

**Penn Lake Park Borough**  
**Agenda-5/14/2026 7:00pm Meeting**

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

Work Session-

- Meet Henry Mleczynski -
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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

Unfinished Business

- Breezeline Agreement

New Business

- Update - Roads/Patching/Paving

Final Public Comment

Adjourn

APRIL 9, 2026

## 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 Corey Beltz called the meeting to order at approximately 7:31 PM with the Pledge of Allegiance to the Flag followed by a statement that the meeting is being recorded.

**ROLL CALL:** Council President Corey Beltz, Vice President Susan George, Council Members: Dave Bartlett, and Dan Eustice were present. Mayor Tom Carter and Lisa Stuart were absent.

**PUBLIC COMMENT ON CURRENT AGENDA:** None

### **MINUTES:**

Minutes from the March 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 February Council Minutes was made by George, 2<sup>nd</sup> by Eustice. Roll Call: George, Eustice, Bartlett, and Beltz, all in favor, none opposed. Motion Carried.

### **TREASURERS REPORT:**

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

### **RECEIPTS/BILLS:**

A **Motion** was made by George, 2<sup>nd</sup> by Eustice, to pay the bills of \$43,775.81 and to accept the receipts of \$136,611.03. Roll Call: George, Eustice, Bartlett, and Beltz, all in favor, none opposed. Motion carried.

**PETITIONS OR COMPLAINTS:** None

**CORRESPONDENCE:** Representative Jamie Walsh is hosting a paper shredding and electronics recycling event on Saturday, April 18, from 11-2 at the Butler Twp. Community Park on North Old Turnpike Rd. in Drums, PA.

### **COMMITTEE REPORTS:**

**MAYOR – Carter –** No Report.

**SOLICITOR – Jack Dean –** Reported that Judge Pierantoni granted a petition to release the funds regarding the Bassler easement. A check will be sent to the Borough.

**ZONING –** Two permits were issued: one for new construction at 1607 Lakeview Dr., and one for electrical at 1313 Lakeview Dr.

**RECREATION– George –** The Porta Potty is in place and will remain until November. George will conduct playground inspections.

**LAKE MANAGEMENT - Eustice** – Water testing will begin the week of May 17, 2026, and results will be posted on the Borough’s website.

**GOOSE ABATEMENT – Eustice** – No nesting areas have been spotted. The Borough is registered with the Fish and Game Commission to report nests.

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

**ROADS –Eustice** – Worked with Stuart to mark out old road signs that are outdated and are not reflective. Eustice will discuss Hollenback Rd. drainage with Chris Goetz from PennDOT. Eustice suggested beginning crack sealing earlier in the year and will mark out areas for pothole patching and paving.

**SEWER – Beltz** – Received a quote from Sites Specific for twelve new pumps.

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

**DAM – Stuart** –Easements were discussed in the work session. Dan George reported it is very unlikely the lake will be drained this year.

#### **UNFINISHED BUSINESS:**

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

#### **NEW BUSINESS:**

***Motion to Adopt Ordinance 1 of 2026 Removal of Lot Availability Fee*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by Bartlett to adopt Ordinance 1 of 2026, removing the \$120/year sewer fee on unimproved lots.

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

Motion Carried.

***Motion to Adopt Ordinance 2 of 2026, Setting the Tax Collector Fees*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by George to adopt Ordinance 2 of 2026, setting the tax collector fees at \$20.00 for non-sufficient funds/returned checks, \$12.00 for Certifications, and \$10.00 for duplicate copies.

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

Motion Carried.

***Porta Potty Approval: A Motion*** was made by Beltz, 2<sup>nd</sup> by George to rent a Porta Potty from Biros for \$155.00 per month.

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

Motion Carried.

***Motion to Solicit Bids for 2026/2027 Plowing*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by Bartlett to solicit bids for the 2026/2027 Plowing Season.

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

Motion Carried.

***Motion to Approve Grinder Pump Purchase*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by George to purchase 12 Grinder Pump Cores from Sites Specific for \$36,136.80.

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

Motion Carried.

***Trash Fee for the Penn Lake Association Building*** – A **Motion** was made by Beltz, 2<sup>nd</sup> by George, to waive the garbage fee for the Association in the amount of \$393.00.

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

Motion Carried.

**FINAL PUBLIC COMMENT:** Trish Bartlett inquired whether the Borough can act on nuisance properties. Trish Bartlett also asked that the Borough consider distributing old street signs to interested parties and direct funds received back to the borough.

A **Motion** to adjourn was made by Beltz, 2<sup>nd</sup> by George.  
Roll Call: Beltz, George, Bartlett, and Eustice, all in favor, none opposed.  
Motion Carried.  
Meeting adjourned at 7:55 PM.

