

Penn Lake Park Borough
Agenda-November 11th 2021 7pm Meeting
<https://global.gotomeeting.com/join/384401149> Ph.(312) 757-3117 Access Code: 384-401-149

Work Session



Call to Order

Roll Call

Meeting Minutes Approval

Treasurers Report

Receipts and Bills

Petitions and Complaints

Correspondence

Committee Reports:

- Mayor
- Police
- Attorney
- Zoning
- Recreation
- Lake Management
- Goose Abatement
- Records
- Roads
- Sewer
- Short Term Rental

Unfinished Business

- DCNR/ADA Grants-Project and Reimbursement Status
- COVID19-
 - Renew?(No)
- Trash bids
- Dam
 - Activity since the October council meeting
 - Streamline/Thorobred have requested a change order for tree removal on the west end of the dam to allow drone analyses of the dam in that location, need a motion to authorize and approve the change order
 - There is an additional grant, the Hazard Mitigation Grant Program (HMGP). Presently we have engaged Jim Brozena to administer the \$301k grant we have been awarded, and to pursue this years FEMA FMA and BRIC grants. Need a motion to authorize Brozena to file the HMGP grant at his rate of \$150 per hour not to exceed \$5,000
 - Dam-It was suggested that we look into putting a weight limit on the dam, and perhaps 1 one vehicle at a time on the dam.

New Business

- Mayor Carter-Pennsylvania State Mayors' Association-Need a motion to approve \$60 fee
- Council will have the "first reading" of the 2022 budget. Need a motion to advertise.
- Short term rental fee is currently \$750. Same for 2022? How about dues date and late fee, not in the current version of the application. Discuss and make motions to set if necessary.

Final Public Comment

Adjourn

OCTOBER 14, 2021
PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough October Council meeting was held via the conferencing app, Gotomeeting. Council President Paul Rogan called the meeting to order at 7:02 PM and stated that the meeting is being recorded.

Council President Rogan announced that a Special Meeting had been advertised and was held on September 23, 2021 to discuss and adopt a resolution formally requesting an LSA grant, designating an official to execute all documents, describing briefly the project scope, and identifying the grant amount of \$535,633.00. The Motion was passed and the meeting adjourned.

ROLL CALL: Council President Paul Rogan, Council members Shaun Kuter, Jill Rosenstock, David Longmore, and John Burden responded.

A **Motion** was made by Rogan, 2nd by Longmore to accept the resignation of Mayor Deborah Krysicki effective September 30, 2021.

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

A **Motion** was made by Rogan, 2nd by Rosenstock to appoint Tom Carter as Mayor to fulfill the remainder of Krysicki's term.

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

Tom Carter was then sworn in by the Honorable Judge Hughes.

MINUTES:

Minutes from both the September Council Meeting and the Special September 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 both the September Council Meeting Minutes and the Special September Council Meeting 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 Rosenstock, 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 Rosenstock to pay the bills of \$104,568.22 and to accept the receipts of \$22,620.03.

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

PETITIONS OR COMPLAINTS:

Bob Moser complained County Waste did not recognize his address and would not satisfactorily communicate with him concerning his request for larger trash and recycle bins. County Waste would not pick up his bagged garbage resulting from his too small containers.

CORRESPONDENCE:

- The Borough received notice that the PA Department of Community and Economic Development has processed the Borough's request for federal fiscal recovery funds under the American Rescue Plan Act of 2021.
- The Borough received calls concerning bus pick-ups and drop-offs at only two locations during the water main replacement project.
- A letter of resignation from Mayor Krysicki effective September 30th was received.
- The Borough received a request from Tom Carter to be appointed as Mayor along with his resume.
- Former Mayor Krysicki forwarded the August Police Report: The Borough received a total of 28.96 hours of service. Incidents were: 4 traffic violations, 2 EMS assists, and 1 Burglar alarm.
- Council President Rogan wrote a letter of support on behalf of Penn Lake Park Borough for the White Haven LSA 2021 grant application for the completion of the White Haven Area Community Library and Visitor's Center.
- Kathy Donaldson thanked the Penn Lake Garden Club for their efforts. Donaldson felt last month's Council Meeting was chaotic and was alarmed at verbal attacks by some Council members which were directed toward another Council Member. She calls for a general decorum of respect and civility from all Council Members. Mrs. Donaldson expressed sadness at Mayor Krysicki's resignation and wished to thank the former mayor for her exceptional years of service.
- The Borough received a single bid for snowplowing and salting which came from Jarick Construction.
- DGK Insurance offered to meet with a Council Member concerning the new policy.
- Council Member Longmore requested an update on the ADA grant.

COMMITTEE REPORTS:

MAYOR – Tom Carter – Nothing to Report.

POLICE – No September Report was presented.

SOLICITOR – John Dean - On behalf of the Crestwood School District Attorney Dean asked the Borough to enter into an inter-governmental agreement to allow the use of a stop signal arm enforcement system on school busses allowing a photograph to be taken of any vehicle that overtakes a bus.

ZONING – No Report was received.

RECREATION– Kuter –Nothing to Report.

LAKE MANAGEMENT - Rosenstock – Emails were sent to Council Members regarding the procedure for water testing. Rosenstock reported that all water tests were performed correctly and accurately.

GOOSE ABATEMENT – Kuter - Nothing to report.

RTK/RECORDS –Burden – One RTK was received and completed.

