

Penn Lake Park Borough
Agenda-8/14/2025 7:00pm Meeting

<https://global.gotomeeting.com/join/384401149> Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-

- Discuss micro mobility chart from PA DoT
- Breezeline redline comments for franchise agreement
- Other?

Call to Order

Pledge of Allegiance

Roll Call

Public Comment-Public comment on the current agenda items

Meeting Minutes Approval

Treasurer's 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

New Business

- Change order - Streamline Engineering, Inc - \$6,000.00
- Verdantas - Annual dam inspection required by Act 105 - Not to Exceed \$2,250
- Mulch - Approve not to exceed \$750.00 for 20 [cu.ft](#) of mulch for playground

Unfinished Business

-

Final Public Comment

Adjourn

JULY 10, 2025

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 Corey Beltz called the meeting to order at approximately 7:04 PM with the Pledge of Allegiance to the Flag followed by a statement that the meeting is being recorded.

ROLL CALL: Mayor Tom Carter, Council President Corey Beltz, Council Members: Susan George, John Burden, Dan Eustice, and Lisa Stuart were present.

PUBLIC COMMENT: There was a question from Betty McGarrigan concerning public comment.

MINUTES:

Minutes from the June Council Meeting were distributed to council members via email and posted on the Penn Lake Park Borough website. The copies will be recorded as the official minutes. A

Motion to accept the June Council Meeting Minutes was made by Beltz 2nd by Stuart.

Roll Call: Beltz, Stuart, George, Burden, and Eustice, 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, Stuart, Burden, and Beltz, all in favor, none opposed.

Motion carried.

RECEIPTS/BILLS:

A **Motion** was made by Beltz, 2nd by George to pay the bills of \$88,429.37 and to accept the receipts of \$142,794.43.

Roll Call: Beltz, George, Burden, Eustice, and Stuart, all in favor, none opposed.

Motion carried.

PETITIONS OR COMPLAINTS: The Borough received complaints of minors operating a golf cart as well as an adult operating a golf cart with young children who were not safely secured.

CORRESPONDENCE: Breezeline sent a new Franchise Agreement for the Borough's consideration for a term of fifteen years.

COMMITTEE REPORTS:

MAYOR – Carter – Nothing to report.

SOLICITOR – Dan Mulhern – A letter was sent to the Magistrate concerning a Short-Term Rental owner in violation of the Short-Term Rental Ordinance.

ZONING – 2 permits were issued for properties at 1529 Lakeview Dr. and 1327 Lakeview Drive. A permit was issued for a shed at 39 Terrace Dr.

RECREATION– George – Attended a Playground Safety Class and performed an inspection of the playground. George noted that approximately 20 cubic yards of mulch is needed for the playground area.

LAKE MANAGEMENT - Eustice –Water testing results have shown low counts for E. Coli; however, the last test was 184. Eustice commented that many lakes have seen an increase in E. coli results due to heavy rain.

GOOSE ABATEMENT – Eustice – The geese population has increased to about twenty-four.

RTK/RECORDS –Burden – Nothing to Report.

ROADS –Eustice –Paving will begin after the 4th of July holiday. Shiffer Bituminous will give the Borough one week notice before beginning. Two additional areas need repair and will be addressed. Eustice suggested crack sealing should be considered to prevent deterioration of Borough roads. The AQUA water-main replacement project is complete. Eustice spoke to Kislán Construction regarding replacing some of the 6X6 street signposts.

SEWER – Beltz – Twelve new grinder cores were delivered. Beltz noted Sites Specific’s quick response time for service calls.

SHORT TERM RENTALS- Burden -Attorney Mulhern sent a letter to the magistrate concerning a Short-Term Rental owner who is not in compliance with the Short-Term Rental Ordinance.

DAM – Stuart – 7-10-2025 Meeting- Dam Report

- Jim Brozena submitted a BRIC Grant on behalf of the Borough.
- There has been positive communication concerning the FEMA Grant.
- Representative Bresnahan forwarded a new grant application from the USDA.
- There is consideration of including a cut-off wall to the dam repair which will increase stability and longevity of the dam’s life if funding can be secured.
- A Public Meeting scheduled for July 27th has been postponed until the Labor Day Weekend when more information becomes available.

NEW BUSINESS:

Motion to Purchase Pickle Ball Nets – A **Motion** was made by Beltz, 2nd by Stuart to purchase a pickle ball net from the “Go Fund Me” funds not to exceed \$600.

Roll Call: Beltz, Stuart, Burden, George, and Eustice, all in favor, none opposed.

Motion Carried.

Playground Update – George will look into pricing for mulch.

Weed Spraying – A **Motion** was made by Eustice, 2nd by George to have Tigress spray for submersed weeds cost not to exceed \$9,500.00

Roll Call: Eustice, George, Stuart, Burden, and Beltz, all in favor.

Motion Carried.

Crack Sealing – A **Motion** was made by Eustice, 2nd by Beltz to have Shiffer Bituminous seal cracks on Borough roadways not to exceed \$3,000.00.

Roll Call: Eustice, Beltz, George, Stuart, and Burden, all in favor, none opposed.

Motion Carried.

Dam Inspection – Will be completed by the Borough’s engineer, Verdantas, (formerly Borton and Lawson).

UNFINISHED BUSINESS: None

FINAL PUBLIC COMMENT: Carl Heck had a question concerning zoning for a lakeside shed. Betty McGarrigan raised issues concerning regulations, earned income tax, delinquent taxes, and fences around the AQUA property. She requested a list of Short-Term rental owners and the addresses of their property. Council Member Burden asked Council to respond to the County Traffic Survey and reminded Council of a virtual meeting for the EMS Regional Meeting on July 30 from 1 until 2 o'clock. Council President Beltz thanked Kislun Construction for cutting the grass on Hollenback for the July 4th weekend.

