Penn Lake Park Borough Agenda-May 9th 2024 7:00pm Meeting https://global.gotomeeting.com/join/384401149 Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-

- Pickle Ball Funds-\$2,168.70
- Backup of Treasurers computer
- Chris Zweibel resignation as Emergency Management Coordinator (EMC)
- Paving Bids...
- Grass Cutting Bids...
- LSA Grant Bid

• ...

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

• Dam

Unfinished Business

- Code enforcement(Ongoing)
- ARPA Funds(Ongoing)
 - 1. Drainage 54 William Drive-project status-Complete
 - 2. Hollenback/Horseshoe-Kislan awaiting pipe delivery/May have to cancel, water line
- Speed Bumps/Humps (Ongoing)
- Aqua Main Replacement-Status
- Discuss and Award Grass Cutting Kislan \$2500 plus \$35/hr
- Discuss and Award Award Patching and Paving
- Discuss and Award 2020 Drainage Upgrade project (LSA Grant \$86,000) Low Bid \$57,232 Lehigh Asphalt Paving and Construction Co

New Business

Vote to acquire new computer for Teresa

Final Public Comment Adjourn

APRIL 11, 2024 PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough April Council meeting was held at the Penn Lake Park Community House. Council President Paul Rogan called the meeting to order at approximately 7:21 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: Council President Paul Rogan, Council Members: Susan George, John Burden, Dan Eustice, and Corey Beltz. Mayor Tom Carter was absent.

PUBLIC COMMENT: None

MINUTES:

Minutes from the March Council Meeting were distributed to council members via email and posted on the Penn Lake Borough website. The copies will be recorded as the official minutes. A **Motion** to accept the March Council Meeting Minutes was made by Eustice, 2nd by George. Roll Call: Eustice, George, Burden, Beltz, and Rogan, all in favor, none opposed. Motion Carried.

TREASURERS REPORT:

The Treasurer's Report was presented. A **Motion** was made by George, 2nd by Eustice to accept the Treasurer's Report. Roll Call: George, Eustice, Beltz, Burden, and Rogan, all in favor, none opposed. Motion carried.

RECEIPTS/BILLS:

A **Motion** was made by Rogan, 2nd by Beltz to pay the bills of \$40,870.58 and to accept the receipts of \$114,852.19. Roll Call: Rogan, Beltz, George, Eustice, and Burden, all in favor, none opposed. Motion carried.

PETITIONS OR COMPLAINTS: None

CORRESPONDENCE: Luzerne County Council notified the Borough of the expansion of income eligibility requirements for the ARPA Heating and Utility Assistance Program. Anyone eligible will receive a one-time direct disbursement of \$290.00 to their heating-related utility provider. Residents can go to <u>www.ceopeoplehelpingpeople.org/arpautility</u> to find income guidelines and ARPA applications.

COMMITTEE REPORTS:

MAYOR – Carter – Informed Council via an email read by Rogan, that beaver traps were set March 29, and as of April 6, remain empty. It is possible the beavers left. The trapper specialist will come back when the beaver returns. In the email Carter also stated that there were several complaints about renters at 1167 Lakeview Dr using a motorboat on the lake. The owner of the rental was contacted who in turn let the renters know they were in violation. The owner also mentioned that rules are posted in the rental house stating that no motorboats are allowed on the lake. Carter forwarded a copy of the draft police agreement with the White Haven Police Department. Questions and concerns can be forwarded to Linda Szoke. White Haven is willing to discuss the Borough's questions and concerns.

SOLICITOR – Kristyn Jeckell – Sewer liens fell into two categories: 9 amended liens were filed, and 7 owners received letters informing them a lien would be filed in thirty days if arrears were not paid. Two of the seven have brought their accounts up to date. The Baslers withdrew preliminary objections for eminent domain and are now seeking appraisals on their property. A court date has been set for April 24th, concerning the nuisance violation stemming from garbage on the Lukens property originating from the rental home owned by Penn Lake Homes LLC.

ZONING – No permits were issued.

RECREATION- George – A Handicapped Accessible Porta Potty was placed at the ball field. The Porta Potty will be cleaned weekly by the company.

LAKE MANAGEMENT - Eustice – Weekly water testing for both beaches will begin the week before Memorial Day. Water testing results will be posted on the Borough's website. Signs will be posted on the beaches in the event the E.coli levels exceed acceptable levels.