ROADS –Longmore – Rogan and Longmore have met with a representative of the company that will complete the paving for the AQUA water main replacement project. Council Member Kuter commented on the good work performed by Shiffer Bituminous for paving and pothole patching.

SEWER –Rogan – Tom Hughes questioned whether the Borough received his \$5,000.00 deposit/refund since DEP rejected his permit to connect to the Borough’s sewer system. Suzanne Winters had problems with her grinder pump resulting from tree roots on her homeowner’s side. Rogan made a request to AQUA that two new sewer connections for Larry Oliver and Cheryl Rohl be completed before the road is resurfaced in connection with the AQUA project.

SHORT TERM RENTALS- Rosenstock – Nothing to Report.

UNFINISHED BUSINESS:

Snow Removal – A **Motion** was made by Rogan, 2nd by Kuter to engage Jarick Construction for snowplowing and salting.

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

DCNR/ADA Grant – Rosenstock gave an overview of the projects: in August 2018, a motion was made to apply for Community Development Money in the form of a Grant. March 2019 the DCNR grant wasn’t awarded due to poor maintenance; however, funds came from a DCED grant without involvement of taxpayer’s money. In August 2019, the DCNR grant was approved by the state. October 2019 all proposals were given to Council in hard copy. November 2019 Barry Islet Engineering was awarded the DCED contract and in 2020 Borton Lawson was engaged to complete the DCNR project. Rosenstock reported the DCED portion will be reimbursed after completion in 2022 if all requirements were met. DCNR gave \$25,000.00 several months ago. All paperwork has been submitted and \$25,000 to \$30,000.00 will be reimbursed to the Borough in 2021 from the DCNR grant, and approximately \$12,000.00 from the DCED grant will be reimbursed in 2022.

LSA Grant – The Borough received \$75,000.00 in 2018 and \$86,000.00 in 2019 from LSA Grants. Currently the Borough applied for \$536,000.00 in September 2021 to address drainage in the North Lakeview area.

COVID 19 –A **Motion** was made by Rogan, 2nd by Kuter to extend the State of Emergency for 30 days and continue to hold virtual meetings.

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

Dam –

- Multiple communications have been made to Senator Casey concerning the status of the FEMA Grant.
- The Borough’s application was marked for further review.

- Jim Brozena is working with the FEMA regional office to handle pre-award activities.
- Rogan reported that a Dam Safety HHPD grant could be a funding option for 2022.
- Streamline Engineering is continuing work including the survey of Wright's Creek impact, the basometric survey, and hydraulic analysis, geo-technical work, and core sampling,
- Several meetings were held with the Dam Advisory group
- A Public Information Meeting was held at the Community House on October 10, 2021. A link to the meeting is available on the Borough's website.
- Two letters of interest were filed by Council President Rogan regarding the FEMA grant and BRIC Hazardous Mitigation grant through PEMA.
- Streamline Engineering requested a Change Order which will be addressed at the November Council Meeting.
- The following Motions were made in connection with the Dam Project:
A **Motion** was made by Rogan, 2nd by Kuter to adopt Resolution 3 of 2021 to pursue a FEMA Grant not to exceed \$10,000,000.00.
Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed.
Motion carried.
A **Motion** was made by Rogan, 2nd by Rosenstock to adopt Resolution 4 of 2021 Committing the Borough to a 25% match on the FEMA grant application.
Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed.
Motion carried.
A **Motion** was made by Rogan, 2nd by Rosenstock to adopt Resolution 5 of 2021 to pursue a HMGP grant not to exceed \$10,000,000.00.
Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed.
Motion carried.
A **Motion** was made by Rogan, 2nd by Rosenstock to add the **Motion** to engage Jim Brozena for future grant writing.
Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed.
Motion carried.
A **Motion** was made by Rogan, 2nd by Rosenstock to engage Jim Brozena for grant writing for the FEMA and BRIC grants at a rate of \$150.00/hr. not to exceed \$15,000.00.
Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed.
Motion carried.

NEW BUSINESS:

Trash Contract – A **Motion** was made by Rogan, 2nd by Longmore to advertise for trash removal in both the newspaper and on Penn Bid for a one-, two-, or three-year contract.
Roll Call: Rogan, Kuter, Rosenstock, Longmore, and Burden all in favor, none opposed.

Motion carried.

2022 Council Meetings – A **Motion** was made by Rogan, 2nd by Kuter to advertise the 2022 Council meeting dates as the 2nd Thursday of each month except for December, which is the 3rd Thursday, and to have the regular January meeting immediately following the Reorganization Meeting on January 3rd.

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

Inter-Governmental Agreement – A **Motion** was made by Rogan, 2nd by Rosenstock to adopt the inter-governmental agreement to allow bus photographic systems in the Borough.

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

PUBLIC COMMENT-

- Council welcomed newly appointed Mayor, Tom Carter.
- Ian Preedy is concerned the White Haven Police are over-stepping their bounds. Preedy detailed an incident where he and his wife, Katie, were returning home from the Penn Lake 80th celebration and were stopped by a plain clothed White Haven policeman who requested identification as there was a call that three suspicious people were reported around the lake. The following day Katie Preedy called the White Haven Chief of Police to express concerns regarding the incident. Mrs. Preedy felt the interaction was negative and felt she was treated in a rude and aggressive manner. Preedy requested an email of the report which was not received. A few days later Ian Preedy stopped at the police department to obtain the report which contained their names although they were never given to the plain clothed policeman as well as the name of a Council member along with other untrue statements.

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

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

Meeting adjourned at 7:53 PM.