A **Motion** to adjourn was made by Beltz, 2nd by George.
Roll Call: Beltz, George, Stuart, Eustice, and Burden, all in favor, none opposed.
Motion Carried.

Meeting adjourned at 7:51 PM.

The next Council Meeting will be held on Thursday, August 14, at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary

August 14th, 2025 Meeting

RECEIPTS:

\$ <u>3551.25</u>	HA Berkheimer, EIT - July
\$ <u>1190.06</u>	Elite Revenue, Delinquent Taxes Collected
\$ <u>14154.45</u>	Aqua PA, Sewer monthly Fees, (April)
\$ <u>600.00</u>	Zoning Permit, (Rooney, Sivilich, DiPippi, McNally, Glass)
\$ <u>3846.46</u>	Real Estate Taxes Collected
\$ <u>1540.00</u>	Garbage Fees Collected

\$24,882.22

TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – August
\$ <u>350.00</u>	Atty. John Dean, July Retainer
\$ <u>578.47</u>	Elliott Greenleaf & Dean, Dam Matters –June 2025 (Inv #10024)
\$ <u>752.50</u>	Elliott Greenleaf & Dean, Boro Matters- June 2025 (Inv #10023)
\$ <u>16778.36</u>	Shiffer Bituminous Service Co -Milling/Paving Borough Rds, Inv #4778
\$ <u>26.25</u>	H. A Berkheimer, Inc., Admin & Comm -June
\$ <u>473.29</u>	Aqua PA, Iv #6/2025 (McGarrigan)
\$ <u>393.63</u>	Barry Jacob, ZO Salary –July & Mileage (\$43.63)
\$ <u>8078.33</u>	Prestige Disposal, August Trash Removal
\$ <u>513.80</u>	PNC Bank, Go To Mtg, OOMA, & Pickle Ball Net
\$ <u>16237.36</u>	Northwest Bank (formerly Luzerne Bank) , Loan Payment
\$ <u>155.00</u>	Biros Utilities, Portable Toilet Rental – August
\$ <u>32.06</u>	PPL Electric Utilities, Streetlights – July
\$ <u>510.00</u>	Kislan's Trucking, Lawn Care for July Maint Inv #4931
\$ <u>480.00</u>	Kislan's Trucking, Trim Brush on Roads (Dam area)
\$ <u>3874.00</u>	Environmental Service Corp, Excavate/Repair Discharge Line on Grinder Pump Basin (Lakeview Dr)
\$ <u>9545.09</u>	Tigris Aquatic Services LLC, Lake weed treatment
\$ <u>200.00</u>	Kirby Memorial Health Center, Inv #61696, 5 water tests
\$ <u>375.00</u>	DGK Insurance, Treasurers Bond
\$ <u>3338.75</u>	Streamline Engineering Inc, Inv #1019 & 1020, Grant reports for Dam/DEP

\$73,008.95

TOTAL BILLS

TREASURERS REPORT AUGUST14TH, 2025

PNC GENERAL FUND

Balance as of 07/10/25	\$14,248.10	
Revenue Deposits 8/14/25 mtg	<u>+ 1,790.06</u>	
	16,038.16	
Bills to be Paid 8/14/25	<u>- 3,308.24</u>	
Balance as of 8/14/25	\$12,729.92	
	-(1,688.75 - PICKLEBALL GO FUND ME)-(NET -\$499.95)	
	<u>- 1,029.99 (ARPA Funds 5529.99 - \$4500)</u>	
	\$10,011.18 (General Funds)	

PLGIT GENERAL FUND

Balance as of 7/10/25	\$261,295.49
Deposits	+ 7,397.71
Interest earned- JULY	<u>+ 923.44</u>
	\$269,616.64
Transfer to Dam Acct	- 3,511.99
Bills to be Paid 8/14/25	<u>- 26,323.45</u>
Balance as of 8/14/25	\$239,781.20

DAM ALLOCATION FUND

	\$3,310,394.04
	+ 3,511.99
	<u>+ 11,643.96</u>
	\$3,325,549.99
	- 20,154.58
Balance as of 8/14/25	\$3,305,395.41

PLGIT GARBAGE

Balance 7/10/25	\$44,406.61
Deposits from 8/14/25 mtg	\$ 1,540.00
Interest earned (JULY)	<u>\$ 176.39</u>
	\$46,123.00
Bills to be Pd 8/14/25	<u>- 8,078.33</u>
Balance as of 8/14/25	\$38,044.67

LIQUID FUELS

	\$26,349.45
	\$.00
	<u>\$ 92.42</u>
	\$26,441.87
	<u>- 480.00</u>
Balance as of 8/14/25	\$25,961.87

PSBT SEWER FUND

Balance 7/10/25	\$ 97,824.91
Interest Earned	+ 63.30
Revenue Dep 8/14/25	<u>+ 14,154.45</u>
	\$112,042.66
Bills to be Pd 8/14/25	4,347.29
Service Fee	2.00
Penn Vest Loan 8/1/25	<u>- 10,317.06</u>
Balance as of 8/14/25	\$ 97,376.31

LUZERNE BANK

	\$997.02
	.00
	<u>+ .00</u>
	\$997.02
	- .00
Balance as of 8/14/25	\$997.02

LUZERNE BK (FEMA)

	\$219,690.22
	+ .00
	<u>+135,974.81</u>
	\$355,665.03