

April 12<sup>th</sup>, 2018

## PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough April Council meeting was held in the Penn Lake Park Community House. Vice President Shaun Kuter 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 by the Secretary and residents of the Borough.

**ROLL CALL:** Mayor Debra Kryszicki, Councilmembers Jasin Marth, Jill Rosenstock, and Shaun Kuter were present, Councilmembers Paul Rogan and Richard Campbell were absent.

### **MINUTES:**

Minutes from the March meeting, were distributed to council and copies placed on display. The copies will be recorded on the official minutes. A **Motion** to accept the March 2018 minutes was made by Marth, 2<sup>nd</sup> by Kuter.

Roll Call: Marth, Rosenstock, and Kuter all in favor, none opposed. Motion carried.

### **TREASURERS REPORT:**

The treasurer's report was presented. A **Motion** was made by Kuter, 2<sup>nd</sup> by Marth to accept the treasurer's report.

Roll Call: Marth, Rosenstock, and Kuter all in favor, none opposed. Motion carried.

### **RECEIPTS/BILLS:**

A **Motion** was made by Marth, 2<sup>nd</sup> by Rosenstock to pay the bills of \$24,338.31 and accept the receipts of \$36,389.12.

Roll Call: Marth, Rosenstock, and Kuter all in favor, none opposed. Motion carried.

**PETITIONS OR COMPLAINTS:** None

### **CORRESPONDENCE:**

A letter was received from the White Haven Police Department informing the borough of an "active shooter" training provided by the Pennsylvania State Police to be held on April 26, 2018 at 6:00 pm. The training will cover what should be done in the event of an "active shooting" and provide information to share with your organization. Contact information concerning the training and reservations were provided in the letter.

### **COMMITTEE REPORTS:**

**MAYOR – Debbie Kryszicki** – Stated that Street Sign flyers will be posted on the community bulletin boards. Also, Grid 1, a subcontractor for PPL will be servicing the community's meter boxes within the next six to eight months. Mayor Kryszicki also commented on the increased activity of the 1<sup>st</sup> quarter Police Report stating there was a total of 70.66 hours of service which was 18.66 hours over our contract with the White Haven Police Department. Incidents included a motor vehicle accident, identity theft, trees down, careless and reckless driving, and a domestic dispute that involved three hours of time between responding, obtaining a warrant, and filing. She commented that

during her term as mayor, the borough has never exceeded the contracted hours and added there were unnecessary calls by a council member to the department concerning matters better addressed during work sessions and council meetings. She stressed the importance of contacting 911 for concerns rather than directly contacting the department by phone.

**SOLICITOR – Atty. McLaughlin** – Updated property transfer from the Basslers. Necessary signatures were obtained. The costs of the transfer and corrected deed should be between one and two hundred dollars and they will proceed with the filing of the deeds. The next step will be to consolidate the property parcels on one deed. Atty. McLaughlin will be checking on municipal liens for a property going up for tax sale. He also clarified the circumstances on which a municipality would file a lien on a property within the borough.

**ZONING** – There are two zoning hearings scheduled for Monday, May 7<sup>th</sup> at 6:00 pm.

**ENGINEERING/DAM** – none

**LAKE MANAGEMENT- Jill Rosenstock** – Treatment of lake for lily pads and bladderwort will occur sometime in May. Rosenstock also commented the area by the beaver dam needs to be cleaned and a tree by the inlet is down and may be impeding the flow of water into the lake. Also, there are two small trees by the concrete bridge that need to be addressed as they may also pose a problem. Jill contacted Paragon who estimated the cost of removal of the two trees at \$150.00.

**RECREATION – Shaun Kuter** – reported that Barnaby builders requested \$5,370.00 which is half of the total of the \$10,740.00 for the work on the tennis and basketball courts in order to proceed with the repairs. A **Motion** to cut a check in the amount of \$5,370.00 to Barnaby Builders was made by Kuter, 2<sup>nd</sup> by Marth. Roll call: Marth, Rosenstock, and Kuter all in favor, none opposed. Motion carried.

**GOOSE ABATEMENT – Shaun Kuter** – Nothing to report.

**RTK/RECORDS – Jasin Marth** – Nothing to report.

**ROADS** – No Report

**SEWER** – No Report

**UNFINISHED BUSINESS:** No quotes have been received for lawn and maintenance service, however, the deadline for the quotes is May 9.