**The next meeting will be held on November 11, 2021, at
7:00 PM via the Gotomeeting App.**

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT November 11th, 2021

PNC GENERAL FUND

Balance as of 10/14/21	\$16897.41	(misprint of bills total last mo by \$0.10)
Revenue Deposits 11/11 mtg	<u>+ 2344.05</u>	
	\$19241.46	
Transfer to Dam Fund	\$.00	
Bills to be Paid 11/11/21	<u>- 1612.95</u>	
Balance as of 11/11/21	\$17628.51	(\$16119.06 –DCED)

PLGIT GENERAL FUND

Balance as of 10/14/21	\$74996.62
EIT Deposit	+ 1649.31
Revenue Deposits 11/11/21 mtg	+ .00
Interest earned 10/30/21	<u>+ .91</u>
	76646.84
Bills to be Paid 11/11/21	<u>- 970.96</u>
Balance as of 11/11/21	\$75675.88

DAM ALLOCATION FUND

\$162.660.44
+ .00
<u>+ 1.79</u>
\$162662.23
<u>- 38763.56</u>
\$123898.67

PLGIT GARBAGE

Balance 10/14/21	\$20260.88
Deposits from 11/11/21 mtg	\$.00
Interest earned 10/30/21	<u>\$.23</u>
	\$20261.11
Bills to be Pd 11/11/21	<u>- 3863.49</u>
Balance as of 11/11/21	\$16397.62

LIQUID FUELS

\$18065.65
.00
<u>.31</u>
\$18065.96
<u>.00</u>
\$18065.96

FNCB SEWER FUND

Balance 10/14/21	\$219293.07
Interest Earned	+ 9.92
Revenue Dep 11/11/21	<u>+ 22438.81</u>
	\$241741.80
Bills approved 11/11/21	- .00
Penn Vest Loan 11/1/21	<u>- 10317.06</u>
Balance as of 11/11/21	\$231424.74

LUZERNE BANK

\$10500.00
.00
<u>.00</u>
\$10500.00
<u>.00</u>
\$10500.00

DCNR ACCT - \$40.00 -10.00(Svc Fees) = \$30.00

ADA ACCT - \$0.00 CLOSED

RECEIPTS: November 11TH, 2021 MEETING

\$ <u>1800.75</u>	County of Luzerne, Recorder of Deeds, Transfer Taxes Collected
\$ <u>11138.81</u>	Aqua PA, Monthly Sewer Fees Collected - August
\$ <u>500.00</u>	Zoning Hearing Fee,(Rohl)
\$ <u>42.50</u>	District Court 11-3-06, Fines Collected
\$ <u>1649.31</u>	Berkheimer, EIT
\$ <u>11300.00</u>	Sewer Connection Fee from S&S Home Builders RE: Rohl
\$ <u>.80</u>	Elite Revenue Solutions, Delinquent Taxes Collected

\$ 26432.17 TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – November
\$ <u>3863.49</u>	County Waste, October Garbage Collection
\$ <u>350.00</u>	Atty. John Dean, October Retainer
\$ <u>182.00</u>	PA State Assoc of Boroughs, 2022 Council & Borough Dues
\$ <u>29.01</u>	PPL Electric – October Streetlights
\$ <u>21.94</u>	HA Berkheimer Inc, October Admin & Comm
\$ <u>600.00</u>	McNealis Law Offices Variance & New Construction (Rohl)
\$ <u>430.00</u>	Barry Jacob, ZO Salary –October & Miles & Zoning Hearing
\$ <u>858.33</u>	White Haven Borough, November Police Protection
\$ <u>201.95</u>	PNC Bank Card, OOMA/LogMeIn mtg,[Dam notices/flyers(89.32)]
\$ <u>142.08</u>	Luzerne Bank, Interest Due (October)
\$ <u>38532.16</u>	Streamline Engineering Inc, Dam Studies/Mapping

\$ 55528.02 TOTAL BILLS

Penn Lake 2022 BUDGET-First Draft

Notes.....	2
Dam.....	2
Adjustments for 2021	3
Roads.....	3
Trash Calculation.....	3
Sewer Fund	3
Budget Variances	4
PENN LAKE PARK BOROUGH-2022 BUDGET-First Draft-Revenue	5
PENN LAKE PARK BOROUGH-2022 BUDGET-First Draft-Expense	7
PENN LAKE PARK BOROUGH 2022 BUDGET- First Draft Liquid Fuels- INCOME AND EXPENSE.....	9
PENN LAKE PARK BOROUGH-2022 BUDGET- First Draft Sewer INCOME AND EXPENSE.....	10

Notes

This budget was prepared as follows:

1. 10 months of actuals from the Treasurers October Report
2. Estimate November and December Actuals to derive 2021 estimated actuals
3. Adjust 2021 actuals by amounts considered to be one time or unusual occurrences in 2021-Steps 1 thru 3 contained in a spreadsheet, available upon request

Dam

Penn Lake has been put on notice by the PA DEP that deficiencies exist at the dam and spillway. Preliminary analysis has indicated that the costs to address the deficiencies identified by the Pennsylvania DEP could reach as high as \$10,000,000.00.

