

Penn Lake Park Borough
Agenda-10/09/2025 7:00pm Meeting
<https://global.gotomeeting.com/join/384401149> Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-

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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

- Resolution #3 - LSA Grant

Unfinished Business

- Breezeline Agreement

Final Public Comment

Adjourn

SEPTEMBER 11, 2025

PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough September Council meeting was held at the Penn Lake Park Community House. Council President Corey Beltz called the meeting to order at approximately 7:14 PM with the Pledge of Allegiance to the Flag followed by a statement that the meeting is being recorded.

The Borough had a Moment of Silence in Remembrance of 9/11.

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

PUBLIC COMMENT: None

MINUTES:

Minutes from the August 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 August Council Meeting Minutes was made by Beltz, 2nd by Stuart. Roll Call: Beltz, Stuart, Burden, and Eustice, all in favor, none opposed. Motion Carried.

TREASURERS REPORT:

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

RECEIPTS/BILLS:

A **Motion** was made by Beltz, 2nd by Burden to pay the bills of \$54,391.81 and to accept the receipts of \$40,032.84. Roll Call: Beltz, Burden, Eustice, and Stuart, all in favor, none opposed. Motion carried.

PETITIONS OR COMPLAINTS: A resident on Darby Dr. complained that their neighbor leaves garbage out in their cans all week attracting bears daily. The residents are concerned for their safety and want to know what can be done about the situation. Mayor Carter received complaints about potholes on Hollenback Rd. before and after Terrace Dr. Carter suggested the Borough purchase several bags of patch to fill them or have them filled by Kislan Trucking.

CORRESPONDENCE: The Pickle Ball Players of Penn Lake wish to thank the Borough for purchasing an additional pickle ball net, enabling more people to enjoy the sport. The group also sends thanks to Dave Longmore for presenting the request to the Borough and Florence Longmore for ordering the net.

Alexander Flynn, Legislative Aide to State Representative Jamie Walsh, announced a Town Hall Meeting on Tuesday, September 16th at the Hazelton Area High School regarding the Sugarloaf PPL 500 KV Transmission Line Project.

COMMITTEE REPORTS:

MAYOR – Carter – No Report.

SOLICITOR – Dan Mulhern – Continues on Short Term Rental Issue.

ZONING – No permits were issued.

RECREATION– George – Thanked Dan Eustice, John Burden, Brian (Bull) Jayne, and Dan George for spreading the playground mulch.

LAKE MANAGEMENT - Eustice – The last two water tests had good results.

GOOSE ABATEMENT – Eustice – Nothing to Report.

RTK/RECORDS –Burden – One Right to Know was satisfied.

ROADS –Eustice –Spoke with Kislan Trucking concerning pothole patching on Hollenback Rd. Kislan Trucking quoted a price of \$350.00 for one ton of hot patch and labor. The catch basin by the Stop sign on Carter and Lakeview Dr. needs immediate repair.

A **Motion** was made by Eustice, 2nd by Beltz to accept the Kislan Trucking bid of \$350.00 to repair the potholes on Hollenback Rd.

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

Motion Carried.

A **Motion** was made by Eustice, 2nd by Burden to have Kislan Trucking make emergency repairs to the catch basin at the corner of Carter Dr. and Lakeview Dr. for \$3,035.30

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

Motion Carried.

SEWER – Beltz – Nothing to Report.

SHORT TERM RENTALS- Burden – The Hearing regarding the Short-Term Rental owner operating without a permit was rescheduled for October 8th, at 10 AM at the Wright Twp. Municipal Building.

DAM – Stuart – 8-14-2025 Meeting- Dam Report

- A Public Meeting was held on August 31st at 1 PM. Representative Jamie Walsh and State Senator Argall attended along with many Penn Lake residents.

NEW BUSINESS:

Change Order 3 – Streamline Engineering – A **Motion** was made by Beltz, 2nd by Stuart to adopt Change Order 3, design of a slurry wall, by Streamline Engineering in the amount of \$38,540.00.

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

Motion Carried.

Resolution 2 of 2025 – A **Motion** was made by Beltz, 2nd by Eustice, to adopt Resolution 2 of 2025 accepting the Luzerne County 2025 Hazard Mitigation Plan as the official Hazard Mitigation Plan of the Borough.

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

Motion Carried.

Payment to White Haven Borough for a New Fire Truck – A payment of \$12,000.00 will be issued to White Haven Borough for a new fire truck. This payment was committed and approved by the Borough in 2023.

UNFINISHED BUSINESS: None

FINAL PUBLIC COMMENT: None

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

Meeting adjourned at 7:48 PM.

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

Respectfully submitted,

Karen Burden, Secretary

October 9th, 2025 Meeting

RECEIPTS:

\$ <u>1528.12</u>	HA Berkheimer, EIT - September
\$ <u>707.93</u>	Elite Revenue, Delinquent Taxes Collected
\$ <u>17101.06</u>	Aqua PA, Sewer monthly Fees, (June)
\$ <u>3146.85</u>	Commonwealth of PA, Fire Relief Allocation

