Penn Lake Park Borough Agenda-April 13th 2023 7pm Meeting https://global.gotomeeting.com/join/384401149 Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-7pm

- Mayor Carter email-WH Fire Company asking if each of the three boroughs could provide them with a commitment letter for \$18,334.00 so they can get a new fire engine
- Ordinance to enforce stop signs throughout the Borough, Pennoni engineer study, and reports
- Discuss zoning ordinance

Call to Order

Pledge of Allegiance

Roll Call

Public Comment-Public comment on the current agenda items

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

- Vote to advertise changes to zoning ordinance. Need a satisfactory revision. Are we ready?
- Vote to present changed zoning ordinance to the PLPB Planning Commission
- Code enforcement(Ongoing)
- Pickle Ball(Ongoing)
- ARPA Funds-Proposed project William Drive by 54 William Drive
- Speed Bumps/Humps(Ongoing)
- Dam
 - Activity since the last council meeting
 - Vote on Streamline Change Order#5 \$7000 for additional modeling and sketch work requested by dam advisory group
 - Vote on Streamline proposal \$169,540 for design, permitting, preparation of construction documents

New Business

- Vote to obtain quotes for Lilly pad and bladder wort spraying
- Motion to acquire goose pyrotechnics not to exceed \$600
- Motion to accept Riddle lot combination
- Motion to allocate funds in 2024 and 2025 for White Haven Fire Company engine, and to write a letter memorializing the commitment so the WHFD can keep their \$500k grant

Final Public Comment

Adjourn

MARCH 9, 2023

PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough March Council meeting was held at the Penn Lake Park Community House. Council President Paul Rogan called the meeting to order at approximately 7:31 PM with the Pledge of Allegiance to the Flag followed by a statement that the meeting is streamed through the conferencing app., Gotomeeting, and is being recorded.

ROLL CALL: Mayor Tom Carter, Council President Paul Rogan, Council members John Burden, Dave Longmore, and Dan Eustice were present. Council Vice President Shaun Kuter was remote, all present.

PUBLIC COMMENT: None

MINUTES:

Minutes from the February Council Meeting were distributed to council via email and posted on the Penn Lake Borough website. The copies will be recorded as the official minutes and will be posted on the Borough's website. A **Motion** to accept the February Council Meeting Minutes was made by Longmore, 2nd by Rogan.

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

TREASURERS REPORT:

The Treasurer's Report was presented. A **Motion** was made by Kuter, 2nd by Eustice to accept the Treasurer's Report.

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

RECEIPTS/BILLS:

A **Motion** was made by Longmore, 2nd by Burden to pay the bills of \$22,284.12 and to accept the receipts of \$88,543.95.

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

PETITIONS OR COMPLAINTS: None

CORRESPONDENCE:

Council person Longmore forwarded a list of electronic recyclers. The Salvation Army accepts all electronics: computers, printers, microwaves, TVs, and small electrical items for free. Cartridge World in Pittston accepts computers, monitors, Keyboards, mice, and toner cartridges for free. Also, residents can check the websites for Brenner Recycling, Best Buy, Staples, and Waste Reduction Recycling & Transfer for recycling information.

COMMITTEE REPORTS:

MAYOR – **Carter** – Will investigate and gauge interest with neighboring communities concerning the EMC position.

POLICE – **Carter** – Nothing to Report.

SOLICITOR – **Kristyn Giarrantano Jeckell** – Continues to examine and revise Zoning Ordinances. Jeckell contacted PennDot regarding stop sign regulations and enforcement and is preparing documents for easements associated with the dam project.

ZONING – The Zoning Hearing Board met February 21, 2023, to hear a dimensional variance for 1109 Lakeview Dr. which was granted.

RECREATION– Kuter – Will arrange for a Porta Potty at the Beach area from May 1 thru October 31.

LAKE MANAGEMENT - Eustice – Nothing to Report

GOOSE ABATEMENT – Kuter – Expressed thanks to all who helped push the geese off the lake. Kuter stressed that more pyrotechnics are needed. Councilman Kuter reported an increase in the number of wild cats due to residents feeding them.

RTK/RECORDS -Burden - Nothing to Report.

ROADS –**Longmore** – Nothing to Report.

SEWERS – Rogan – Nothing to Report.