GOOSE ABATEMENT – Eustice – Geese numbers are being monitored and pyrotechnics will again be used to move geese off the lake.

RTK/RECORDS –Burden – One RTK was received concerning active solar permits and was satisfied.

ROADS –**Eustice** – The AQUA water-main replacement on Williams Dr. has been completed. The stop sign and catch basin damaged on Horseshoe and Lakeview will be repaired. Bids for pothole patching and paving are due May 7th.

SEWERS – **Beltz** – A grinder pump on a vacant property with a dwelling will not be repaired until the owner pays his delinquent bill.

SHORT TERM RENTALS- Burden – Seven Short-Term Rental Properties currently have permits and one is operating without a permit.

DAM - Rogan - 3-14-2024 Meeting-Dam Report

• 3/20/24-Preliminary objections to the Basler easement were withdrawn as stated in the following communication from Attorney Jeckell:

I am pleased to enclose a true and correct copy of correspondence and Carolyn Basler's

Praecipe to Withdraw Preliminary Objections to Penn Lake Park Borough's Declaration of

Taking in the above-referenced matter. As you will see, Carolyn Basler withdrew the

Preliminary Objections after reviewing the documentation the Borough provided in response to

the Preliminary Objections, namely, the January 31, 2024 Engineering Report provided from

Streamline Engineering Inc. You will also see that Ms. Basler is choosing to proceed to a Board

of View Hearing, which means that an impartial board will review the compensation the

Borough has provided to Ms. Basler in exchange for the taking. Please let me know if you have

any questions.

- 4/2/24-Basler Easement, per conversation with attorney Dean, Board of View meaning and timing: the board of view review will happen in its own due course, but the easement is officially in place. The board of view resolves compensation issues. Does the borough need to get another appraisal, or is the current appraisal adequate?
- Letter Writing -Last month the DAG started to encourage residents to get in touch with state legislators. That appears to have had some small effect. On 4/2 Rogan spoke with David Argall's chief of staff, Christine Verdier. She has been responding to constituents by encouraging them to attend PLPB monthly council meetings for status. Sample letters are available in hard copy on the community house porch and on the borough web site (See https://pennlakeborough.com/daminformation/
- <u>Other Activities since the March meeting.</u>
- Since the Borough submitted the permit application last November, the dam advisory group has been trying to understand timing and next steps. The dam advisory group (DAG) has been working toward an autumn of 2024 construction start date. Communications with the DEP concerning status have been difficult. In summary:
 - The DEP Dam Safety personnel insist that they need a full year to review the application, suggesting a spring of 2025 start date may be more realistic.
 - The DEP is reviewing the application for legal and technical issues.
 The DAG is trying to arrange a meeting with the DEP dam safety department to understand and resolve any legal and technical issues. As of today, they have been unable to get that meeting scheduled.
- Among the DAG concerns:
 - Nearly 5 months of the 12 month review period have elapsed. The DAG believes that a fast legal review meeting on 2/21 is the only progress on the application, that being prompted by urging from state senator David Argall's office.
 - The DEP Dam Safety is not having the same sense of urgency as the Borough in resolving what has been characterized as an "Unsafe" dam by DEP letter on 3/20/20. Since that time the borough has spent more than \$400,000, raised taxes from .6 to 4.6 mils, and borrowed \$3 million.
 - The perception is that the only thing that has motivated action to date has been meetings and communication with Senator Argall's office.

UNFINISHED BUSINESS:

Code Enforcement – Will continue as Unfinished Business.

ARPA Funds – The Stormwater project at 54 Williams Dr. has been completed. The drainage project at Horseshoe and Hollenback Dr. may be delayed because of the existence of a water main under the area. Another project is needed to redirect the ARPA funds.

Speed Bumps/Humps – Will continue as Unfinished Business.

Short-Term Rental-Next Steps – Reported by Attorney Jeckell in Committee Reports. *AQUA Main Replacement Status* – Work will begin on Horseshoe Dr. later this month.

NEW BUSINESS: None

PUBLIC COMMENT: A resident was grateful for the addition of a handicapped accessible porta potty.

A **Motion** was made by Rogan, 2nd by Burden to adjourn. Roll Call: Rogan, Burden, Beltz, George, and Eustice, all in favor, none opposed. Motion Carried. Metting adjourned at 7:58 PM.