**NEW BUSINESS:** Potholes and areas in need of repair will be marked soon. Kuter extended congratulations to the new borough secretary and inquired if she had acquired the borough's computer and printer. Burden responded all was going well and communications by phone and email were up to date.

**PUBLIC COMMENT:**

Betty McGarrigan questioned whether \$11,000.00 for a service spent by the council was put out for a bid. Attorney McLaughlin responded that special services such as Engineering, Lawyers, etc. are not required to have bids if the amount of the service is under \$18,000.00.

Kat Marth complimented the council on their efforts and expressed her thanks.

A motion to adjourn was made by Kuter, 2<sup>nd</sup> by Marth, Roll Call all in favor, all ayes, none opposed, motion carried.

Meeting Adjourned.

**The next meeting will be on May 10, 2018 at 7:00 pm.**

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT MAY 10<sup>TH</sup>, 2018

**PNC GENERAL FUND**

Balance as of 4/12/18	\$ 953.25
Revenue Deposits from 5/10 mtg	<u>+17428.97</u>
	\$18382.22
Transfer to PLGIT Dam Fund	- 5690.57
Bills to be paid – approved 5/10	<u>- 1939.29</u>
<b>Balance as of 5/10/18</b>	<b>\$10752.36</b>

Margo Beckerman memorial fund	\$ 1860.00
<b>Total Balance in PNC account</b>	<b>\$12612.36</b>

**PLGIT GENERAL FUND**

Balance as of 4/12/18	\$ 93233.27
EIT Deposit	+ 2529.84
Interest earned 4/30	<u>+ 109.73</u>
	\$ 95872.84
Add'l Bills Pd 4/12	- 5370.00
Bills to be Paid (approved 5/10)	<u>- .00</u>
<b>Balance as of 5/10/18</b>	<b>\$ 90502.84</b>

	<b>PLGIT GARBAGE</b>	<b>LIQUID FUELS</b>	<b>PETTY CASH</b>
Balance 4/12/18	\$30897.38	\$31188.34	\$15.99
Deposits from 5/10mtg	\$ 525.00	+ .00	
Interest earned 4/30	<u>+ 35.80</u>	<u>+ 40.42</u>	<u>.00</u>
	\$31458.18	\$31228.76	\$15.99
Bills to be Pd 5/10	<u>- 3440.00</u>	<u>- 357.75</u>	<u>- .00</u>
<b>Balance as of 5/10/18</b>	<b>\$28018.18</b>	<b>\$30871.01</b>	<b>\$15.99</b>

**FNCB SEWER FUND**

Balance 4/12/18	\$242428.94
Interest Earned	+ 15.69
Revenue Dep 5/10	<u>+ 12414.02</u>
	\$254858.65
Bills approved 5/10	- .00
Penn Vest Loan 5/01/18	<u>- 10317.06</u>
<b>Balance as of 5/10/18</b>	<b>\$244541.59</b>

**DAM ALLOCATION FUND**

\$13618.19
15.29
<u>+ 5690.57</u>
\$19324.05
<u>- .00</u>
<b>\$19324.05</b>

# RECEIPTS: May 10th, 2018 MEETING

\$ <u>2529.84</u>	HA Berkheimer, EIT - April
\$ <u>17071.71</u>	Real Estate Taxes Collected
\$ <u>284.20</u>	Recorder of Deeds, Transfer Taxes Collected
\$ <u>12414.02</u>	Aqua PA, Sewer Fees Collected - February
\$ <u>525.00</u>	Garbage Fees Collected - 2018
\$ <u>6.00</u>	DGK Insurance, Overpayment on Ins Policy
\$ <u>67.06</u>	Northeast Revenue Svc, Delinquent Taxes Collected

**\$ 32897.83 TOTAL RECEIPTS**

*+ 2211.85 Grant*

## BILLS:

\$ <u>3440.00</u>	County Waste, April Garbage Collection
\$ <u>30.96</u>	PPL Electric - April Streetlight
\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment May
\$ <u>350.00</u>	Atty. John Dean, April Retainer
\$ <u>350.00</u>	Elliott Greenleaf & Dean, Misc Boro matters- Feb & March
\$ <u>350.00</u>	Barry Jacob, ZO Salary -April
\$ <u>858.33</u>	White Haven Borough, Police Protection, May
\$ <u>357.75</u>	Jarick Construction, Snow Plow/Cindering for April

**\$ 16054.10 TOTAL BILLS**

*B 2004 51.00*