SHORT TERM RENTALS- Burden - One permit was denied.

UNFINISHED BUSINESS:

Vote to Advertise Changes to Zoning Ordinance – Carried over to the April meeting.

Vote to Present Changed Ordinance to the PLPB Planning Commission – Carried over to the April meeting.

Risk Management Letter and Recommendations – Council is investigating further requirements and will continue the matter as Unfinished Business.

Electronics Recycling – Longmore provided information concerning electronics recycling which was mentioned under Correspondence. Longmore suggested examining incentives for community recycling education.

Pickle Ball Court – Will continue as Unfinished Business.

Code Enforcement – Will continue as Unfinished Business.

ARPA Funds – Council voted at the February meeting to have 54 Williams Dr. as the proposed project for the ARPA funds. Resident Rich Campbell whose property will be affected was in favor of the work. A proposal was later received from Borton Lawson.

A **Motion** was made by Rogan, 2nd by Burden to adopt Borton Lawson's proposal of \$4,750.00 for storm-drainage work in the area of 54 Williams Dr.

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

Speed Bumps/Humps – Will continue as Unfinished Business.

Dam – February 2023

- The survey work approved at the 2/9 council meeting has begun. The product of this work will be metes and bounds legal descriptions, and easement sketches. S/B ready by mid-April.
- Discussion by the DAG occurred around restoration at the beach/ballpark area. These areas need to be incorporated into future grant applications.
- A preliminary schedule was discussed by the DAG:
- o Design-April/May 2023

- o Submit permit application-June 2023
- o Permit issued-May 2024
- o Construction bids-June 2024
- o Construction Award-July 2024
- o Start Construction-September 2024
- Additional questions will have been forwarded to Streamline, specifically how was the flow model done for each property? Woodland? Improvements?
- There was discussion around additional face to face meetings with the easement property holders
- A suggestion was made that Streamline should connect with 2 local geotechnical companies. That information was provided to Streamline.
- A DAG member suggested that title search and insurance on the subject easement properties should be considered. Language may want to be specific regarding what's not permitted.
- A DAG member will get in touch with Jim Brozena to get an update on grant status, easement language, and potential appraisers.
- A contact was provided by a DAG member for a prospective appraiser, Al Rosen.
- Much discussion by DAG members around appraisals for the 5 properties needing easements.
- Easement metes and bound descriptions will be ready in the near future, a survey is underway.
- A prospective geotechnical sub-contractor visited the site.
- DAG members have been in touch with Streamline regarding a proposal for design and permitting.
- Early discussion occurred around how dam construction should be managed.
- The Line of Credit status was discussed.
- 3/4/2023-The dam advisory group met to discuss the dam related activities for 2024.
- 3/7/2023- Contact was made with the 2 appraisers. Waiting to hear schedule and cost.

A **Motion** was made by Rogan, 2nd by Burden to adopt Resolution 1 of 2023 to initiate a draw of \$2,940,000.00 to fully draw down the Line of Credit on June 9, 2023.

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

Note: The money will be deposited into PLIGIT accounts to gain a higher interest rate.

NEW BUSINESS:

Emergency Operation Plan Vote - A **Motion** was made by Rogan, 2nd by Burden to join Dennison Twp. and White Haven to develop an EOP Plan.

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

Summer Lawn Care/Maintenance Vote – A **Motion** was made by Rogan, 2nd by Kuter to advertise for summer lawn care and maintenance.

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

Quotes for Lily Pad and Bladderwort Vote – Too early in the season to begin the process. Vote to Accept Borton Lawson Proposal – Covered in Unfinished Business. Stop Sign Ordinance Motion to Advertise – Will be addressed in the future.

PUBLIC COMMENT:

Susan George had concerns regarding speed bumps and speed humps

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

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

Meeting adjourned at 8:15 PM.