**The Next Council Meeting will be held on May 14, 2026, at 7:00 PM.**

Respectfully submitted,

Karen Burden, Secretary

# May 14<sup>th</sup>, 2026 Meeting

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## RECEIPTS:

\$ <u>5876.17</u>	HA Berkheimer, EIT - April
\$ <u>2701.78</u>	Elite Revenue, Delinquent Taxes Collected
\$ <u>149268.42</u>	Real Estate Taxes Collected
\$ <u>63840.00</u>	Garbage Fees Collected
\$ <u>300.00</u>	Zoning Permits ( Shrader & Seiferheld, Steininger & Jahnke)
\$ <u>15772.79</u>	County of Luzerne Prothonotary, Release of Escrow funds (Basler)
\$ <u>25990.05</u>	Commonwealth of PA, PA Emergency Mgmt, BRIC reimbursement

**\$263,749.21**

## TOTAL RECEIPTS

## BILLS:

\$ <u>350.00</u>	Atty. John Dean, April Retainer
\$ <u>297.50</u>	Elliott Greenleaf & Dean, Boro L Matters – (Inv #12633, March)
\$ <u>875.00</u>	Elliott Greenleaf & Dean, Dam (Inv #12634, March)
\$ <u>8384.00</u>	Prestige Disposal, May Trash Removal
\$ <u>500.00</u>	Aqua PA, Repairs Inv #3-2026 (Schwab)
\$ <u>400.32</u>	Barry Jacob, ZO Salary –April, Postage -\$15.60; Mileage-\$34.72
\$ <u>217.42</u>	PNC Bank, Go To Mtg, OOMA & OOMA Service Fee
\$ <u>16237.36</u>	Northwest Bank (formerly Luzerne Bank) , Loan Payment
\$ <u>36136.80</u>	Site Specific Design Inc, 12 Sewer Pumps (Inv #85609A)
\$ <u>15.60</u>	Karen Burden, Stamps
\$ <u>99.98</u>	Teresa Wojciechowski, Toner for Copier & Envelopes
\$ <u>40.50</u>	CANWIN Ordinance Ad for Lot Availability Fee & Update Fee Schedule -Tax Coll.
\$ <u>155.00</u>	Biros Utilities Inc, Portable Potty Rental (4/15/2026 to 05/12/2026)
\$ <u>148.35</u>	H.A. Berkheimer Inc, Admin & Comm for March & April
\$ <u>71.36</u>	PPL Electric Utilities, March & April Streetlight
\$ <u>1161.48</u>	Kislans Trucking, Snow cindering & Plowing 3/3/2026
\$ <u>7.02</u>	Paul Rogan, Postage Reimbursement

**\$65,097.69**

## TOTAL BILLS

TREASURERS REPORT MAY 14TH, 2026

**PNC GENERAL FUND**

Balance as of 4/09/26	\$11,081.92
Revenue Deposits 5/14/26 mtg	+ <u>3,001.78</u>
	14,083.70
Bills to be Paid 5/14/26	- <u>1,803.05</u>
<b>Balance as of 5/14/26</b>	<b><u>\$12,280.65</u></b>
	<b><u>-( 1,668.75) - PICKLEBALL GO FUND ME</u></b>
	\$10,611.90 (General Funds)

**PLGIT GENERAL FUND**

Balance as of 4/09/26	\$255,491.22
Deposits	+155,144.59
Interest earned- APRIL	+ <u>772.07</u>
	\$411,407.88
Transfer to Dam Acct	- 136,288.64
Service Charge	- .00
Bills to be Paid 5/14/26	- <u>.00</u>
<b>Balance as of 5/14/26</b>	<b><u>\$275,119.24</u></b>

**DAM ALLOCATION FUND**

	\$3,242,308.13
	+ 136,288.64
	+ <u>9,253.96</u>
	\$3,387,850.73
	.00
	- <u>17,112.36</u>
	<b><u>\$3,370,738.37</u></b>

**PLGIT GARBAGE**

Balance 4/09/26	\$22,701.57
Deposits from 05/14/26 mtg	\$63,840.00
Interest earned (APRIL)	<u>\$ 67.35</u>
	\$86,608.92
Bills to be Pd 5/14/26	- <u>8,384.00</u>
<b>Balance as of 5/14/26</b>	<b><u>\$78,224.92</u></b>

**LIQUID FUELS**

	\$21,401.58
	\$ .00
	<u>\$ 59.32</u>
	\$21,460.90
	- <u>1,161.48</u>
	<b><u>\$20,299.42</u></b>

**PSBT SEWER FUND**

Balance 4/09/26	\$151,237.90
Interest Earned	+ 54.94
Revenue Dep 5/14/26	+ <u>13,798.65</u>
	\$165,091.49
Bills to be Pd 5/14/26	- 36,636.80
Service Fee	- <u>2.00</u>
<b>Balance as of 5/14/26</b>	<b><u>\$128,452.69</u></b>

**NORTHWEST**

	\$ 997.10
	+ .01
	+ <u>15,772.79</u>
	\$16,769.90
	.00
	<u>.00</u>
	<b><u>\$16,769.90</u></b>

**NORTHWEST BK (FEMA)**

	\$423,927.90
	+ 17.56
	+ <u>25,990.05</u>
	\$449,935.51
	.00
	<u>.00</u>
	<b><u>\$449,935.51</u></b>