

## December 21<sup>st</sup>, 2017 Penn Lake Meeting Minutes

A scheduled Council Meeting was held on 12/21/2017 in the Penn Lake Community House. President Paul Rogan called the meeting to order at 7:17 after the work session and opened with the Pledge of Allegiance to the Flag. It was stated for the record that the secretary and others were recording the meeting and of the possibility of cameras in the building.

**Work Session:** Discussion of mini-casino prohibition resolution, gaming grant resolution, list of sewage arrears for placement of liens at legal cost of \$112.75 per lien,

**Roll Call:** Paul Rogan, Jasin Marth, Shawn Kuter, Vince Kimsal, Rich Campbell, present, Mayor Debb Kryszicki, present.

**Minutes:** A Motion was made by Kuter, 2<sup>nd</sup> Rogan to accept the 11/6/17 minutes and Special Meeting minutes 12/7/17. All in favor: All ayes, none opposed, motion carried.

**Treasurers Report:** A Motion was made by Kuter and 2<sup>nd</sup> by Campbell to accept 12/21/17 treasurers report. Roll call, all ayes, none opposed, motion carried.

**Receipts and Bills:** A Motion was made by Kuter and 2<sup>nd</sup> by Campbell to pay bills of \$36,009.26 and accept receipts of \$17,674.96. Roll call: Rogan, aye, abstain line item of \$158.79 #19, Marth, aye, Kuter, aye, Kimsal aye, Campbell aye all ayes, none opposed, motion carried.

**Petitions/Complaints:** None

**Correspondence:** Letter from Luzerne County Planning Commission; they reviewed the Basler subdivision with no comment, letter from Barry Jacob requesting reinstatement, letter from Vince Kimsal resigning his council seat effective 12/31/17, motion by Rogan to reluctantly accept Kimsal resignation, reluctant 2<sup>nd</sup> by Kuter, roll call all ayes, motion carried. Motion by Rogan to accept Barry Jacobs reinstatement, 2<sup>nd</sup> Kuter, roll call, all ayes, motion carried.

### Committee Reports:

**Police-** next quarterly report at January meeting for 4<sup>th</sup> quarter.

**Mayor-Deb Kryszicki-** letter sent by the mayor to White Haven regarding Penn Lake offer of \$300 increase for police protection for 2018 only. SPCA redux, most municipalities holding off till march.

**Attorney: Drew McLaughlin-**Basler legal update

**Zoning:** 2 permits issued, 1151 Lakeview, 1679 Lakeview. Rogan answered a request from Dennison, they are interested in opt-out of UCC and want to know the steps that Penn Lake went thru.

**Engineering: Vince Kimsal-**Summarized the Roadway and Storm Drainage Assessment report from Borton-Lawson. This is a detailed report on borough drainage and paving needs for Lakeview, Carter, and the part of Hollenback by the lily pads. To address all of the work in the report would cost an estimated \$3.5 million dollars. It was agreed that it was an excellent report that had a 'long shelf life'. Anyone wanting to see the report and maps get in touch with Paul Rogan.

**Dam: Paul Rogan-**Borton Lawson delivered a draft of the dam inspection report. The inspection was done 12/6.

**Lake Management / Recreation: Shaun Kuter:** No Report.

**RTK/Records: Rich Campbell-** No report

**Roads: Vince Kimsal/Rich Campbell**—It was noted that Dennison twp. cleared the beaver dam down by the stone quarry.

**Sewer: Paul Rogan- Atty. McLaughlin** provided boilerplate deed restriction language. This boilerplate language was delivered to several residents interested in having their vacant lots removed from Aqua billing. An updated delinquent list was provided to Aqua and Site Specific, the contractor that does sewage pump replacements. It was noted that Penn Lake will not authorize pump replacements for delinquent sewer accounts. 4 pump replacements this month.

**Unfinished Business:**

**Ballpark Survey / Basler Agreement:** Paths to be conveyed to the borough, 36. Subdivision, complete, approved and filed with the county. Awaiting return of the signed deeds from Jack and Carolyn Basler, at which time the transaction will be substantially complete. Motion to file corrected deed for the whole ballpark parcel, Rogan, 2<sup>nd</sup> Marth, roll call all ayes, motion carried.

**2018 Budget:** Motion to approve, Kuter, 2<sup>nd</sup>, Kimsal. Roll call all ayes motion carried. Motion to adopt the ordinance setting the tax rate at .6 mils by Rogan, 2<sup>nd</sup> Kuter. Roll call all ayes motion carried.

**New Business:**

**Anti-Mini-casino Resolution;** A motion was made by Kuter and 2<sup>nd</sup> by Marth to pass anti mini casino resolution, roll call all ayes motion carried.

**Gaming Grant Resolution:** A motion was made by Rogan to adopt a resolution to authorize Penn Lake Park to apply for gaming grant funds, 2<sup>nd</sup> Marth, roll call all ayes motion carried.

**Sewage Liens:** Motion by Rogan to file up to 31 liens on properties in arrears on Aqua 11/30/2017A/R report who were sent 3 dunning letters during 2017, subject to discretion upon review of the notes kept by the borough secretary, lien amount equal to full balance plus legal costs, 2<sup>nd</sup> Kuter, roll call all ayes motion carried.

**Farewell from Richard Campbell**

**Public Comment-**Borough tax collector Beverly Yenchka pointed out that in 2018 the borough needed to choose a deputy tax collector. Currently Mary Maxwell from Bear Creek serves that role, she needs to be bonded on our insurance. Vince and Rich were thanked for their service.

A Motion to adjourn was made by Kuter and 2<sup>nd</sup> by Rogan all in favor, all ayes.

**Next regular meeting, January 11, 2018 at 7pm., reorg meeting January 2' 2018 at 7pm**

Minutes prepared by Paul Rogan,

REORGANIZATIONAL MEETING  
PENN LAKE PARK BOROUGH  
JANUARY 2, 2018

The Penn Lake Park Borough Council held its reorganizational meeting on January 2<sup>nd</sup>, 2018 in the Penn Lake Park Community House. Mayor Debra Krysicki called the meeting to order at approximately 7:15 pm and opened the meeting with the Pledge of Allegiance to the Flag.

Mayor Krysicki asked for all to keep standing for a moment of silence in observance of the sudden passing of Margo Beckerman on Sunday. She was our friend, neighbor, and was the sassy ray of light that kept this Borough on its toes.

Honorable Judge Joseph F Sklarosky Jr swore in the new council members, Paul Rogan, Jasin Marth and Jill Rosenstock and the Tax Collector Beverly Yench.

It was stated the meeting is being recorded by the secretary and residents present.

**ROLL CALL:** Mayor Debra Krysicki, Councilmembers Jasin Marth, Paul Rogan, Jill Rosenstock, and Shaun Kuter were present.

Mayor Krysicki called for nominations for President of Council.

A **Motion** was made by Kuter to nominate Paul Rogan Jr for President of Council and 2<sup>nd</sup> by Marth, no other nominations were made.

Roll Call: Marth-aye, Rogan-abstained, Rosenstock-nay, Kuter-aye, motion carried.

Mayor Krysicki opened the floor for nominations for Vice President.

A **Motion** was made by Rogan to nominate Shaun Kuter for Vice President, 2<sup>nd</sup> by Marth, no other nominations were made.

Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-abstained, motion carried.

Mayor then passed the gavel to President Rogan.

President Rogan called for a **Motion** to pass **Resolution #1 of 2018** setting the Tax Collector salary at \$800.00 a year, 2<sup>nd</sup> by Kuter.

Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.

A **Motion** to pass **Resolution #2 of 2018** appointing Teresa Wojciechowski as Borough Secretary, salary at \$2000.00/year, 2<sup>nd</sup> by Kuter.

Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.

A **Motion** to pass **Resolution #3 of 2018** appointing Teresa Wojciechowski as Borough Treasurer, salary at \$1400.00/year, 2<sup>nd</sup> by Kuter.

Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.

A **Motion** to pass **Resolution #4 of 2018** setting the Council and Mayor salary at \$120.00/year and Council President at \$240.00/year, 2<sup>nd</sup> by Kuter.

Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.

A **Motion** to pass **Resolution #5 of 2018** appointing Barry Jacob as Zoning Officer at a salary of \$350.00 a month and \$0.54 a mile, 2<sup>nd</sup> by Kuter.

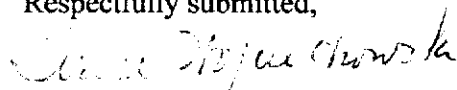
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, motion carried.  
A **Motion** to pass **Resolution #6 of 2018** appointing John Dean Esquire and his law firm as Solicitor at a salary of \$350.00 a month, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #7 of 2018** appointing Donald Beckerman as Auditor at a salary of \$500.00/year, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #8 of 2018** requiring 2 signatures (Treasurer, President or Vice President) on Borough Checks, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #9 of 2018** appointing Borton Lawson Engineering as Borough Engineer and Dam Engineer, 2<sup>nd</sup> by Kuter  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #10 of 2018** appointing Jasin Marth as the Right To Know Officer, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #11 of 2018** appointing Christopher Zweible as the EMA Coordinator, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #12 of 2018** appointing Nick Arnot as the Stormwater Engineer, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #13 of 2018** setting White Haven Journal as the paper of record when available, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.  
A **Motion** to pass **Resolution #14 of 2018** to continue using PNC, FNCB and PLGIT as the Borough Depositories, 2<sup>nd</sup> by Kuter.  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.

President Rogan stated he wants to make a motion to have the Borough establish a Memorial Recreation Fund in the memory of Margo Beckerman, 2<sup>nd</sup> by Kuter,  
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes motion carried.

A brief discussion ensued about the establishment of the fund. Contributions to be made by residents in the community. More information will be forthcoming at the regular Council meeting on January 11<sup>th</sup>, 2018  
A motion to adjourn was made by Kuter, 2<sup>nd</sup> by Rogan, Roll Call all in favor, all ayes motion carried.

Meeting Adjourned.

Respectfully submitted,

  
Teresa Wojciechowski, Secretary

COUNCIL MEETING  
PENN LAKE PARK BOROUGH  
JANUARY 17<sup>TH</sup>, 2018

The regularly scheduled monthly Council Meeting for Penn Lake Park Borough to be held on January 11<sup>th</sup>, 2018 was cancelled due to not having a quorum.

The Penn Lake Park Borough Council held a special meeting to approve the January receipts and pay the bills and appoint a councilman to the vacant council seat on January 17<sup>th</sup>, 2018 in the Penn Lake Park Community House. The meeting was opened with the Pledge of Allegiance to the Flag. Council President Paul Rogan called the meeting to order at approximately 7:00 pm.

It was stated the meeting is being recorded.

**ROLL CALL:** Mayor Debra Krysicki, Councilmembers Jasin Marth, Paul Rogan, Jill Rosenstock, and Shaun Kuter were present.

President Rogan stated the purpose of the meeting. Kuter made a motion to approve the receipts and pay the bills, 2<sup>nd</sup> by Marth.

Roll Call: Marth- aye, Rogan-aye, Rosenstock-aye, Kuter –aye, all ayes - motion carried.

President Rogan stated we have an open council seat to fill and we have received two letters, one from Richard Campbell and the other from Don Ricker.

Kuter made a motion to appoint Richard Campbell to the vacant council seat, 2<sup>nd</sup> by Rogan.

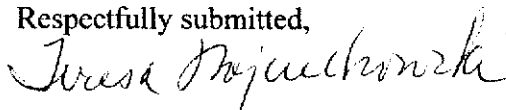
Roll Call: Marth-aye, Rogan-aye, Rosenstock-aye, Kuter-aye, all ayes – motion carried.

Mayor Debra Krysicki swore in Richard Campbell as Councilman.

A motion to adjourn was made by Rogan, 2<sup>nd</sup> by Kuter, Roll Call all in favor, all ayes motion carried.

Meeting Adjourned.

Respectfully submitted,



Teresa Wojciechowski, Secretary

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

**PNC GENERAL FUND**

Balance as of 1/11/18	\$ 515.57
Revenue Deposits from 2/08 mtg	<u>+13444.78</u>
	\$13960.35
Transfer to PLGIT Garbage Fund	-10500.00
Bills to be Paid (approved 2/08)	<u>- 1889.15</u>
<b>Balance as of 2/08/18</b>	<b>\$ 1571.20</b>

Margo Beckerman memorial fund	\$ 1460.00
<b>Total Balance in account</b>	<b>\$ 3031.20</b>

**PLGIT GENERAL FUND**

Balance as of 1/11/18	\$ 89575.58
EIT Deposit	+ 1973.43
Interest earned 1/31	<u>+ 97.22</u>
	\$ 91646.23
Bills to be Paid (approved 2/08)	<u>- 3622.33</u>
<b>Balance as of 2/08/18</b>	<b>\$ 88023.90</b>

	<b>PLGIT GARBAGE</b>	<b>LIQUID FUELS</b>	<b>PETTY CASH</b>
Balance 1/11/18	\$ 5831.79	\$18663.49	\$15.99
Deposits from 2/08 mtg	\$10500.00		
Interest earned 1/31	<u>+ 5.85</u>	<u>+ 20.50</u>	<u>.00</u>
	\$16337.64	\$18683.99	\$15.99
Bills to be Pd 2/08	<u>- 3440.00</u>	<u>- 3654.13</u>	<u>- .00</u>
<b>Balance as of 2/08/18</b>	<b>\$12897.64</b>	<b>\$15029.86</b>	<b>\$15.99</b>

**FNCB SEWER FUND**

Balance 1/11/18	\$245042.66
Interest Earned	+ 11.49
Revenue Dep 2/08	<u>+ 13841.42</u>
	\$258895.57
Bills approved 2/08	- .00
Penn Vest Loan 2/01/18	<u>- 10317.06</u>
<b>Balance as of 2/08/18</b>	<b>\$248578.51</b>

**DAM ALLOCATION FUND**

\$13753.26
13.46
<u>+ .00</u>
\$13766.72
<u>- 1300.00</u>
<b>\$12466.72</b>

# RECEIPTS: FEBRUARY 8TH, 2018 MEETING

\$ <u>1973.43</u>	HA Berkheimer, EIT - January
\$ <u>41.58</u>	Northeast Revenue Svc, Delinquent Taxes Collected
\$ <u>122.50</u>	Recorder of Deeds, Transfer Taxes Collected
\$ <u>50.00</u>	Zoning Permit, (Bartlett)
\$ <u>10500.00</u>	Garbage Fees Collected - 2018
\$ <u>13841.42</u>	Aqua PA, Sewer fees collected, November
\$ <u>2730.70</u>	Harron Communications/Metrocast 2017 Franchise Fee
<b>\$ 29259.63</b>	<b>TOTAL RECEIPTS</b>

## BILLS:

\$ <u>3440.00</u>	County Waste, January Garbage Collection
\$ <u>94.59</u>	Verizon, Telephone 1/7/18 to 2/6/18
\$ <u>31.22</u>	PPL Electric - January Streetlight
\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment February
\$ <u>350.00</u>	Atty. John Dean, January Retainer
\$ <u>1418.96</u>	Elliott Greenleaf & Dean, Misc, Borough Matters, December
\$ <u>119.97*1</u>	Paul Rogan, Fedex (Basler-Subdivision)
\$ <u>350.00</u>	Barry Jacob, ZO Salary -January
\$ <u>858.33</u>	White Haven Borough, Police Protection, February
\$ <u>2064.00</u>	White Haven Borough, Workmens Comp -Vol Fire Co
\$ <u>41.04</u>	Times Leader, 1/17/18 special mtg Ad
\$ <u>1300.00</u>	Borton Lawson Engineering- Dam Inspection
\$ <u>110.50</u>	CANWIN/Journal Ord, Planning Comm & mtg date ads (2017)
\$ <u>3654.13</u>	Jarick Construction, Cindering Rds, & plowing January
\$ <u>72.87</u>	Teresa Wojciechowski, Printer ink, folders & envelopes
<b>\$ 24222.67</b>	<b>TOTAL BILLS</b>

Memorial Donations for Margo Beckerman - \$1460.00