

Penn Lake Park Borough
Agenda-August 10th 2023 7:00pm Meeting
<https://global.gotomeeting.com/join/384401149> Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-7pm

- Dam easement discussions...
- Community Development Grant-discussions
- Drain Cleaning-discussion
- Paving / Patching discussions
- Plowing-Do we want to try a multi-year???

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

Unfinished Business

- Abandoned property boats left on the dam(Ongoing)
- Code enforcement(Ongoing)
- ARPA Funds
 - Drainage 54 William Drive-project status
- Speed Bumps/Humps(Ongoing)
- Dam
 - Activity since the last council meeting
 - Vote to pay Streamline bill of \$28,013.53 for permitting and easement work
 - Motion to issue check for real estate option agreement for Phillips property
 - Motion to engage Borton Lawson for annual dam inspection

New Business

- Vote to choose and engage paving / patching contractor
- Vote on engineering work for Community Development Grant
- Vote on choose and engage Drain Cleaning Contractor
- Motion to advertise for plowing for 2023-2024 season

Final Public Comment

Adjourn

JULY 13, 2023

PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough July Council meeting was held at the Penn Lake Park Community House. Council President Paul Rogan called the meeting to order at approximately 7:59 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, and Dan Eustice were present. Council Member Dave Longmore was remote. Council Vice President Shaun Kuter was remote but due to technical issues joined the meeting later.

PUBLIC COMMENT: None

MINUTES:

Minutes from the June 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 June Council Meeting Minutes was made by Rogan, 2nd by Burden.

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

Motion Carried.

TREASURERS REPORT:

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

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

Motion carried.

RECEIPTS/BILLS:

A **Motion** was made by Rogan, 2nd by Eustice to pay the bills of \$58,283.91 and to accept the receipts of \$2,992,810.06.

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

Motion carried.

Rogan stated that the large amount in the recorded receipts was due to the drawn down of money in the amount of \$2,840,000.00 from the Dam account at Luzerne Bank to the Borough's PLGIT account where it will accrue interest.

PETITIONS OR COMPLAINTS: None

CORRESPONDENCE:

A resident alerted the Borough via email of a clogged drain at 1715 Lakeview Dr. Council President Rogan responded informing the resident that the Borough had already placed an RFP on Penn Bid and added that the bidding is open until a few days before the August Council Meeting.

The White Haven Community Library thanked the Borough for the \$500 gift to support the Summer Food and Fun Program.

COMMITTEE REPORTS:

MAYOR – Carter – Nothing to Report

SOLICITOR – Kristyn Giarrantano Jeckell – Nothing to Report.

ZONING – Two permits were issued: a garage at 1376 Lakeview Dr. and a generator at 1589 Lakeview Dr.

RECREATION– Kuter – No Report.

LAKE MANAGEMENT - Eustice – Both beaches are closed due to high E Coli counts. Weekly samples are taken at both beaches and results are received five to seven days later, however if the results exceed the 235 limits, the Borough is contacted the following day. Eustice reported that another sample was taken earlier in the day.

GOOSE ABATEMENT – Kuter – No Report. Rogan asked residents to refrain from feeding the geese.

RTK/RECORDS –Burden – Nothing to Report.

ROADS –Longmore – A Storm Drain cleaning bid request was posted and another request for bids was put out for pothole repair and crack sealing.

SEWERS – Rogan –Nothing to Report.

SHORT TERM RENTALS- Burden – One Short-Term Rental Permit application was denied for not meeting the criteria.

UNFINISHED BUSINESS:

Abandoned Boats on Dam – Notices will be posted on both Borough bulletin boards informing owners that all water craft must be removed from the dam area. Any remaining water craft will be moved by the Borough to another location.

Vote for Bladderwort Spraying – A survey performed by Natureworx determined that 10.9 acres need to be addressed for a cost of \$6,104.00. A **Motion** was made by Eustice, 2nd by Burden to have Natureworx spray 10.9 acres not to exceed \$6,500.00.

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

Motion Carried.

Code Enforcement – Will continue as Unfinished Business.

ARPA Funds – The proposed project at 54 Williams Dr. will begin when the vendor can find a new bonding company as the prior company went out of business.

Speed Bumps/Humps – Will continue as Unfinished Business.

Dam – June/July 2023

- 6/14/2023-The Borough received verbal confirmation that the credit line was drawn down on June 10th. Note that the account where the money was kept received zero interest. The Borough is looking at the steps needed to move the money into the borough PLGIT dam account, where the money can earn interest.
- 6/23/2023 PLPB Treasurer performed a wire transfer from the Luzerne Bank dam account to the Borough's PLGIT account. The Dam Fund at the Luzerne account did not accrue interest, and the PLGIT rate is presently 4.95%, which amounts to approximately \$400/day.
- 6/30/2023-Drilling equipment is on-site in preparation for test borings scheduled for 7/10 and 7/11. Road closures may occur during that period.

- 7/2/2023-The surveyor made revisions to the legal descriptions and maps for properties needing flowage easements.
- 7/5/2023-The Appraiser is making modifications to appraisals based on changes in flow area. These changes were made based on changes made by Streamline, and only effect the Basler easement.
- 7/7/2023-Eleven letters were mailed to property owners on record that may be incrementally affected by the planned spillway improvements. These letters with related return receipts, will be a component of the DEP permit application.

Each letter lists the PIN number of each property, and a color-coded map.

The proposed repairs and improvements will allow the dam and spillway to safely handle flood events up to the regulatory Probable Maximum Flood (PMF) event.

The PMF event is defined as the flood that may be expected from the most severe combination of critical meteorological and hydrologic conditions that are reasonably possible at Penn Lake. The PMF for Penn Lake Dam is estimated to be less frequent than the 10,000 year flood (i.e., less than a 0.01 percent chance of occurring in any given year.)

The enclosed map depicts the following:

- Property parcel boundaries as determined by a Registered Pennsylvania Professional Surveyor.
- The FEMA 100 year flood. Note that no changes to the 100-year flood elevation at your property will occur due to the proposed dam repairs or spillway improvements.
- The flood area during a PMF event with the existing, unimproved spillway.
- In deep purple, the incremental flooding to your property that would occur during a PMF event resulting from the proposed Penn Lake dam and spillway improvements.
- 7/10/2023-DAG member Dan George and Councilman Rogan met with Attorney Giarratano for final discussions related to easements, appraisals for easements, and other related dam matters. It was agreed that the 3 property owners currently in discussion with the Borough regarding drainage easements will be invited to the 7/13 work session. Attorney Giarratano will have the legal material in the event that if any of the property owners are ready, the easements can be signed at that time. The easement needed from Carolyn Basler (Florida) will be done thru the mail. Attorney Giarratano is working on an access agreement with a property owner so that soil testing can be done.
- 7/10/2023-->7/12/2023-ARM Group, the subcontractor to Streamline engineering, was on-site to do test borings in the dam. These borings are needed for the detailed design of the repairs to the dam.
- A **Motion** was made by Rogan, 2nd by Kuter to issue checks for real estate easements and sign agreements with the affected property owners.
Roll Call: Rogan, Kuter, Longmore, Eustice, and Burden, all in favor, none opposed.
Motion Carried.
- A **Motion** was made by Rogan, 2nd by Eustice to pay Streamline Engineering for permitting and work in the amount of \$16,983.53 and also to pay Kutz Appraisal \$200 for additional appraisal work.
- Roll Call: Rogan, Eustice, Longmore, Kuter, and Burden, all in favor, none opposed.
Motion carried.

NEW BUSINESS:

Vote to Purchase Sewage Pumps – A **Motion** was made by Rogan, 2nd by Longmore to purchase 12 sewage pumps at \$2,620.83 each from Sites Specific through the Co Stars Program.

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

Motion Carried.

Vote to Adopt Resolution 2 – A **Motion** was made by Rogan, 2nd by Eustice to adopt Resolution 2 of 2023 to pursue Community Development Block Grant Funds for the purpose of correcting storm drainage problems and road deterioration.

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

Motion Carried.

PUBLIC COMMENT: Residents' comments included questions concerning water test results, collection of goose excrement, drain cleaning, properties impacted by the dam project, and dam easements.