Activities in 2021:

- Ballot question-almost 91% positive response (11/2020)
- Taxes put in place to fund \$3m line of credit (12/2020)
- Line of credit arranged with Luzerne bank
- Active engagement of a "Dam Advisory Group"
- RFP for dam investigation options and preparation of design ready data packet
- Bid meeting-18 firms attending
- FEMA FMA grant award of \$301,000
- Selection of Streamline/Thorobred
- Streamline/Thorobred commence survey, bathometric, geotechnical, hydrological work

Activities anticipated for 2022 include:

- Conclusion of Streamline / Thorobred preparation of design ready data packet
- Select firm for Detailed Design and Permitting, commence work on same
- Grant applications-FEMA FMA and BRIC, High Hazard Potential (HHPD)
- Public meeting with dam advisory group to recommend detailed design
- Presentation of detailed design to the PA DEP

Activities anticipated for 2023 include

- DEP Acceptance of design-March 2023 +/-
- RFP for construction-April 2023 +/-
- Construction to commence September 2023 +/-

Adjustments for 2021

These are adjustments made to expected amounts that are unusual or one time occurrences. Rev=Revenue,
Exp=Expense

1. 351.120/Rev Emergency DR – FEMA FMA Grant-**Adjusted up** -\$301k account of FEMA FMA Grant
2. 351.070/Rev Recreation Grant **Adjusted down** \$16k
3. 355.080/Rev GAMING FUNDS **Adjusted up** \$55,770 for grant money expected
4. 362.480/Rev Short Term Rental Fees **Adjusted up** \$1000 not prorated for 2022
5. 408.310/Exp Prof Svc/Engineer **Adjusted up** \$175,000. This is professional services related to dam
6. 426.450/Exp Sanitation Contracted Co **-Adjust up** \$5k account of new contract coming up, unknown costs just yet
7. 438.000/Exp Maint/Repairs Bridges/Roads-**Adjust up** \$55,770 account of Hollenback Drainage project funded by gaming grant
8. 451.070/Exp CULTURE & RECREATION **Adjust down** \$67k, No expenses in 2022
9. 472.100/Exp INTEREST DUE ON LOAN **Adjust up** \$2k-Due to dam interest on line of credit
10. 426.450/Exp Sanitation Contracted Co-**Adjust up** \$5k account new contract
11. 364.110/Rev Sewer Connections-Adjust Up \$21k account of new connects expected from growth

Roads

The borough expects that roads will be in pretty good condition after the Aqua paving project. The budget can be used to re-pave the more problematic paving, such as William Drive.

Trash Calculation

TBD Need to wait for trash bids

Sewer Fund

The balance on the PennVest Penn Lake sewer loan will be \$465,287.91 at the beginning of 2022. The balance at the end of the year will be \$350,066.86, provided no extra payments are made. The expected payments received from the monthly \$79 customer charge billed amount and the \$120 annual lot availability charge is adequate for making the monthly PennVest payment as well as expected maintenance for the sewer system.

Budget Variances

	A	B	C	D
		Estimated Actual 2021	Budget 2021	Variance (Unfavorable)
1				
2	Discretionary			
3	Income	\$360,031.75	\$335,000.00	\$25,031.75
4	Expenses	\$345,985.72	\$359,000.00	\$13,014.28
5	Net			\$38,046.03
6				
7	Liquid Fuels			
8	Income	\$19,983.66	\$22,000.00	(\$2,016.34)
9	Expenses	\$26,980.09	\$29,000.00	\$2,019.91
10	Net			\$3.57
11				
12	Sewer			
13	Income	\$147,957.12	\$187,000.00	(\$39,042.88)
14	Expenses	\$214,854.13	\$127,000.00	(\$87,854.13)
15	Net			(\$126,897.01)

- Discretionary and Liquid Fuels variances moderately favorable
- Sewer-Income. Connections didn't materialize,

341,030	Interest	(800.43)
364,110	Sewer Connections	(22,700.00)
364,100	Monthly Fees Collected	(15,542.45)
		(39,042.88)

- Sewer Expense. Repairs-we made an error and only budgeted \$3000, which is absurdly low. We won't make that mistake in 2022,

429,610	Repairs/Hookups	(88,049.53)
471,000	Penn Vest Loan-Debt Svc	195.40
		(87,854.13)

PENN LAKE PARK BOROUGH-2022 BUDGET-First Draft-Revenue

January through December 2022

INCOME (Discretionary)			
			2022 Budget
Real Estate Taxes			
		Uncategorized	\$0.00
	301.100	Real Estate (.4 mils)	\$20,000.00
	301.110	Real Estate -Dam (4.2 mils)	\$209,000.00
	301.400	Real Estate – Delinquent	\$2,000.00
	310.100	Real Estate – Tax Transfer	\$8,000.00
	310.200	Earned Income Tax	\$46,000.00
Total Real Estate Taxes			\$285,000.00
License & Permits			
	321.800	Cable TV Franchise	\$3,000.00
Total License & Permits			\$3,000.00
Fines			
	330.000	Vehicle Code Violation	\$0.00
	331.100	COURT. DISTRICT MAGISTRATE	\$0.00
	331.120	VIOLATIONS OF ORDINANCES	\$0.00
Total Fines			\$0.00
Interest Earnings			\$0.00
	341.000	GENERAL INTEREST	\$0.00
	341.010	Dam Interest	\$0.00
	341.020	GARBAGE INTEREST	\$0.00
Total Interest Earnings			\$0.00
State Entitlements			
	351.120	Emergency and DR	\$301,000.00
	351.070	Recreation Grant	\$0.00
	354.090	Community Development	\$0.00
	355.010	PUBLIC UTILITY REALTY TAX	\$0.00
	355.080	GAMING FUNDS	\$55,770.00
	355.990	Fire Relief Allocation	\$2,000.00
Total State Entitlements			\$358,770.00