The next Council Meeting will be held on April 13, at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT April 13th, 2023

PNC GENERAL FUND

Balance as of 03/09/23 \$40394.52
Revenue Deposits 4/13/23 mtg +122143.28
162537.80
Transfer to Dam Acct -110380.88
Bills to be Paid 4/13/23 -3103.65
Balance as of 4/13/23 \$49116.27

-(2168.70 - PICKLEBALL GO FUND ME)

-(\$32289.08 –Arpa Funds)

\$14595.49

PLGIT GENERAL FUND		DAM ALLOCATION FUND
Balance as of 03/09/23	\$147831.29	\$214307.96
Deposits	+ 3653.20	+110380.88
Interest earned 3/30/23	<u>+ 559.60</u>	<u>+ 777.29</u>
	\$152044.09	\$325466.13
Bills to be Paid 4/13/23	<u>- 1915.00</u>	<u>- 142.08</u>
Balance as of 4/13/23	\$150129.09	\$325324.05
	PLGIT GARBAGE	LIQUID FUELS
Balance 03/09/23	\$ 661.28	\$22874.06
Deposits from 4/13/23 mtg	<i>\$</i> 41910.00	21537.27
Interest earned 03/30/23	<u>\$ 22.73</u>	<u>\$ 173.02</u>
	\$42594.01	\$44584.35
Bills to be Pd 4/13/23	<u>- 6801.48</u>	<u>- 3395.00</u>
Balance as of 4/13/23	\$35792.53	\$41189.35

FNCB SEWER FUND		LUZERNE BANK
Balance 03/09/23	\$215109.35	\$10500.00
Interest Earned	+ 131.91	.00
Revenue Dep 4/13/23	<u>+ 11464.96</u>	+ .00
	\$226706.22	\$10500.00
Bills to be Pd 4/13/23	- 16263.99	
Penn Vest Loan 4/1/23	<u>- 10317.06</u>	
Balance as of 4/13/23	\$200125.17	\$10500.00

RECEIPTS: April 13th, 2023 MEETING

\$ \$ 4	3653.20 11464.96 1250.00 41910.00 20893.28	Berkheimer, EIT Aqua PA, Sewer Monthly Fees – January 2023 Short Term Rental, Emma Hong Garbage Fees collected Realty Taxes Collected
\$ 17	9171.44	TOTAL RECEIPTS
BILLS	:	
\$	10317.06	Penn Vest Loan Monthly Payment – April
\$	350.00	Atty. John Dean, March Retainer
\$	1068.58	Elliott Greenleaf & Dean, Borough Matters - February
\$	350.00	Barry Jacob, ZO Salary –March
\$	106.39	Barry Jacob, Zoning Hearing, mileage & Scan Pro App
\$	142.08	Luzerne Bank, Interest on Loan
\$	281.62	Randy Pilecki, Bases, home plate & pitching mound
\$	<u>6801.48</u>	GFL Environmental, Garbage collection April
\$	<u>13734.57</u>	Aqua PA, New Hook Up, Paulico/Masler
\$	<u> 2529.42</u>	Aqua PA, Repairs 4-2023(Kleback & Scott)
\$	150.00	Sargents Court Reporting, Cronauer Variance
\$	<u>65.93</u>	PPL Electric Utiities, Feb & March Streetlights
\$	<u> 158.65</u>	HA Berkheimer, Admin & Comm EIT Collections-Feb & March
\$	<u> 1915.00</u>	White Haven Borough, WC Share for Fire Co
\$	3395.00	Charles Petras Landscape LLC, Snow Removal 2/27/23; 3/7-15/23
\$	9.48	Donald Beckerman, Postage –(Mailing of Audit)
\$	500.00	Donald Beckerman -2022 Audit
\$	63.00	Postmaster, roll of stamps

\$ 41812.26 TOTAL BILLS

ORDINANCE NO.	2	
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AN ORDINANCE OF BOROUGH OF PENN LAKE PARK, LUZERNE COUNTY, PENNSYLVANIA, AMENDING THE BOROUGH OF PENN LAKE PARK SUBDIVISION AND LAND DEVELOPMENT ORDINANCE (SALDO) TO EXEMPT LOT CONSOLIDATIONS OF CONTIGUOUS LOTS FROM REQUIRING SUBDIVISION APPROVAL

BE IT ENACTED AND ORDAINED by the Borough of Penn Lake Park Council, and it is hereby enacted and ordained by the authority of the same, the following amendment to the Borough of Penn Lake Park SALDO as follows:

ARTICLE 2 DEFINITIONS

SECTION 203 DEFINITION OF TERMS shall be amended to include the following the definition:

Subdivision, Minor Exemption: If a lot consolidation or lot combination is D. proposed for contiguous parcels, then the Borough shall exempt an applicant from the subdivision process if the applicant can produce the following to the satisfaction of the Governing Body: (1) A recorded deed for each of the existing parcels to be combined; (2) A certified property outbound survey or legal description prepared by a Professional Land Surveyor licensed in the Commonwealth of Pennsylvania for the combined parcel; and (3) A deed in recordable form containing the legal description prepared by a Professional Land Surveyor licensed in the Commonwealth of Pennsylvania for the combined parcel and also containing any additional language that may be required by Luzerne County at the time of filing the new deed. Once approved by the Governing Body, the applicant shall record the new deed within 90 days from the date of the approval. Failure by the applicant to record the deed within the 90 days unless extended by written approval of the Governing Body will result in the approval being The applicant shall also agree as part of the process to reimburse the Borough all professional consulting fees incurred by the Borough ensuring compliance with the subsection. A fee may be established by the Penn Lake Park Council by a Resolution.

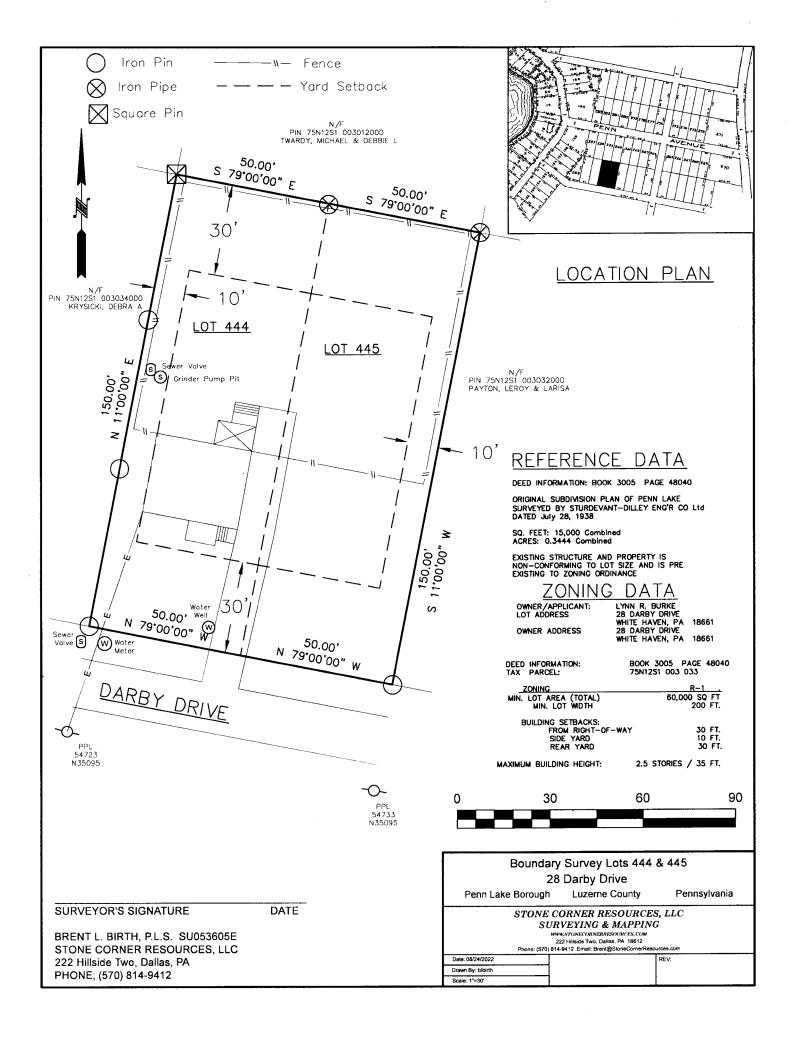
NOW THEREFORE, this amendment to the Penn Lake Park SALDO is hereby enacted and becomes effective this 1 day of Novement, 2019.