The May Council Meeting will be held on Thursday, May 9, at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary

May 9th 2024 MEETING

RECEIPTS:

\$ 4355.00	HA Berkheimer, EIT -April
\$ 16036.33	Aqua PA, Sewer Monthly Fees Collected – February
\$ 11300.00	Ronald Papa, Sewer Connection Fee
\$ 343.00	Garbage fees collected (2024 - Fisher)
\$ 2500.00	Short Term Rental Fees (Medico & Perrone)
\$ 4714.00	Elite Revenue, Delinquent taxes collected)
\$ 518.64	Sewer Fees Collected (Delinquent – Smaltz Property)

\$39766.97

TOTAL RECEIPTS

BILLS:

0		
\$_	10317.06	Penn Vest Loan Monthly Payment – May
\$	350.00	Atty. John Dean, April Retainer
\$	1280.12	Elliott Greenleaf & Dean, Borough Matters –March 2024(Inv#5008)
\$	709.98	Elliott Greenleaf & Dean, Dam (inv #5010)
\$	388.94	Barry Jacob, ZO Salary –April & Mileage
\$	16237.36	Luzerne Bank, Loan Payment
\$	7073.64	Casella, May Garbage
\$	31.37	PPL Electric Utilities, April Streetlights
\$	13.60	Karen Burden, Postage
\$	155.00	Biros Utilities Inc, Portable Toilet (May)
\$	217.15	PNC Bank Card, OOMA & Go To Mtg
\$_	13.40	HA Berkheimer Inc, Admin & Comm -March

\$36787.62 TOTAL BILLS

TREASURERS REPORT May 9th , 2024

PNC GENERAL FUND

Balance as of 04/11/24	\$24947.03
Revenue Deposits 5/08/24 mtg	+ 7217.00
75 04 070 0564 8	32161.03
Transfer to Dam Acct	00
Bills to be Paid 5/08/24	- 2449.58
Balance as of 5/08/24	\$29711.45
Transfer to PLGIT General Fund	-10000.00
	\$19711.45
	-(2168.70 - PICKLEBALL GO FUND ME)
	- 13468.26 (AARPA Funds)
	\$ 4074.49

PLGIT GENERAL FUND

Balance as of 04/11/24	\$178092.11	\$3190595
Deposits	+ 4355.00	+
Transfer from PNC General Fund	+ 10000.00	
Interest earned (April)	+ 753.55	+ 13259
	\$193200.66	\$3203855
Bills to be Paid 5/08/24	00	- 16947.
Balance as of 5/08/24	\$193200.66	\$3186907

PLGIT GARBAGE

Balance 04/11/24	\$19386.68	\$46255.08
Deposits from 5/08/24 mtg	\$ 343.00	\$.00
Interest earned (April)	<u>\$ 64.31</u>	<u>\$ 193.90</u>
	\$19793.99	\$46448.98
Bills to be Pd 5/08/24	- 7073.64	00
Balance as of 5/08/24	\$12720.35	\$46448.98

FNCB SEWER FUND

Revenue Dep 5/08/24	+ 27854.97	+ .00
Bills to be Pd 5/08/24	\$168913.17 00	\$1007.02 .00
Penn Vest Loan 5/1/24	- 10317.06	00
Balance as of 5/08/24	\$158596.11	\$1007.02

DAM ALLOCATION FUND

Ş3	190595.39
+	.00
+	13259.79
\$3	203855.15
	16947.34

LIQUID FUELS

LUZERNE BANK

KISLAN'S TRUCKING

354 S. Stagecoach Rd Weatherly, PA 18255 HIC Reg # PA007938 Phone # (570) 427-0167 Fax # (570) 427-0168

Bid date Bid for 4/2/2024 Penn Lake

Cut grass around ball field for 5 months	\$2,500.00
maintenance of playground as necessary	
and 3 cuts of the dam area and roadside	
cut weeds & grass on Lakeview, Horseshoe &	
Hollenback as needed hourly rate per person	\$35.00