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

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

Motion carried.

Meeting adjourned at 8:42 PM.

The next Council Meeting will be held on August 10, at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT August 10th , 2023

PNC GENERAL FUND

Balance as of 07/13/23	\$ 47785.40
Revenue Deposits 8/10/23 mtg	+ <u>100.00</u>
	47885.40
Transfer to Dam Acct	- .00
Bills to be Paid 8/10/23	- <u>9622.26</u>
Balance as of 8/10/23	\$38263.14
	-(2168.70 - PICKLEBALL GO FUND ME)
	<u>-(\$32289.08 - Arpa Funds)</u>
	\$ 3805.36

PLGIT GENERAL FUND

Balance as of 07/13/23	\$167691.50
Deposits	+ 1241.33
Interest earned 7/30/23	+ <u>709.45</u>
	\$169642.28
Bills to be Paid 8/10/23	- <u>4750.00</u>
Balance as of 8/10/23	\$164892.28

DAM ALLOCATION FUND

\$3223176.38
+ .00
+ <u>13555.18</u>
\$3236731.56
- <u>44250.89</u>
\$3192480.67

PLGIT GARBAGE

Balance 07/13/23	\$39545.65
Deposits from 8/10/23 mtg	\$.00
Interest earned 07/30/23	\$ <u>178.76</u>
	\$39724.41
Bills to be Pd 8/10/23	- <u>6801.48</u>
Balance as of 8/10/23	\$32922.93

LIQUID FUELS

\$41693.25
.00
\$ <u>175.48</u>
\$41868.73
- <u>.00</u>
\$41868.73

FNCB SEWER FUND

Balance 07/13/23	\$208416.44
Interest Earned	+ 142.61
Revenue Dep 8/10/23	+ <u>13603.11</u>
	\$222162.16
Bills to be Pd 8/10/23	- .00
7/13/23}	-
Penn Vest Loan 8/1/23	- <u>10317.06</u>
Balance as of 8/10/23	\$211845.10

LUZERNE BANK

\$81923.97
.00
+ <u>.00</u>
\$81923.97
-22003.79 (Add'l bills approved/pd)
- <u>18076.03 (Dam bills)</u>
\$ 59920.18

RECEIPTS: August 10th, 2023 MEETING

\$ <u>1241.33</u>	Berkheimer, EIT
\$ <u>13603.11</u>	Aqua PA, May Sewer Fees
\$ <u>100.00</u>	Zoning Permits, (Lokuta, McGlynn)

\$ 14944.44 TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – August
\$ <u>350.00</u>	Atty. John Dean, July Retainer
\$ <u>502.06</u>	Elliott Greenleaf & Dean, Borough Matters – June
\$ <u>387.56</u>	Barry Jacob, ZO Salary –July & mileage & Postage
\$ <u>221.30</u>	Sargents Court Reporting Svc, (6/9/23 mtg zoning ord enactment)
\$ <u>16237.36</u>	Luzerne Bank, Loan Payment
\$ <u>6801.48</u>	GFL Environmental, Garbage collection August
\$ <u>102.60</u>	PNC Bank, OOMA & Go To mtg/Postage
\$ <u>31.24</u>	PPL Electric Utities, July Streetlights
\$ <u>28013.53</u>	Streamline Engineering Inc, Inv #909(Dam)
\$ <u>500.00</u>	Kislan’s Trucking, Lawn maintenance (Inv#4573)
\$ <u>805.00</u>	Kislan’s Trucking, Inv #4576 Cutting trees, brush, mulch, & haul away
\$ <u>174.00</u>	Reeves Rent A John Inc. –July Potty
\$ <u>6160.00</u>	Natureworks Clear Water Assoc, Bladderwort treatment
\$ <u>288.00</u>	Kirby Memorial Health Center, 8 Water Tests
\$ <u>100.50</u>	CANWIN, Legal Ads (2/9/23 & 4/27/23)
\$ <u>4750.00</u>	Borton Lawson Engineering, Stormwater Improvement Project-Survey

\$ 75741.69 TOTAL BILLS