PENN LAKE PARK COUNCIL:

President

Vice President

Secretary/Treasurer



ALL THAT CERTAIN piece, parcel or tract of land situated in the Borough of Penn Lake, County of Luzerne, and State of Pennsylvania, as indicated on a plan titled "Boundary Survey and Additions Lots 444 & 445, 28 Darby Drive" as surveyed by Brent L. Birth, P.L.S. of Stone Corner Resources, LLC, dated Augiust 24, 2022 bounded and described as follows, to wit:

BEGINNING at the southwest corner of the lots described herein, and the southeast corner of lands now or formerly of Debra A. Krysicki, a Domashinski capped iron pin found on the northern right of way line of Darby Drive, thence:

Along the lands now or formerly of Debra A. Krysicki, North Eleven degrees, zero minutes, zero seconds East (N11°00'00"E) running through an iron pin at fifty-two and thirty-four one hundredths feet (52.34') and a capped iron pin at one hundred one and sixty-three one hundredths feet (101.63') for a distance of one hundred fifty and zero one hundredths feet (150.00') to a square pin found being the northwest corner of the lands herein described and the southwest corner of lands now or formerly of Michael and Debbie L. Twardy, thence;

Continuing along lands now or formerly of Michael and Debbie L. Twardy, South seventy-nine degrees, zero minutes, and zero seconds East (S79°00'00"E), running through an iron pipe found at fifty and zero one hundredths feet (50.00') a distance of one hundred and zero one hundredths feet (100.00') to an iron pipe found being the northeast corner of the lands herein described and the northwest corner of lands now or formerly of Leroy and Larisa Payton, thence;

Along the lands now or formerly of Leroy and Larisa Payton, South eleven degrees, zero minutes, zero seconds West, (S11°00'00"W), a distance of one hundred fifty and zero one hundredths feet (150.00")) to an iron pin found on the northern right of way of Darby Drive, being the southeast corner of lands herein described, thence;

Along the northern right of way of Darby Drive North seventy-nine degrees, zero minutes, zero seconds West (N79°00'00"W), a distance of one hundred and zero one hundredths feet (100.00") to the point of beginning.

Containing 0.344 acres, or 15,000 square feet.

Being Lots 444 and 445 in the original subdivision plan of Penn Lake surveyed by Sturdevant-Dilley Eng'r Co Ltd, dated July 28, 1938 and conveyed to Grantor herein on February 23, 2005, and recorded in the Recorder of Deeds of Luzerne County in deed book 3005 page 48040 on March 2, 2005, being tax parcel number 75N12S1 03 033.

Prepared By: Gerald C. Sechleer, Esq

1170 Highway 315 Wilkes Barre, PA 18702

Return to:

Gerald C. Sechleer, Esq.

1170 Highway 315 Wilkes Barre, PA 18702

PARCEL NUMBER: 75-N12S1-003-033-000

DEED

Made	the	day of		
In the year	of our	Lord, Two Th	nousand and Twenty-Three (2	(023)

Between LYNN R. BURKE, of the County of Luzerne, Commonwealth of Pennsylvania,

(hereinafter called "Grantor") and

LYNN R. BURKE AND THOMAS J. RIDDLE, a married couple, of Luzerne County, Commonwealth of Pennsylvania, as Tenants by the Entirety

(hereinafter called "Grantee")

Witnesseth, that the said Grantor, in consideration of One and 00/100 (\$1.00) Dollar paid to the Grantor by the Grantee, does hereby grant, bargain, sell and convey unto the said Grantee their heirs and assigns;

ALL THAT CERTAIN piece, parcel or tract of land situated in the Borough of Penn Lake, County of Luzerne, and State of Pennsylvania, as indicated on a plan titled "Boundary Survey and Additions Lots 444 & 445, 28 Darby Drive" as surveyed by Brent L. Birth, P.L.S. of Stone Corner Resources, LLC, dated August 24, 2022 bounded and described as follows, to wit:

BEGINNING at the southwest corner of the lots described herein, and the southeast corner of lands now or formerly of Debra A. Krysicki, a Domashinski capped iron pin found on the northern right of way line of Darby Drive, thence:

Along the lands now or formerly of Debra A. Krysicki, North Eleven degrees, zero minutes, zero seconds East (N11°00'00"E) running through an

iron pin at fifty-two and thirty-four one hundredths feet (52.34') and a capped iron pin at one hundred one and sixty-three one hundredths feet (101.63') for a distance of one hundred fifty and zero one hundredths feet (150.00') to a square pin found being the northwest corner of the lands herein described and the southwest corner of lands now or formerly of Michael and Debbie L. Twardy, thence;

