

May 9, 2019

PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough May Council meeting was held in the Penn Lake Park Community House. Council President Paul Rogan called the meeting to order at approximately 7:26 pm 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 Krysicki, Council President Paul Rogan, Council members Jill Rosenstock, Shaun Kuter, John Burden, and David Longmore were present.

MINUTES:

Minutes from both the April and the Special May meetings were distributed to council and copies were placed on display. The copies will be recorded as the official minutes. A **Motion** to accept the April 2019 and special May minutes was made by Kuter, 2nd by Longmore.

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

TREASURERS REPORT:

The treasurer's report was presented. A **Motion** was made by Rogan, 2nd by Kuter to accept the treasurer's report.

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

RECEIPTS/BILLS:

A **Motion** was made by Kuter, 2nd by Rogan to pay the bills of \$23,428.61 and to accept the receipts of \$34,545.26.

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

PETITIONS OR COMPLAINTS: None

CORRESPONDENCE: Correspondence was received from several sources.

- A Pave Cut Permit Application from AQUA
- A Contract with Borton/Lawson for professional services related to the storm water project
- 4 Bids for Lawn and Landscaping Service
- Notification of classes on speed limits and speed management offered by PennDot
- Outgoing correspondence by Council President Paul Rogan on behalf of the Penn Lake Park Borough Council to Chris Borton and Mayor Krysicki to express appreciation for their help with the storm water grant process

COMMITTEE REPORTS:

MAYOR – Debra Krysicki– Received notification from Matt Johnson of the Reading Railroad that PennDot approved the detour resulting from the closing of Middleburg Road that will occur sometime in the summer. Krysicki received the detour map sent by Rick Cooper. Secretary Burden will forward the map to Council Members. Mayor Krysicki received requests from residents on Williams Drive to have mail delivered to their homes as opposed to retrieving mail from boxes on Carter Drive. Krysicki contacted the Post Master in White Haven who provided a petition to be filled out by the residents which will be forwarded to Pittsburgh.

POLICE – No Report

SOLICITOR – Samantha Hazen– No Report.

ZONING – No Permits, 2 Upcoming Zoning Board Hearings for DiPippi and Lomboy concerning constructing and enlarging porches facing roadside and a roof over existing deck.

ENGINEERING–**Rogan** - No Report

DAM- **Rogan** –No Report

RECREATION –**Kuter** – No Report

LAKE MANAGEMENT- **Jill Rosenstock** – No Report

GOOSE ABATEMENT– **Kuter**- No Report

RTK/RECORDS – **John Burden** – 1 additional RTK request and two outstanding.

ROADS– **Paul Rogan** – The foot of Williams Drive was repaired at a cost of \$2,800.00.

SEWER – **Paul Rogan** – No Report.

UNFINISHED BUSINESS:

Gaming Grant – The Borough received \$75,000.00 for storm water drainage. A proposal from Borton Lawson was received requesting for \$7,500.00 for engineering services. A **Motion** was made by Rogan, 2nd by Longmore to accept the Borton Lawson proposal. Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed. Motion carried. Council President Rogan contacted contacted Sandy Orth, the Gaming Grant Administrator who outlined procedures to obtain the \$75,000.00 grant. Rogan has a sample easement agreement for the storm water pipes to run from the road to the lake. A **Motion** was made by Rogan, 2nd by Kuter to accept the Gaming Grant. Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed. Motion carried.

ADA Grant– No Report.

Short Term Rentals – A Public Meeting is in order. A **Motion** was made by Rosenstock, 2nd by Rogan to have a special public meeting prior to the June Council Meeting. Roll Call all in favor, all ayes, none opposed. Motion carried.

Grass Cutting – A **Motion** was made by Rosenstock, 2nd by Longmore to accept the bid from Paragon for grass cutting and landscape services. Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed. Motion carried.

Water Main Replacement – Curb boxes for current AQUA water customers will be installed. Customer preference on location of boxes is pending. Installation of two hydrants is not feasible.

NEW BUSINESS:

Ambulance Service – George Wood, on behalf of Advanced Life Support Ambulance from Hazelton spoke on ambulance response and applicable charges.

Sewage Pumps – One of six pumps purchased by the borough remain. A **Motion** was made by Rogan, 2nd by Kuter, to purchase six additional pumps for \$12,153.96.

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

PUBLIC COMMENT: Council member Burden spoke on the separation of websites for the Borough and the Association. Tom Thorton will handle creation and maintenance of both websites for a monthly fee of \$15.00. Thorton asked Council Members to view other borough websites to use as model. Barbara Sudimak urged repair of ruts on Hollenback Road resulting from storms. Rogan will contact former Council Member Campbell for prior procedures on repairs and will arrange repairs.

A **Motion** to adjourn was made by Kuter, 2nd by Rogan.

Roll Call all in favor, all ayes, none opposed. Motion carried.

Meeting adjourned at 8:15 pm.

The next meeting will be on June 13, 2019 at 7:00 pm.

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT June 13th, 2019

PNC GENERAL FUND

| | |
|--------------------------------|--------------------|
| Balance as of 5/09/19 | \$18079.77 |
| Revenue Deposits from 6/13 mtg | + <u>1671.31</u> |
| | \$19751.08 |
| Bills to be Paid 6/13/19 | - <u>6801.34</u> |
| Balance as of 6/13/19 | \$ 12949.74 |

| | |
|-------------------------------------|-----------------------------|
| Margo Beckerman memorial fund | \$ 783.83 (1860.00-1076.17) |
| Total Balance in PNC account | \$13733.57 |

PLGIT GENERAL FUND

| | |
|------------------------------|--------------------|
| Balance as of 05/09/19 | \$105709.23 |
| EIT Deposit | + 7545.45 |
| Interest earned 5/30 | + <u>207.56</u> |
| | 113462.24 |
| Bills to be Paid 6/13/19 | - <u>.00</u> |
| Balance as of 6/13/19 | \$113462.24 |

| | PLGIT GARBAGE | LIQUID FUELS | PETTY CASH |
|------------------------------|----------------------|---------------------|-------------------|
| Balance 5/09/19 | \$30110.83 | \$33063.38 | \$14.54 |
| Deposits from 6/13 mtg | \$.00 | | |
| Interest earned 05/30 | <u>\$ 60.34</u> | <u>\$ 65.74</u> | \$.00 |
| | \$30171.17 | \$33129.12 | |
| Bills to be Pd 6/13/19 | - <u>3817.50</u> | - <u>.00</u> | - <u>.00</u> |
| Balance as of 6/13/19 | \$26353.67 | \$33129.12 | \$14.54 |

FNCB SEWER FUND

| | |
|------------------------------|--------------------|
| Balance 05/09/19 | \$250029.52 |
| Interest Earned | + 85.36 |
| Revenue Dep 6/13/19 | + <u>16039.35</u> |
| | \$266154.23 |
| Bills approved 6/13/19 | - 22899.84 |
| Penn Vest Loan 6/01/19 | - <u>10317.06</u> |
| Balance as of 6/13/19 | \$232937.33 |

DAM ALLOCATION FUND

| |
|-------------------|
| \$22815.31 |
| 43.12 |
| + <u>.00</u> |
| \$22858.43 |
| - <u>.00</u> |
| \$22858.43 |

RECEIPTS: June 13th, 2019 MEETING

| | |
|--------------------|--|
| \$ <u>1000.00</u> | Zoning Hearing Fees, (DiPipi) |
| \$ <u>300.00</u> | Zoning Permit Fees |
| \$ <u>16039.35</u> | Aqua PA, Sewer Monthly Fees Collected, (March) |
| \$ <u>7545.45</u> | HA Berkheimer, EIT for May |
| \$ <u>28.80</u> | Northeast Revenue Service, Delinquent Taxes |
| \$ <u>156.42</u> | Real Estate Taxes Collected |
| \$ <u>186.09</u> | Commonwealth of PA, State Police Fines |

\$ 25256.11 TOTAL RECEIPTS

BILLS:

| | |
|--------------------|--|
| \$ <u>111.30</u> | Reeves Rent A John Inc, Portable Potty - May |
| \$ <u>28.59</u> | PPL Electric – May Streetlights |
| \$ <u>10317.06</u> | Penn Vest Loan Monthly Payment - June |
| \$ <u>350.00</u> | Atty. John Dean, May Retainer |
| \$ <u>350.00</u> | Barry Jacob, ZO Salary –May |
| \$ <u>161.00</u> | Barry Jacob, April & May mileage & postage, & 2 Zoning Hearings |
| \$ <u>355.00</u> | The Citizens Voice, Public Hearing Notice (DiPipi) |
| \$ <u>24.00</u> | CANWIN/Journal, grass cutting ad |
| \$ <u>3817.50</u> | County Waste, May Trash Removal |
| \$ <u>858.33</u> | White Haven Borough, June Police Svc |
| \$ <u>100.00</u> | Sargents Court Reporting Svc, Inc, (DiPipi) |
| \$ <u>800.00</u> | Atty. Mark P McNealis, 2 - Zoning Hearings (DiPipi) |
| \$ <u>500.00</u> | Aqua PA, Pump Repairs Invoice 6-2019 (Detweiler) |
| \$ <u>10245.88</u> | Aqua PA, New Service – (Lakeview Dr, Young) |
| \$ <u>338.00</u> | Luzerne County Treasurer’s Office , Printing Tax Bills |
| \$ <u>37.62</u> | HA Berkheimer, Admin & Comm, April |
| \$ <u>1076.17</u> | Paul Rogan, Heritage Bench for Margo Beckerman from Belson Co |
| \$ <u>12153.96</u> | Site Specific Design, Inc, 6 Grinder Pumps |
| \$ <u>1487.50</u> | Karen Burden, Sec Salary & rent, 6 months |
| \$ <u>700.00</u> | Teresa Wojciechowski, Treasurers salary, 6 months |
| \$ <u>1100.00</u> | Paragon Home Maintenance, Grass Cutting 1 st Pmt per contract |

\$ 44911.91 TOTAL BILLS