Charges for Services/Public Safety			
	361.000	General Government	\$2,000.00
	361.340	Zoning Hearing Fees.	\$1,000.00
	361.330	Zoning Permits/UCC Permits	\$1,000.00
	362.000	(Public Safety) Variance Hearings	\$0.00
	362.510	Sale of recycling cans	\$0.00
	364.000	ALL OTHER CHARGES	\$0.00
	362.480	Short Term Rental Fees	\$5,000.00
	364.450	Sanitation GARBAGE FEES COLLECTED	\$47,000.00
Total Charges for Services/Public Safety			\$56,000.00
Miscellaneous Revenues			
	380.000	Miscellaneous	\$0.00
	389.000	MISCELLANEOUS	\$0.00
Total Miscellaneous Revenues			\$0.00
		TOTAL INCOME	\$702,770.00
		Carryover Funds-12/31/2021	\$201,000.00
		Budget-Available Resources -2022	\$903,770.00

PENN LAKE PARK BOROUGH-2022 BUDGET-First Draft-Expense

January through December 2022

EXPENSE (Discretionary)			2022 Budget
Borough Administration			
	400.000	Council Salaries	\$1,000.00
	400.340	Advertising/Postage/Printing	\$3,000.00
	400.350	Insurance & Bonding	\$4,000.00
	401.000	Mayors Salary	\$0.00
	402.000	Auditors Salary	\$1,000.00
	403.110	Tax Collectors Salary	\$1,000.00
	403.200	Tax Collectors Supplies	\$0.00
	403.300	HA Berkheimer, Admin/Comm	\$1,000.00
	404.300	Attorney Fees	\$8,000.00
	405.120	Secretary Salary	\$2,000.00
	405.120	Treasurer Salary	\$2,000.00
	406.000	General Government/Misc	\$1,000.00
	406.210	General Government Supplies	\$1,000.00
	408.310	Prof Svc/Engineer	\$301,000.00
	409.380	Rent & Other Services	\$1,000.00
		Uncategorized	\$0.00
Total Borough Administration			\$327,000.00
Public Safety	410.000	Police	\$10,000.00
	411.000	Firemens Relief Fund	\$3,000.00
	411.540	Contribution to Fire Co	\$4,000.00
	414.120	Zoning Officer Salary	\$4,000.00
	414.130	Zoning Officer, Other Svcs	\$0.00
	414.200	Planning Commission	\$0.00
Total Public Safety			\$21,000.00
Health & Human Services	420.000	Water Testing/ Lake Spraying	\$2,000.00
	420.300	Water/Other Svcs & Charges	\$0.00
Total Health & Human Services			\$2,000.00
Public Works/Sanitation	426.120	Sanitation Collection Salary	\$0.00
	426.000	Recycling Collection and Disposal	
	426.450	Sanitation Contracted Co	\$47,000.00
Total Public Works/Sanitation			\$47,000.00

Public Works/Streets & Bridges	432.000	Snow & Ice Removal	\$0.00
	433.000	Traffic Control	\$5,000.00
	434.000	Streetlights	\$0.00
	438.000	Maint/Repairs Bridges/Roads	\$58,770.00
	446.000	Flood Control	\$3,000.00
	439.000	Const/Rebuilding/Dam	\$0.00
Total Public Works/Streets & Bridges			\$66,770.00
Recreation	451.000	Recreation	\$3,000.00
	451.070	CULTURE & RECREATION	\$0.00
	452.000	Recreation/Other Grant Work	\$0.00
Total Recreation			\$3,000.00
Miscellaneous	463.000	Economic Development	\$0.00
	471.100	Dam Construction Cost	\$50,000.00
	472.100	INTEREST DUE ON LOAN	\$3,000.00
	481.000	Miscellaneous	\$0.00
Total Miscellaneous			\$51,000.00
Total Expenses			\$517,770.00

PENN LAKE PARK BOROUGH 2022 BUDGET- First Draft Liquid Fuels- INCOME AND EXPENSE

January through December 2022

<u>Liquid Fuels</u>			2022 Budget
Income			
	35.341	Interest Earned	\$0.00
	35.355.05	LF Tax Allotment	\$20,000.00
Total Liquid Fuels Income			\$20,000.00
		Carryover Funds-12/31/2021	\$16,000.00
Total LF Budgeted Balance			\$36,000.00
Expense			
	35.432	Snow & Ice Removal	\$12,000.00
	35.433	Traffic control	\$0.00
	35.436	Storm Drain Cleaning	\$0.00
	35.438	Main/Repairs-Roads	\$15,000.00
Total LF Budgeted Expense			\$27,000.00

PENN LAKE PARK BOROUGH-2022 BUDGET- First Draft Sewer INCOME AND EXPENSE

January through December 2022

<u>Sewer Fund</u>			2022 Budget
Income			
	341.030	Interest	\$0.00
	364.110	Sewer Connections	\$11,000.00
	364.100	Monthly Fees Collected	\$136,000.00
Total Sewer Revenue			\$147,000.00
		Carryover Funds-12/31/2021	\$207,000.00
Total Available Sewer Funds 2020			\$354,000.00
Expense			
	429.610	Repairs/Hookups	\$91,000.00
	471.000	Penn Vest Loan-Debt Svc	\$124,000.00
Total sewer Expense			\$215,000.00

2021 Budget vs Actual

	A	B	C	D	E	F	G	H	I	J	K	L
1	INCOME (Discretionary)											
2				October (YTD)	Actual YTD-10mos	Estimated Nov and Dec	Estimated 2021 Actual	2021 Budget	Estimated Variance 2021	2022 Budget (2021 Actuals)	Adjustment	2022 Budget
4	Real Estate Taxes											
5			Uncategorized	0.00	0.00		0.00	\$0.00	\$0.00	\$0.00		\$0.00
6		301.100	Real Estate (.4 mils)	20,169.85	20,169.85	250.00	20,419.85	\$20,000.00	\$419.85	\$20,000.00		\$20,000.00
7		301.110	Real Estate -Dam (4.2 mils)	206,220.61	206,220.61	2,500.00	208,720.61	\$217,000.00	(\$8,279.39)	\$209,000.00		\$209,000.00
8		301.400	Real Estate – Delinquent	1,958.14	1,958.14	0.00	1,958.14	\$1,000.00	\$958.14	\$2,000.00		\$2,000.00
9		310.100	Real Estate – Tax Transfer	8,133.51	8,133.51	150.00	8,283.51	\$5,000.00	\$3,283.51	\$8,000.00		\$8,000.00
10		310.200	Earned Income Tax	37,763.67	37,763.67	8,000.00	45,763.67	\$41,000.00	\$4,763.67	\$46,000.00		\$46,000.00
11	Total Real Estate Taxes				274,245.78	10,900.00	285,145.78	284,000.00	\$1,145.78	\$285,000.00		\$285,000.00
12												
13	License & Permits											
14		321.800	Cable TV Franchise	2,898.00	2,898.00	0.00	2,898.00	3,000.00	(\$102.00)	\$3,000.00		\$3,000.00
15	Total License & Permits				2,898.00	0.00	2,898.00	3,000.00	(\$102.00)	\$3,000.00		\$3,000.00
16												
17	Fines											
18		330.000	Vehicle Code Violation	128.54	128.54		128.54	0.00	\$128.54	\$0.00		\$0.00
19		331.100	COURT. DISTRICT MAGISTRATE	25.00	25.00		25.00	0.00	\$25.00	\$0.00		\$0.00
20		331.120	VIOLATIONS OF ORDINANCES	0.00	0.00		0.00	0.00	\$0.00	\$0.00		\$0.00
21	Total Fines				153.54	0.00	153.54	0.00	\$153.54	\$0.00		\$0.00
22												
23	Interest Earnings											\$0.00
24		341.000	GENERAL INTEREST	9.38	9.38		9.38	0.00	\$9.38	\$0.00		\$0.00
25		341.010	Dam Interest	7.63	7.63			0.00	\$0.00	\$0.00		\$0.00
26		341.020	GARBAGE INTEREST	1.55	1.55		1.55	0.00	\$1.55	\$0.00		\$0.00
27	Total Interest Earnings				18.56	0.00	18.56	0.00	\$18.56	\$0.00		\$0.00
28												
29	State Entitlements											
30		351.120	Emergency and DR	0.00	0.00		0.00	0.00	\$0.00	\$0.00	\$301,000.00	\$301,000.00
31		351.070	Recreation Grant	16,119.06	16,119.06		16,119.06	0.00	\$16,119.06	\$16,000.00	-\$16,000.00	\$0.00
32		354.090	Community Development	0.00	0.00		0.00	0.00	\$0.00	\$0.00		\$0.00
33		355.010	PUBLIC UTILITY REALTY TAX	88.20	88.20		88.20	0.00	\$88.20	\$0.00		\$0.00
34		355.080	GAMING FUNDS	0.00	0.00		0.00	0.00	\$0.00	\$0.00	\$55,770.00	\$55,770.00
35		355.990	Fire Relief Allocation	2,254.39	2,254.39		2,254.39	3,000.00	(\$745.61)	\$2,000.00		\$2,000.00
36	Total State Entitlements				18,461.65	0.00	18,461.65	3,000.00	\$15,461.65	\$18,000.00		\$358,770.00
37												
38	Charges for Services/Public Safety											
39		361.000	General Government	1,516.72	1,516.72		1,516.72	0.00	\$1,516.72	\$2,000.00		\$2,000.00
40		361.340	Zoning Hearing Fees	500.00	500.00		500.00	1,000.00	(\$500.00)	\$1,000.00		\$1,000.00
41		361.330	Zoning Permits/UCC Permits	525.00	525.00		525.00	2,000.00	(\$1,475.00)	\$1,000.00		\$1,000.00
42		362.000	(Public Safety) Variance Hearings	0.00	0.00		0.00	0.00	\$0.00	\$0.00		\$0.00
43		362.510	Sale of recycling cans	0.00	0.00		0.00	0.00	\$0.00	\$0.00		\$0.00
44		364.000	ALL OTHER CHARGES	0.00	0.00		0.00	0.00	\$0.00	\$0.00		\$0.00
45		362.480	Short Term Rental Fees	4,037.50	4,037.50		4,037.50	0.00	\$4,037.50	\$4,000.00	\$1,000.00	\$5,000.00
46		364.450	Sanitation GARBAGE FEES COLLECTED	46,775.00	46,775.00		46,775.00	\$42,000.00	\$4,775.00	\$47,000.00		\$47,000.00
47	Total Charges for Services/Public Safety				53,354.22	0.00	53,354.22	45,000.00	\$8,354.22	\$55,000.00		\$56,000.00
48												
49	Miscellaneous Revenues											
50		380.000	Miscellaneous	0.00	0.00		0.00	0.00	\$0.00	\$0.00		\$0.00
51		389.000	MISCELLANEOUS	0.00	0.00		0.00	0.00	\$0.00	\$0.00		\$0.00
52	Total Miscellaneous Revenues				0.00	0.00	0.00	0.00	\$0.00	\$0.00		\$0.00