A	В	С	D	E	F	G
Map#	Address	Size	Price		Size	Price
	1 38 Terrace	Pothole 5x5 Pothole 4x5 Pothole 5x5 Pothole 4x4	112,50 112,50 112.5° 110.5°	04	Repave 80x19	6840.00
	2 61 Terrace	Pothole 3x6 Pothole 8x10 Pothole 4x17 Pothole 4x5 Pothole 8x6	112.50 360.00 306.00 112.50 216.00	04	Repave 130x19	11,115.00
3	3 90 Terrace	Pothole 10x19	855.00			
	4 90 Terrace	Pothole 5x12 Pothole 8x17 Pothole 4x4 Pothole 6x20	270.00 612.00 110.50 540.00	0 ^f	Repave 175x19	14965.50
	5 204 Hollenback	Pothole 6x25	675.00			
	6 456 Upper Hollenback			0 ⁴	Repave 75x19	6412. 5 0
	7 490 Upper Hollenback 8 39 Acorn		180.00			
		Edge repair 64x4				
1	9 38 Acorn 10 122 Woodland	Edge repair 4x30 Pothole 5x20	540.00 450.00			
		\$79	01.00		* 39	333.00
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Penn Lake Park Borough Road Repair Bid Form

If repaire of larger areas are going to be done then deposits will be determined based on which areas to be done.

Penn Lake Park Borough Road Repair Bid Form

Shiffer Bituminous Service Co. 158 Dotters Corner Road Kunkletown, PA 18058 しつ-しるトームると人

	A	В	С	D	E	Francisco F	G
1	Map#	Address	Size	Price		Size	Price
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7 8 9 10 11	2	61 Terrace 2 8.88 7.55 0.22 5.33	Pothole 3x6 Pothole 8x10 Pothole 4x17 Pothole 4x5 Pothole 8x6	200.00 888.00 755.00 222.00 533.00	04	Repave 130x19 Ә7Ч, ЧЧ Зү	4,391.04
13	3	90 Terrace 2] .]]	Pothole 10x19	2.111.00			
15 16 17 18	4	90 Terrace 6.66 15.11 1.78 13.33	Pothole 5x12 Pothole 8x17 Pothole 4x4 Pothole 6x20	666.00 1,511.00 178.00 1,333.00	04	Repave 175x19 369.44 SY	5,911.04
20 21	5	204 Hollenback 6,66	Pothole 6x25	1.666.00			
22 23	6	33. ال 456 Upper Hollenback	Pothole 21x7	1.633.00	OK	158,33 SY Repave 75x19	2.533.28
24	7	490 Upper Hollenback ^Y	Pothole 8x5	444.00			
26	8	39 Acom 28.44	Edge repair 64x4	2,844.00			
28	9	38 Acorn 13.33	Edge repair 4x30	1,333.00			
30	10	122 Woodland ,	Pothole 5x20	1,111.00			

• Column C/D: pave with 3" of compacted 9.5 mm. Wearing course. The price is * 100.00 per square yard.

Column E/G: pave with 1.5" of compacted 9.5 mm.
 Wearing course. The price is "16.00 per square yard.
 * Both options include milling and sealing the joints.

Т	HIS CERTIFICATE IS ISSUED AS A MAT	TER OF	FICATE OF LIAE	ERS NO RIGHT	S LIPON THE			(MM/DD/YYYY) 2024
B	ELOW. THIS CERTIFICATE OF INSURA	Y OR N NCE DO THE CER	EGATIVELY AMEND, EXTEND O DES NOT CONSTITUTE A CONT RTIFICATE HOLDER.	R ALTER THE RACT BETWEEI	COVERAGE /	AFFORDED BY THE POL IG INSURER(S), AUTHOR	ICIES	
11	MPORTANT: If the certificate holder is an SUBROGATION IS WAIVED, subject to the his certificate does not confer rights to the	e terms	and conditions of the policy, cert	ain policies may	ONAL INSURE	D provisions or be endors dorsement. A statement	ed. on	
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A	OWNED AUTOS ONLY X SCHEDULED AUTOS		0040140077	04/01/24	04/01/25	BODILY INJURY (Per accident		·····
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	AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE		Q885102309	04/01/24	04/01/25	X STATUTE ER		····
* 1	OFFICER/MEMBER EXCLUDED?	AIN	Recorded			E.L. EACH ACCIDENT	finance encountries described	500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE		500,000
						E.L. DISEASE - POLICY LIMIT	\$	500,000
sc	RIPTION OF OPERATIONS / LOCATIONS / VEHICL	ES (ACO	RD 101 Additional Remarks October					
		(AUU	to to t, Additional Remarks Schedule, ma	e attached if more	e space is require	d)		
ER	TIFICATE HOLDER			10711				
21.3	Penn Lake Borough	1		NCELLATION				
	PO Box 14		SH	HOULD ANY OF	THE ABOVE D	ESCRIBED POLICIES BE	CANCEL	ED BEFORE
	White Haven, PA 1	8661	17	TE EXPIRATION	DATE THE	REOF. NOTICE WILL	BE DEL	IVERED IN
			AUTH	ORIZED REPRES	ENTATIVE	A1	1	
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DEPARTMENT OF TRANSPORTATION

