

DECEMBER 17, 2020

## PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough December Council meeting was held via the conferencing app, Gotomeeting. Council President Paul Rogan called the meeting to order at 7:03 and stated that the meeting is being recorded.

**ROLL CALL:** Mayor Debra Krysicki, Council President Paul Rogan, Council members Shaun Kuter, Jill Rosenstock, and John Burden responded. Council member David Longmore was absent.

### **MINUTES:**

Minutes from November Council Meeting were distributed to council via email. The copies will be recorded as the official minutes and will be posted on the borough's website. A **Motion** to accept the November Council Meeting Minutes was made by Kuter, 2<sup>nd</sup> by Rosenstock.

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

### **TREASURERS REPORT:**

The Treasurer's Report was presented. A **Motion** was made by Rosenstock, 2<sup>nd</sup> by Kuter to accept the Treasurer's Report.

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

### **RECEIPTS/BILLS:**

A **Motion** was made by Rosenstock, 2<sup>nd</sup> by Kuter to pay the bills of \$32,281.18 and to accept the receipts of \$23,976.66.

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

A **Motion** was made by Rogan, 2<sup>nd</sup> by Kuter to add payments to William Orr in the amount of \$13,980.00 for replacing the guard rail on the dam and to Mary O'Leary in the amount of \$63.50 for a sewage over-pavement.

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

### **PETITIONS OR COMPLAINTS:**

- Several residents complained about road conditions from a winter storm. Jarick later came to treat the roads with gravel.

### **CORRESPONDENCE:**

- The Borough received a renewal proposal from Insurance Carrier, Encova, noting the current policy expires January 22, 2021.
- A Completeness Notification Letter was sent to the Borough from the PA Turnpike Commission regarding the fiber optic installation project.
- The Borough received the Dam Inspection Report from Borton Lawson.

## **COMMITTEE REPORTS:**

**MAYOR – Debra Krysicki**– Thanked all Dam Advisory Committee Members for their hard work and also a special recognition to Charlotte Carter for her leadership and work on the Dam Grant Applications and also for meeting the filing deadlines. Krysicki also thanked the many volunteers that made Penn Lake a little nicer and a great place to live.

**POLICE** – Mayor Krysicki stated the Borough received 24.75 hours of service for November. Incidents included a motor vehicle accident, a warrant, and a welfare check.

**SOLICITOR – Jack Dean** – Nothing to Report.

**ZONING** – 1 permit was issued on Woodland Dr.

**ENGINEERING – Rogan** – Nothing to Report.

**DAM- Rogan** – Will address in Unfinished Business.

**RECREATION– Kuter** – Will be addressed under DCNR/ADA Grants.

**LAKE MANAGEMENT - Rosenstock** – Nothing to Report.

**GOOSE ABATEMENT – Kuter** – Nothing to Report.

**RTK/RECORDS –Burden** – Nothing to Report.

**ROADS –Longmore** – Rogan commented on the great work of replacing the dam guard rail performed by William Orr Construction.

**SEWER –Rogan** – The Borough will issue a check to Mary O’Leary for \$63.50 for an overpayment. Rogan also stressed the need to remind residents that only human waste and toilet paper should go down the drains. Baby wipes and other sanitary products clog the grinder pumps and suggests this information be addressed in the January Mailer.

**SHORT TERM RENTALS- Rosenstock** – The registration form is tweaked and the goal should be to include notice of the STR Ordinance and Registration form in the January Mailer ensuring every property owner is notified and included.

## **UNFINISHED BUSINESS:**

**Tax Ordinance** – The 2021 Tax Ordinance setting the tax rate at 4.6 mills, 4.2 mills for dam repairs and .4 mills for general expenses was advertised. A **Motion** was made by Rogan, 2<sup>nd</sup> by Rosenstock to adopt the 2021 Tax Ordinance.

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

Motion carried.

**2021 Budget** – The 2021 Budget was advertised. A **Motion** was made by Rogan, 2<sup>nd</sup> by Kuter to adopt the 2021 Budget.

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

Motion carried.

**DCNR/ADA Grant** – Bids on the DCNR project were opened 12/3/2020. Wayco Incorporated was the lowest bidder at \$32,269.66. A **Motion** was made by Rosenstock, 2<sup>nd</sup> by Rogan to award Wayco Incorporated the DCNR Project.

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

Motion carried.

Rosenstock noted that the playground equipment will arrive in January.

**COVID 19** –A **Motion** was made by Rogan, 2<sup>nd</sup> by Kuter to extend the State of Emergency for 30 days.

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

Motion carried.

Rogan noted the Borough is eligible for an additional \$4,908.00 for COVID Expenses.

**Stop Signs / Speed Limit Signs** – Nothing to Report.

**O'Neil Property-** A quote to repair the property for \$2,500.00 was received which Council felt was excessive. Edgar Getz gave an estimate of \$850.00; however, the price might increase slightly if more topsoil is needed. A **Motion** was made by Kuter, 2<sup>nd</sup> by Rogan to allow Getz to repair the property at a price not to exceed \$950.00.

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

Motion carried.

**Dam** –

- Borton Lawson Dam Inspection report was received.
- Design and RFP from the Dam Advisory Committee will go out shortly.
- Several meetings with three engineering firms were held.
- DEP- No Communication or Consent Order has been received from DEP.
- Grants – Charlotte Carter submitted grant applications to FEMA for the FMA and BRIC grants. Jim Brozena was utilized as a consultant with the grant applications and proved to be a valuable asset.
- Dennison Township agreed to be a sub-applicant for both grants.
- FMA and BRIC grants were submitted in November for a total of \$9,877,000.00
- The FMA grant for \$301,000.00 is under review by FEMA. A Decision will be made late spring, early summer.
- The Dam Advisory Committee is researching the availability of PA grants and other funding sources.
- Council members Rogan and Kuter spoke with several banks regarding financing and met with Attorney Dean to discuss next steps. Dean advised contacting a broker and getting multiple bids.
- Council members Kuter and Rogan spoke to three brokers. A recommendation was made to engage the smallest brokerage firm, Case Conn, with Broker Michael Judge for the best service. A **Motion** was made by Kuter, 2<sup>nd</sup> by Rosenstock to engage the brokerage firm, Case Conn, with Michael Judge as broker, pending he submits a revised proposal.
- Roll Call: Rogan, Kuter, Rosenstock, and Burden all in favor, none opposed. Motion carried.
- Dam Advisory member, Margaret Bastow, had no recent updates since the last meeting. Bastow stressed the importance of continuing to keep the community engaged and informed with monthly as well as emergency email updates and noted an update was emailed after the November Council Meeting. Bastow wishes to increase email contacts and reached out to Council Rosenstock's Community Face Book Page to encourage members to sign up for dam updates on the Borough's Website. Kuter suggested including sign up info in the January mailer as well.

**NEW BUSINESS:**

**Insurance Renewal-** A **Motion** was made by Rogan, 2<sup>nd</sup> by Kuter to accept and renew insurance coverage with DGK Insurance.

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

Motion carried.

***Entech Aqua Main Replacement*** – Jeremy Clarke, an Entech representative, informed the Borough that AQUA plans to continue water main replacement around Lakeview which will result in the total repaving of Lakeview Drive in the proposed area.

**PUBLIC COMMENT-** None

A **Motion** to adjourn was made by Kuter, 2<sup>nd</sup> by Rogan.

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

Motion carried.

Meeting adjourned at 7:49 pm.

**The next meeting will be held on January 14, 2021, at 7:00 PM  
via the Gotomeeting App.**

Respectfully submitted,

Karen Burden, Secretary