\$22,483.96

TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – October
\$ <u>350.00</u>	Atty. John Dean, September Retainer
\$ <u>227.50</u>	Elliott Greenleaf & Dean, Dam Matters –August 2025 (Inv #10435)
\$ <u>1973.50</u>	Elliott Greenleaf & Dean, Boro Matters- August 2025 (Inv #10434)
\$ <u>385.10</u>	Luzerne County Treasurers Office, Printing of Real Estate Tax Bills
\$ <u>149.43</u>	H. A Berkheimer, Inc., Admin & Comm -August
\$ <u>1477.50</u>	Streamline Engineering Inc, Inv #1038 – Grant Assistance
\$ <u>6309.00</u>	Streamline Engineering Inc, Inv #1039 -Dam Permit Assistance
\$ <u>350.00</u>	Barry Jacob, ZO Salary –September
\$ <u>8078.33</u>	Prestige Disposal, October Trash Removal
\$ <u>13.85</u>	PNC Bank, Go To Mtg, OOMA
\$ <u>16237.36</u>	Northwest Bank (formerly Luzerne Bank) , Loan Payment
\$ <u>155.00</u>	Biros Utilities, Portable Toilet Rental – 9/18 to 10/15
\$ <u>32.06</u>	PPL Electric Utilities, Streetlights – September
\$ <u>76.62</u>	Teresa Wojciechowski, Toner for Copier & Copy paper
\$ <u>510.00</u>	Kislan's Trucking, Lawn Care for September Maint Inv #4973
\$ <u>350.00</u>	Kislan's Trucking, Pot Hole Patching, Inv #4975
\$ <u>3035.30</u>	Kislan's Trucking , Fixing Catch Basin & building grate & inlet box at corner of Carter & Lakeview Dr
\$ <u>1273.45</u>	PA Dept of Revenue for return of unused SLFRF funds
\$ <u>19772.79</u>	Carolyn Basler, RE: Flowage Easement (Board of View Decision)
\$ <u>1931.78</u>	Gery S Toroli Esq, ½ Atty Fees Pd RE: Basler Flowage Easement
\$ <u>3146.85</u>	White Haven Volunteer Fire Co, Ffire Relief Allocation

\$76,152.48

TOTAL BILLS

TREASURERS REPORT OCTOBER 9, 2025

PNC GENERAL FUND

Balance as of 09/11/25	\$13,003.64
Revenue Deposits 10/09/25 mtg	<u>+ 3,854.78</u>
	16,858.42

Bills to be Paid 10/09/25	<u>- 8,765.86</u>
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Balance as of 10/09/25	\$ 8,092.56
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-(1,668.75 - PICKLEBALL GO FUND ME

\$ 6,423.81 (General Funds)

PLGIT GENERAL FUND

Balance as of 9/11/25	\$240,848.14
Deposits	+ 1,528.12
Interest earned- SEPT	<u>+ 822.87</u>
	\$243,194.13
Transfer to Dam Acct	- .00
Bills to be Paid 10/9/25	<u>- .00</u>
Balance as of 10/9/25	\$243,194.13

DAM ALLOCATION FUND

\$3,308,252.95
+ .00
<u>+ 11,030.26</u>
\$3,319,283.21
.00
<u>- 45,955.93</u>
\$3,273,327.28

PLGIT GARBAGE

Balance 9/11/25	\$33,972.15
Deposits from 10/9/25 mtg	\$.00
Interest earned (SEP)	<u>\$ 127.04</u>
	\$34,099.19
Bills to be Pd 10/9/25	<u>- 8,078.33</u>
Balance as of 10/9/25	\$26,020.86

LIQUID FUELS

\$26,053.41
\$.00
<u>\$ 86.83</u>
\$26,140.24
<u>- 3,035.30</u>
\$23,104.94

PSBT SEWER FUND

Balance 9/11/25	\$ 95,596.15
Interest Earned	+ 37.89
Revenue Dep 10/09/25	<u>+ 17,101.06</u>
	\$112,735.10
Bills to be Pd 10/09/25	.00
Service Fee	2.00
Penn Vest Loan 10/1/25	<u>- 10,317.06</u>
Balance as of 10/09/25	\$102,416.04

NORTHWEST

\$997.03
.01
<u>+ .00</u>
\$997.04
<u>- .00</u>
\$997.04

NORTHWEST BK (FEMA)

\$355,682.08
+ 14.62
<u>+ .00</u>
\$355,696.70

RESOLUTION #3 , 2025
PENN LAKE PARK BOROUGH
LUZERNE COUNTY, PENNSYLVANIA

Be it RESOLVED, that the **BOROUGH OF PENN LAKE PARK** (Name of Applicant) of **LUZERNE** (Name of County) hereby request a Luzerne County Local Share Assessment grant of **\$1,450,000** from the Commonwealth Financing Authority to be used for **REHABILITATION OF THE PENN LAKE PARK DAM**.

Be it FURTHER RESOLVED, that the Applicant does hereby designate **COREY BELTZ, COUNCIL PRESIDENT** (Name and Title) and **TOM CARTER, MAYOR** (Name and Title) as the official(s) to execute all documents and agreements between the **BOROUGH OF PENN LAKE PARK** (Name of Applicant) and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, **KAREN BURDEN**, duly qualified Secretary of the **BOROUGH OF PENN LAKE PARK** (Name of Applicant), **LUZERNE** (Name of County), PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the **COUNCIL OF PENN LAKE PARK BOROUGH** (Governing Body) at a regular meeting held **OCTOBER 9, 2025** (Date) and said Resolution has been recorded in the Minutes of the **BOROUGH OF PENN LAKE PARK** (Applicant) and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the **BOROUGH OF PENN LAKE PARK BOROUGH** (Applicant), this **9TH** day of **OCTOBER, 2025**.

BOROUGH OF PENN LAKE PARK
Name of Applicant

LUZERNE
County

KAREN BURDEN
Secretary

PENN LAKE PARK BOROUGH COUNCIL

PRESIDENT

VICE PRESIDENT

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

APPROVED BY: _____
MAYOR

ATTEST:

Secretary