Shiffer Bituminous Service Co. - 003230

General

Address: 158 Dotters Corner Road Kunkletown, PA 18058 **Telephone**: (610) 681-4284 -Fax: (610) 681-3471-

Email: shifferbituminous@gmail.com

home

site map

help

Subsidiary of:

Detail

Type: Sub Contractor	GHC: No		
New to PennDOT: No	Certification Type:	SBE:	VOSB:
DBE Cert: Not Certified	SBE Cert:	DB:	
Certificate: 05/22/2025			

Work Class	ss Coo	les			
Status	Code	Description	Group	Туре	Effective
Approved	C1	Other Excavation and Grading (Roadway Patches, Drainage, Structure Related, etc.)	Earthwork	Regular	05/09/2006
	C3	Geotextiles	Incidental Construction	Regular	05/09/2006
	E F F1 F2	Flexible Base Course Bituminous Pavement Bituminous Pavement Patching and Repair Bituminous Joint and Crack Sealing Milling, Rumble Strips, Scarification Bituminous or Concrete	Base Course Pavement Pavement Pavement	Regular Regular Regular Regular	09/20/2005 09/20/2005 09/20/2005 05/09/2006
	F3		Pavement	Regular	05/09/2006
	F4	Bituminous Surface Treatments, Seal Coats	Pavement	Regular	05/09/2006
	G4	Joint Rehabilitation, Sawing and Sealing Concrete or Bituminous	Pavement	Regular	05/09/2006
	Н	Drainage, Water Main, Storm Sewer	Incidental Construction	Regular	09/20/2005
	H1	Pipe and Culvert Cleaning	Incidental Construction	Regular	05/09/2006
	H2	Pavement Base Drains	Incidental Construction	Regular	05/09/2006
	M2	Silt Barrier Fence, Gabions, Erosion Control	Roadside	Regular	05/09/2006

Comments

Audit Information								
Created By	Created On	Modified By	Modified On					
Joseph Cribben/PennDOT	09/20/2005 11:30:59 AM	LaToya Lewis/PennDOT	02/09/2023 08:01:20 AM					

pennsylvania ANONYMOU



May 7, 2024

Penn Lake Park Borough PO Box 14 White Haven, PA 18661

RE: 2024 LSA Grant Project – Hollenback Road

Dear Council:

We have received and reviewed the bids from ten contractors, which were opened at 11:30 am on May 7, 2024.

Based upon the bids received, which are summarized in the attached Bid Tabulation, we are recommending award of the base bid to the low bidder, Lehigh Asphalt Paving and Construction Co. for the Base Bid in the amount of <u>\$57,232.00</u>.

Should you have any questions, please do not hesitate to contact me at <u>nargot@borton-lawson.com</u> or 570-821-1994, ext. 1285.

Sincerely,

Nicholos K Ayot

Nicholas R. Argot, PE Project Manager

Lehigh Valley Pittsburgh Wilkes-Barre

Wilkes-Barre

613 Balitmore Drive Suite 300 Wilkes-Barre, PA 18704

> P: 570.821.1999 F: 570.821.1990

borton-lawson.com

BID TABULATION PENN LAKE PARK BOROUGH 2024 LSA GRANT – HOLLENBACK ROAD BID DATE: MAY 7, 2024 – 11:30 AM PROJECT NUMBER: 21559

CONTRACTOR	BID SECURITY	BASE BID	REMARKS
American Asphalt Paving	Yes	\$84,960.00	
Kobalt Construction, Inc.	Yes	\$64,430.00	Second Low Bidder
Lehigh Asphalt Paving and Construction Co.	Yes	\$57,232.00	Low Bidder
Linde Corporation	Yes	\$81,020.00	
M&J Excavation Inc	Yes	\$93,600.00	
New Enterprise Stone & Lime Co.	Yes	\$79,475.20	Third Low Bidder
Pioneer Construction Co, Inc.	Yes	\$90,568.00	
Sikora Brothers Paving, Inc.	Yes	\$97,625.00	
The H&K Group	Yes	\$117,933.22	
Wayco Incorporated	Yes	\$80,047.35	