

Penn Lake Park Borough  
Agenda-3/12/2026 7:00pm Meeting

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

Work Session-

- 

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

Unfinished Business

- Breezeline Agreement

New Business

- Ratify decision to pay Streamline Engineering invoice Number 1066 - Geo Tech Analysis for cut off wall (\$5,493.67) and Brozena Consulting (\$2,100) from a FEMA BRIC Grant that needed to be complete by 3/15/2026
- Motion to advertise Ordinance #1 of 2026 - Remove \$120/year "Lot availability fee" (Sewer)
- Motion to advertise Ordinance #2 of 2026 - Setting Tax Collector Fees
- Motion to adopt Resolution #2 - Appointing Planning Committee, Zoning Hearing Board members and appointing Martyn Harding as Flood Plain Manager
- Begin requesting quotes for Port-A-Potty
- Mark out for pot hole/road repair

Final Public Comment

Adjourn

FEBRUARY 12, 2026

## PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough February Council meeting was held at the Penn Lake Park Community House. Council President Corey Beltz called the meeting to order at approximately 7:11 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, Vice President Susan George, Council Members: Dave Bartlett, Dan Eustice, and Lisa Stuart were present.

**PUBLIC COMMENT:** None

### **MINUTES:**

Minutes from the 2026 Reorganization Meeting and the 2026 January 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 Reorganization Meeting Minutes and the January Council Meeting Minutes was made by Beltz, 2<sup>nd</sup> by Stuart.

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

Motion Carried.

### **TREASURERS REPORT:**

The Treasurer's Report was presented. A **Motion** was made by Eustice, 2<sup>nd</sup> by George, to accept the Treasurer's Report.

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

Motion carried.

### **RECEIPTS/BILLS:**

A **Motion** was made by Beltz, 2<sup>nd</sup> by George, to pay the bills of \$55,826.16 and to accept the receipts of \$120,272.46.

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

Motion carried.

**PETITIONS OR COMPLAINTS:** None

**CORRESPONDENCE:** None

### **COMMITTEE REPORTS:**

**MAYOR – Carter** – Declared a Disaster Emergency resulting from the January 25, 2026, snowstorm.

**SOLICITOR – Keighlyn Oliver** – Will review the Breezeline Franchise Agreement.

**ZONING** – 1 Permit was issued for a generator. The Zoning Hearing Board will meet on February 23, 2026, for a variance on a setback requirement for 1607 Lakeview Dr.

**RECREATION– George** – Nothing to Report.

**LAKE MANAGEMENT - Eustice** – Nothing to Report.

**GOOSE ABATEMENT – Eustice** – Nothing to Report.

**RTK/RECORDS –Bartlett** – Nothing to Report.

**ROADS –Eustice** – Nothing to Report.

**SEWER – Beltz** – The sewer fee will return to \$79.00 beginning with the March billing.

**SHORT TERM RENTALS- Bartlett**– Nothing to Report

**DAM – Stuart** – Nothing to Report.

**NEW BUSINESS:**

***Zoning Hearing Board Appointments*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by Bartlett to appoint Karl Heck (3-year term), Kat Ladoff (2-year term), and Kevin Cronauer (1-year term), to the Zoning Hearing Board.

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

Motion Carried.

***Planning Commission Committee Appointments*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by Eustice to appoint Tom Riddle, Martyn Harding, and Lisa Kuter to four-year terms on the Planning Commission Committee.

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

Motion Carried.

***Streamline Invoices*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by George to approve Streamline Engineering Invoice 1061 (Grant Assistance) for \$1,910.00 and Invoice 1062 (Permitting Phase) for \$4,943.95.

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

Motion Carried.

**UNFINISHED BUSINESS:**

***Breezeline Agreement*** – Will continue as Unfinished Business.

**FINAL PUBLIC COMMENT:** None

A **Motion** to adjourn was made by Beltz, 2<sup>nd</sup> by George.

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

Motion Carried.

Meeting adjourned at 7:21 PM.

**The Next Council Meeting will be held on March 12, 2026, at 7:00 PM.**

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT MARCH 12TH, 2026

**PNC GENERAL FUND**

Balance as of 2/12/26	\$10,581.27	
Revenue Deposits 3/12/26 mtg	+ <u>2,395.00</u>	
	12,976.27	
Bills to be Paid 3/12/26	- <u>2,797.46</u>	
<b>Balance as of 3/12/26</b>	<b>\$10,178.81</b>	
	<b>-( 1,668.75 - PICKLEBALL GO FUND ME</b>	
	\$ 8,510.06 (General Funds)	

**PLGIT GENERAL FUND**

Balance as of 2/12/26	\$242,762.05
Deposits	+ 16,410.52
Interest earned- FEB	+ <u>700.59</u>
	\$259,873.16
Transfer to Dam Acct	- 4,678.61
Service Charge	- 1.98
Bills to be Paid 3/12/26	- <u>8384.00</u>
<b>Balance as of 3/12/26</b>	<b>\$246,808.57</b>

**DAM ALLOCATION FUND**

Balance as of 2/12/26	\$3,219,509.54
Deposits	+ 4,678.61
Interest earned- FEB	+ <u>8,745.13</u>
	\$3,232,933.28
Transfer to Dam Acct	.00
Bills to be Paid 3/12/26	- <u>23,831.03</u>
<b>Balance as of 3/12/26</b>	<b>\$3,209,102.25</b>

**PLGIT GARBAGE**

Balance 2/12/26	\$ 5,584.85
Deposits from 3/12/26 mtg	\$ 1,925.00
Interest earned (FEB)	<u>\$ 14.00</u>
	\$ 7,523.85
Bills to be Pd 3/12/26	- <u>.00</u>
<b>Balance as of 3/12/26</b>	<b>\$ 7,523.85</b>

**LIQUID FUELS**

Balance 2/12/26	\$ 7,185.34
Deposits from 3/12/26 mtg	\$ .00
Interest earned (FEB)	<u>\$ 19.46</u>
	\$ 7,204.80
Bills to be Pd 3/12/26	- <u>6,886.78</u>
<b>Balance as of 3/12/26</b>	<b>\$ 318.02</b>

**PSBT SEWER FUND**

Balance 2/12/26	\$127,893.39
Interest Earned	+ 47.11
Revenue Dep 3/12/26	+ <u>.00</u>
	\$127,940.50
Bills to be Pd 3/12/26	- 3,327.24
Service Fee	- <u>2.00</u>
<b>Balance as of 3/12/26</b>	<b>\$124,611.26</b>

**NORTHWEST**

Balance 2/12/26	\$997.08
Interest Earned	+ .01
Revenue Dep 3/12/26	+ <u>.00</u>
	\$997.09
Bills to be Pd 3/12/26	.00
Service Fee	<u>.00</u>
<b>Balance as of 3/12/26</b>	<b>\$997.09</b>

**NORTHWEST BK (FEMA)**

Balance 2/12/26	\$423,893.64
Interest Earned	+ 16.26
Revenue Dep 3/12/26	+ <u>.00</u>
	\$423,909.90
Bills to be Pd 3/12/26	.00
Service Fee	<u>.00</u>
<b>Balance as of 3/12/26</b>	<b>\$423,909.90</b>

# March 12<sup>th</sup>, 2026 Meeting

---

## RECEIPTS:

\$ <u>11286.33</u>	HA Berkheimer, EIT - February
\$ <u>1245.00</u>	Elite Revenue, Delinquent Taxes Collected
\$ <u>5124.19</u>	Real Estate Taxes Collected
\$ <u>1925.00</u>	Garbage Fees Collected
\$ <u>150.00</u>	Zoning Permit, (Kile & Podmore)
\$ <u>1000.00</u>	Variance Hearing (Podmore)

**\$20,730.52**

## TOTAL RECEIPTS

## BILLS:

\$ <u>350.00</u>	Atty. John Dean, February Retainer
\$ <u>770.05</u>	Elliott Greenleaf & Dean, Boro Matters – (Inv #11881, Jan)
\$ <u>225.33</u>	HA Berkheimer, Admin & Comm, January & February
\$ <u>35.04</u>	PPL Electric Utilities, February Streetlights
\$ <u>512.14</u>	Donald Beckerman, Auditor Salary & Postage
\$ <u>8384.00</u>	Prestige Disposal, March Trash Removal
\$ <u>2213.30</u>	Aqua PA, Repairs Inv #1-2026
\$ <u>350.00</u>	Barry Jacob, ZO Salary –February
\$ <u>13.90</u>	PNC Bank, Go To Mtg, OOMA
\$ <u>16237.36</u>	Northwest Bank (formerly Luzerne Bank) , Loan Payment
\$ <u>6886.78</u>	Kislan's Trucking, Snow Plowing/Cindering 2/7 -24/2026 Inv #5085
\$ <u>234.00</u>	DGK Insurance, Tax Collector Bond – Deb Scott
\$ <u>1113.94</u>	Reading & Northern Real Estate Co, Sewer Easement
\$ <u>5493.67</u>	Streamline Engineering Inc, INV #1066 ARM Geotech Analysis for cutoff wall
\$ <u>2100.00</u>	Brozena Consulting Svcs LLC, BRIC Grant Assist. (12-16-25 to 2-28-26)
\$ <u>195.00</u>	Thomas Thornton, Website Maintenance for 2026
\$ <u>112.00</u>	Paul Rogan, FEDEX charge to mail payments RE: Bric Grant reimbursement app

**\$45,226.51**

## TOTAL BILLS

**RESOLUTION NO. 2, 2026  
PENN LAKE PARK BOROUGH  
LUZERNE COUNTY, PENNSYLVANIA**

**WHEREAS**, Borough Council desires to appoint members to serve on the following committees: Planning Commission, Zoning Hearing Board and Flood Plain Manager

**NOW, THEREFORE**, be it resolved, this 12th day of March, 2026, Penn Lake Park Borough Council, Luzerne County, Pennsylvania makes the following appointments:

1. Appointment of Tom Riddle (4 year term), Martyn Harding (4 year term), Lisa Kuter (4 year term) to Planning Commission Committee
2. Appointment of Karl Heck (3 year term), Kat Ladoff (2 year term) and Kevin Cronauer (1 year term) to Zoning Committee
3. Appointment of Martyn Harding as Flood Plain Manager

**PENN LAKE PARK BOROUGH COUNCIL:**

\_\_\_\_\_  
**PRESIDENT**

\_\_\_\_\_  
**VICE PRESIDENT**

\_\_\_\_\_  
**COUNCIL MEMBER**

\_\_\_\_\_  
**COUNCIL MEMBER**

\_\_\_\_\_  
**COUNCIL MEMBER**

**APPROVED BY:**  
\_\_\_\_\_  
**MAYOR**

**ATTEST:**  
  
\_\_\_\_\_  
**Secretary**