2021 Budget vs Actual

	A	B	C	D	E	F	G	H	I	J	K	L
53												
54			TOTAL INCOME		349,131.75	10,900.00	360,031.75	335,000.00	\$25,031.75	\$361,000.00		\$702,770.00
55			Carryover Funds-12/31/2021				201,381.45	130,000.00	\$71,381.45	\$201,000.00		\$201,000.00
56												
57			Budget-Available Resources -2022				561,413.20	465,000.00	\$96,413.20	\$562,000.00		\$903,770.00
58												
59			EXPENSE (Discretionary)									
60												
61			Borough Administration									2022 Budget
62		400.000	Council Salaries	0.00	0.00	720.00	720.00	1,000.00	280.00	1,000.00		\$1,000.00
63		400.340	Advertising/Postage/Printing	3,155.18	3,155.18	300.00	3,455.18	2,000.00	(1,455.18)	3,000.00		\$3,000.00
64		400.350	Insurance & Bonding	3,606.02	3,606.02		3,606.02	4,000.00	393.98	4,000.00		\$4,000.00
65		401.000	Mavors Salary	0.00	0.00	120.00	120.00	0.00	(120.00)	0.00		\$0.00
66		402.000	Auditors Salary	500.00	500.00		500.00	1,000.00	500.00	1,000.00		\$1,000.00
67		403.110	Tax Collectors Salary	0.00	0.00	500.00	500.00	1,000.00	500.00	1,000.00		\$1,000.00
68		403.200	Tax Collectors Supplies	0.00	0.00	100.00	100.00	0.00	(100.00)	0.00		\$0.00
69		403.300	HA Berkheimer, Admin/Comm	588.64	588.64	150.00	738.64	1,000.00	261.36	1,000.00		\$1,000.00
70		404.300	Attorney Fees	8,015.51	8,015.51	350.00	8,365.51	13,000.00	4,634.49	8,000.00		\$8,000.00
71		405.120	Secretary Salary	850.00	850.00	850.00	1,700.00	2,000.00	300.00	2,000.00		\$2,000.00
72		405.120	Treasurer Salary	850.00	850.00	850.00	1,700.00	0.00	(1,700.00)	2,000.00		\$2,000.00
73		406.000	General Government/Misc	1,305.54	1,305.54	150.00	1,455.54	1,000.00	(455.54)	1,000.00		\$1,000.00
74		406.210	General Government Supplies	355.31	355.31	150.00	505.31	1,000.00	494.69	1,000.00		\$1,000.00
75		408.310	Prof Svc/Engineer	46,029.74	46,029.74	80,000.00	126,029.74	36,000.00	(90,029.74)	126,000.00	\$175,000.00	\$301,000.00
76		409.380	Rent & Other Services	487.50	487.50	100.00	587.50	1,000.00	412.50	1,000.00		\$1,000.00
77			Uncategorized	0.00	0.00	100.00	100.00	25,000.00	24,900.00	0.00		\$0.00
78			Total Borough		65,743.44	84,440.00	150,183.44	89,000.00	(61,183.44)	152,000.00		\$327,000.00
79												
80		410.000	Police	8,583.30	8,583.30	1,717.00	10,300.30	10,000.00	(300.30)	10,000.00		\$10,000.00
81		411.000	Firemens Relief Fund	2,254.39	2,254.39		2,719.20	3,000.00	280.80	3,000.00		\$3,000.00
82		411.540	Contribution to Fire Co	3,551.00	3,551.00		3,551.00	4,000.00	449.00	4,000.00		\$4,000.00
83		414.120	Zoning Officer Salary	3,550.00	3,550.00	700.00	4,250.00	4,000.00	(250.00)	4,000.00		\$4,000.00
84		414.130	Zoning Officer, Other Svcs	204.28	204.28	100.00	304.28	0.00	(304.28)	0.00		\$0.00
85		414.200	Planning Commission	0.00	0.00		0.00	0.00	0.00	0.00		\$0.00
86			Total Public Safety		18,142.97	2,517.00	20,659.97	21,000.00	340.03	21,000.00		\$21,000.00
87												
88		420.000	Water Testing/ Lake Spraying	2,359.50	2,359.50		2,359.50	4,000.00	1,640.50	2,000.00		\$2,000.00
89		420.300	Water/Other Svcs & Charges	0.00	0.00		0.00	0.00	0.00	0.00		\$0.00
90			Total Health & Human		2,359.50	0.00	2,359.50	4,000.00	1,640.50	2,000.00		\$2,000.00
91												
92		426.120	Sanitation Collection Salary	0.00	0.00		0.00	0.00	0.00	0.00		\$0.00
93		426.000	Recycling Collection and Disposal	0.00	0.00		0.00	0.00	0.00	0.00		\$0.00
94		426.450	Sanitation Contracted Co	34,771.41	34,771.41	7,727.00	42,498.41	41,000.00	(1,498.41)	42,000.00	\$5,000.00	\$47,000.00
95			Total Public		34,771.41	7,727.00	42,498.41	41,000.00	(1,498.41)	42,000.00		\$47,000.00
96												
97		432.000	Snow & Ice Removal	0.00	0.00		0.00	0.00	0.00	0.00		\$0.00
98		433.000	Traffic Control	4,930.00	4,930.00		4,930.00	0.00	(4,930.00)	5,000.00		\$5,000.00
99		434.000	Streetlights	286.67	286.67	150.00	436.67	0.00	(436.67)	0.00		\$0.00
100		438.000	Maint/Repairs Bridges/Roads	2,677.41	2,677.41		2,677.41	0.00	(2,677.41)	3,000.00	\$55,770.00	\$58,770.00
101		446.000	Flood Control	2,500.00	2,500.00		2,500.00	0.00	(2,500.00)	3,000.00		\$3,000.00
102		439.000	Const/Rebuilding/Dam	0.00	0.00		0.00	200,000.00	200,000.00	0.00		\$0.00
103			Total Public Works/Streets		10,394.08	150.00	10,544.08	200,000.00	189,455.92	11,000.00		\$66,770.00
104												
105		451.000	Recreation	3,053.51	3,053.51		3,053.51	4,000.00	946.49	3,000.00		\$3,000.00
106		451.070	CULTURE & RECREATION	66,627.65	66,627.65		66,627.65	0.00	(66,627.65)	67,000.00	-\$67,000.00	\$0.00
107		452.000	Recreation/Other Grant Work	0.00	0.00		0.00	0.00	0.00	0.00		\$0.00
108			Total Recreation		69,681.16	0.00	69,681.16	4,000.00	(65,681.16)	70,000.00		\$3,000.00
109												
110												
111												
112		463.000	Economic Development	0.00	0.00	0.00	0.00	0.00	0.00	0.00		\$0.00
113		471.100	Dam Construction Cost	49,500.00	49,500.00	0.00	49,500.00	0.00	(49,500.00)	50,000.00		\$50,000.00
114		472.100	INTEREST DUE ON LOAN	559.16	559.16	0.00	559.16	0.00	(559.16)	1,000.00	\$2,000.00	\$3,000.00
115		481.000	Miscellaneous	0.00	0.00	0.00	0.00	0.00	0.00	0.00		\$0.00

2021 Budget vs Actual

	A	B	C	D	E	F	G	H	I	J	K	L
116	Total Miscellaneous				50,059.16	0.00	50,059.16	0.00	(50,059.16)	51,000.00		\$51,000.00
117												
118	Total Expenses				251,151.72	94,834.00	345,985.72	359,000.00	13,014.28	349,000.00		\$517,770.00
119												
120												
121												
122	Liquid Fuels											2022 Budget
123	Income											
124		35.341	Interest Earned	2.36	2.36		2.36	0.00	2.36	0.00		\$0.00
125		35.355.05	LF Tax Allotment	19,981.30	19,981.30		19,981.30	22,000.00	(2,018.70)	20,000.00		\$20,000.00
126	Total Liquid Fuels Income				19,983.66	0.00	19,983.66	22,000.00	(2,016.34)	20,000.00		\$20,000.00
127												
128			Carryover Funds-12/31/2021				16,065.65	23,000.00	(\$6,934.35)	16,000.00		\$16,000.00
129	Total LF Budgeted Balance						36,049.31	45,000.00	(8,950.69)	36,000.00		\$36,000.00
130												
131	Expense											
132		35.432	Snow & Ice Removal	9,700.09	9,700.09	2,000.00	11,700.09	8,000.00	(3,700.09)	12,000.00		\$12,000.00
133		35.433	Traffic control	0.00	0.00	0.00	0.00	0.00	0.00	0.00		\$0.00
134		35.436	Storm Drain Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	0.00		\$0.00
135		35.438	Main/Repairs-Roads	15,280.00	15,280.00	0.00	15,280.00	21,000.00	5,720.00	15,000.00		\$15,000.00
136	Total LF Budgeted Expense				24,980.09	2,000.00	26,980.09	29,000.00	2,019.91	27,000.00		\$27,000.00
137												
138												
139												
140	Sewer Fund											2022 Budget
141	Income											
142		341.030	Interest	199.57	199.57		199.57	1,000.00	(800.43)	0.00		\$0.00
143		364.110	Sewer Connections	0.00	0.00	11,300.00	11,300.00	34,000.00	(22,700.00)	11,000.00	\$21,000.00	\$32,000.00
144		364.100	Monthly Fees Collected	136,457.55	136,457.55	0.00	136,457.55	152,000.00	(15,542.45)	136,000.00		\$136,000.00
145	Total Sewer Revenue				136,657.12	11,300.00	147,957.12	187,000.00	(39,042.88)	147,000.00		\$168,000.00
146												
147			Carryover Funds-12/31/2021				206,959.07	243,000.00	(\$36,040.93)	207,000.00		\$207,000.00
148	Total Available Sewer Funds 2020						354,916.19	430,000.00	(75,083.81)	354,000.00		\$354,000.00
149												
150	Expense											
151		429.610	Repairs/Hookups	88,049.53	88,049.53	3,000.00	91,049.53	3,000.00	(88,049.53)	91,000.00		\$91,000.00
152		471.000	Penn Vest Loan-Debt Svc	103,170.60	103,170.60	20,634.00	123,804.60	124,000.00	195.40	124,000.00		\$124,000.00
153	Total sewer Expense				191,220.13	23,634.00	214,854.13	127,000.00	(87,854.13)	215,000.00		\$215,000.00