.**

**SEWER – Paul Rogan –No Report**

**UNFINISHED BUSINESS:**

Rogan – since the original police agreement was approved by a resolution the additional amount approved of \$300 to be paid to the White Haven Police for 2018 should be done by a resolution.

**A Motion to pass Resolution #15 of 2018 wherein Penn Lake will pay White Haven Borough for Police an additional \$300/yr for 2018 only by Rogan, 2<sup>nd</sup> by Kuter.**

Roll Call- Marth-aye, Rosenstock-aye, Kuter-aye, Rogan-aye, all in favor, none opposed, motion carried.

Beverly Yencha our Tax Collector last year indicated we need to add a deputy Tax Collector to our insurance.

Rogan made a **Motion** to add Mary Maxwell as our deputy Tax Collector and add her to our insurance and bonded, 2<sup>nd</sup> by Marth.

Roll call- Marth, Rosenstock, Kuter, Rogan all in favor, none opposed, motion carried

**NEW BUSINESS:**

The committee appointments are as follow: Recreation-Shaun Kuter; Lake Management-Jill Rosenstock; Roads-Richard Campbell; Dam-Paul Rogan;

Records/RTK-Jasin Marth; Sewers-Paul Rogan; Goose Abatement-Shaun Kuter; Zoning-Jasin Marth.

Rogan made a **Motion** to advertise in the White Haven Journal soliciting interested parties to serve as borough secretary for an annual salary of \$2000.00, 2<sup>nd</sup> Kuter.

Roll Call-Marth, Rosenstock, Kuter and Rogan, all in favor, none opposed, motion carried.

Rosenstock asked Atty. Dean if emails are subject to Right to Know. Atty Dean replied that emails are subject to right to know. It's a great form of communicating today. Refrain from entering too much detail in emails.

Rogan stated that the phone needs to be addressed. Will continue to stop and retrieve messages but suggested we purchase an Ooma box and have the borough phone # transferred to Ooma. Monthly charges are about \$6 w/unlimited calling. Voice mail retrieved by logging onto myooma.com. Rogan made a **Motion** to have the Borough use Ooma for telephone service, purchase an Ooma box and have the Borough phone # transferred to it for not more than \$200.00, 2<sup>nd</sup> Kuter.

Roll Call – Marth, Rosenstock, Kuter, Rogan all in favor, none opposed, motion carried.

Rogan made a motion to cancel telephone service with Verizon, 2<sup>nd</sup> by Kuter.

Roll Call-Marth, Rosenstock, Kuter and Rogan all in favor, none opposed, motion carried.

Rogan stated he will contact Verizon by the 19<sup>th</sup>.

RE: Borough Computer/Laptop to be used by Borough Secretary to keep Borough information and be passed along as needed. Rogan made a **Motion** to purchase a laptop for Borough Secretary use not to exceed \$500, 2<sup>nd</sup> Kuter.

Roll Call – Marth, Rosenstock, Kuter, Rogan all in favor, none opposed, motion carried.

Discussion ensued regarding possibly purchasing a printer.

**PUBLIC COMMENT:**

None

A motion to adjourn was made by Kuter, 2<sup>nd</sup> by Rogan, Roll Call all in favor, all ayes, none opposed, motion carried.

Meeting Adjourned.

**The next meeting will be on March 8, 2018 at 7:00 pm.**

Respectfully submitted,

Teresa Wojciechowski, Secretary

TREASURERS REPORT MARCH 8<sup>TH</sup>, 2018

**PNC GENERAL FUND**

Balance as of 2/08/18	\$ 1571.20
Revenue Deposits from 3/08 mtg	<u>+20650.00</u>
	\$22221.20
SERVICE CHARGE JAN & FEB	- 14.50
Transfer to PLGIT Garbage Fund	-20650.00
Bills to be Paid (approved 3/08)	<u>- 1141.40</u>
<b>Balance as of 3/08/18</b>	<b>\$ 415.30</b>
Margo Beckerman memorial fund	\$ 1660.00
<b>Total Balance in account</b>	<b>\$ 2075.30</b>

**PLGIT GENERAL FUND**

Balance as of 2/08/18	\$ 88023.90
EIT Deposit	+ 7182.48
Interest earned 2/28	<u>+ 84.19</u>
	\$ 95290.57
Printing of checks	- 20.61
Bills to be Paid (approved 3/08)	<u>- 1726.66</u>
<b>Balance as of 3/08/18</b>	<b>\$ 93543.30</b>

	<b>PLGIT GARBAGE</b>	<b>LIQUID FUELS</b>	<b>PETTY CASH</b>
Balance 2/08/18	\$12897.64	\$15029.86	\$15.99
Deposits from 3/08 mtg	\$20650.00	+21618.19	
Interest earned 2/28	<u>+ 8.93</u>	<u>+ 15.92</u>	<u>.00</u>
	\$33556.57	\$36663.97	\$15.99
Bills to be Pd 3/08	<u>- 3440.00</u>	<u>- .00</u>	<u>- .00</u>
<b>Balance as of 3/08/18</b>	<b>\$30116.57</b>	<b>\$36663.97</b>	<b>\$15.99</b>

**FNCB SEWER FUND**

Balance 2/08/18	\$248578.51
Interest Earned	+ 16.45
Revenue Dep 3/08	<u>+ .00</u>
	\$248594.96
Bills approved 3/08	- 10109.09
Penn Vest Loan 3/01/18	<u>- 10317.06</u>
<b>Balance as of 3/08/18</b>	<b>\$228168.81</b>

**DAM ALLOCATION FUND**

\$12466.72
11.55
<u>+ .00</u>
\$12478.27
<u>- .00</u>
<b>\$12478.27</b>

# RECEIPTS: March 8th, 2018 MEETING

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\$ <u>7182.48</u>	HA Berkheimer, EIT - February
\$ <u>21618.19</u>	Liquid Fuels Allotment
\$ <u>20650.00</u>	Garbage Fees Collected – 2018

**\$ 49450.67 TOTAL RECEIPTS**

## BILLS:

\$ <u>3440.00</u>	County Waste, February Garbage Collection
\$ <u>246.94</u>	Shaun Kuter RE: Pyro & Guns to Reed Joseph Int.
\$ <u>31.22</u>	PPL Electric – February Streetlight
\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment March
\$ <u>350.00</u>	Atty. John Dean, February Retainer
\$ <u>52.50</u>	Elliott Greenleaf & Dean, (Basler & Clean & Green), January
\$ <u>150.64</u>	Williamson Law Book Co, Minute Book
\$ <u>350.00</u>	Barry Jacob, ZO Salary –February
\$ <u>54.00</u>	Barry Jacob ZO, mileage & postage
\$ <u>858.33</u>	White Haven Borough, Police Protection, March
\$ <u>515.00</u>	Reading & Northern Real Estate Co, Sewer Easement
\$ <u>35.10</u>	HA Berkheimer, Admin & Comm, January
\$ <u>275.00</u>	Northeast PA Alliance, 2018 Dues
\$ <u>9594.09</u>	Aqua PA, 2-2018 New Svc (46 Hollenback Rd)
\$ <u>464.33</u>	Paul Rogan, Laptop, Ooma Box

**\$ 26734.21 TOTAL BILLS**

Memorial Donations for Margo Beckerman - \$200.00