Continuing along lands now or formerly of Michael and Debbie L. Twardy, South seventy-nine degrees, zero minutes, and zero seconds East (\$79°00'00"E), running through an iron pipe found at fifty and zero one hundredths feet (50.00') a distance of one hundred and zero one hundredths feet (100.00') to an iron pipe found being the northeast corner of the lands herein described and the northwest corner of lands now or formerly of Leroy and Larisa Payton, thence;

Along the lands now or formerly of Leroy and Larisa Payton, South eleven degrees, zero minutes, zero seconds West, (S11°00'00"W), a distance of one hundred fifty and zero one hundredths feet (150.00')) to an iron pin found on the northern right of way of Darby Drive, being the southeast corner of lands herein described, thence;

Along the northern right of way of Darby Drive North seventy-nine degrees, zero minutes, zero seconds West (N79°00'00"W), a distance of one hundred and zero one hundredths feet (100.00") to the point of beginning.

Containing 0.344 acres, or 15,000 square feet.

Being Lots 444 and 445 in the original subdivision plan of Penn Lake surveyed by Sturdevant-Dilley Eng'r Co Ltd, dated July 28, 1938 and conveyed to Grantor herein on February 23, 2005, and recorded in the Recorder of Deeds of Luzerne County in deed book 3005 page 48040 on March 2, 2005.

Parcel Number 75-N12S1-003-033-000.

This Lot Combination was done in accordance with Penn Lake Park Borough SALDO Amendment that was agreed on at a meeting in September 2019. Information can be found in Article 2 definitions, Section 203 D., Subdivisions, Minor Exemption.

THIS TRANSFER IS BETWEEN HUSBAND AND WIFE AND THEREFORE EXEMPT FROM REALTY TRANSFER TAXES

SUBJECT to coal, oil, gas, mineral and mining rights as heretofore conveyed or reserved as shown in prior instruments of record.

SUBJECT to rights of way, easements, restrictions, reservations and exceptions as set forth in prior instruments of record.

With the appurtenances: **To Have and To Hold** the same to and for the use of the said Grantee their heirs and assigns forever, And the said Grantor for her heirs, successors, executors, administrators and assigns covenant and agree that they will warrant specially the property hereby conveyed.

NOTICE-THIS DOCUMENT (MAY NOT, DOES NOT) SELL, CONVEY, TRANSFER, INCLUDE OR INSURE THE TITLE TO THE COAL AND RIGHT OF SUPPORT UNDERNEATH THE SURFACE LAND DESCRIBED OR REFERRED TO HEREIN, AND THE OWNER OR OWNER OF SUCH COAL (MAY HAVE, HAVE) THE COMPLETE LEGAL RIGHT TO REMOVE ALL OF SUCH COAL AND, IN THAT CONNECTION, DAMAGE MAY RESULT TO THE SURFACE OF THE LAND AND ANY HOUSE, BUILDING OR OTHER STRUCTURE ON OR IN SUCH LAND. THE INCLUSION OF THIS NOTICE DOES NOT ENLARGE, RESTRICT OR MODIFY ANY LEGAL RIGHTS OR ESTATES OTHERWISE CREATED, TRANSFERRED, EXCEPTED OR RESERVED BY THIS

INSTRUMENT. [This notice is set forth in the manner provided in Section 1 of the Act of July 17, 1957. P.L. 984, as amended, and is not intended as notice of unrecorded instruments, if any.]

In Witness Whereof, said Grantor has hereunto set her hand, the day and year first above written.

in the presence of:		
	LYNN R. BURKE	

Signed and Delibered

ACKNOWLEDGMENT

Commonwealth of Pennsylvania	} } SS
County of Luzerne	}
This record was acknowledged before me on	7
By LYNN R. BURKE.	
My commission expires	
	Notary Public
CERTIFICATE OF	RESIDENCE
28 DARBY DRIVE, WHITE F	1AVEN, PA 18001
Witness my hand this do	ay of,2023.
	<u> </u>
CERTIFICATE OF I I, the undersigned, do hereby certify that the 28 DARBY DRIVE, WHITE F Witness my hand this do	e precise residence for the Grantee is: