

Penn Lake Park Borough
Agenda-February 10th 2022 7pm Meeting
<https://global.gotomeeting.com/join/384401149> Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-7pm

- Aqua main replacement project-Valve risers

Call to Order

Pledge of Allegiance

Roll Call

Meeting Minutes Approval

Treasurers Report

Receipts and Bills

Petitions and Complaints

Correspondence

Committee Reports:

- Mayor
- Police
- Attorney
- Zoning
- Recreation
- Lake Management
- Goose Abatement
- Records
- Roads
- Sewer
- Short Term Rental

Unfinished Business

- DCNR/ADA Grants-Project and Reimbursement Status
- Dam
 - Activity since the January council meeting

New Business

-

Final Public Comment

Adjourn

REORGANIZATIONAL MEETING
PENN LAKE PARK BOROUGH
JANUARY 3, 2022

The Penn Lake Park Borough held its Reorganizational Meeting on January 3th, 2022 in the Penn Lake Community House. Mayor Tom Carter called the meeting to order at approximately 7:00 and opened the meeting with the Pledge of Allegiance to the Flag.

ROLL CALL: Mayor Tom Carter, Council members Paul Rogan, Shaun Kuter, John Burden, and Dan Eustice were present. Council member Dave Longmore was absent.

A nomination was made by Burden, to appoint Kuter as temporary Chair.

A **Motion** was made by Burden, 2nd by Kuter to nominate Paul Rogan for President of Council, no other nominations were made.

Roll Call: Burden-aye, Kuter-aye, Eustice-aye, motion carried.

A **Motion** was made Rogan, 2nd by Burden to nominate Shaun Kuter for Vice President, no other nominations were made.

Roll Call: Burden-aye, Rogan-aye, Eustice-aye, motion carried.

It was stated the meeting is being recorded.

Council President, Paul Rogan, made the following Committee Appointments:

RTK – John Burden

Engineering – David Longmore

Dam – Paul Rogan

Recreation – Shaun Kuter

Lake Management – Dan Eustice

Goose Abatement – Shaun Kuter

Roads – David Longmore

Sewer – Paul Rogan

Short-Term Rental - Burden

A **Motion** was made by Kuter, 2nd by Rogan to pass **Resolution #1 of 2022** Adopting the following:

1. Tax collector salary will be \$800 per year.
2. Appointment of Karen Burden as Borough Secretary, Salary at \$1700.00 per year.
3. Appointment of Teresa Wojchiechowski as Borough Treasurer, Salary at \$1700.00 per year.
4. Setting Council and Mayor Salary at \$120.00 per year, Council President Salary at \$240 a year.
5. Appointment of Barry Jacob as Zoning Officer, salary at \$350.00 per month mileage of .54 cents per mile.
6. Appointment of Jack Dean and his law firm as Borough Solicitor, salary at \$350.00 per month.

7. Appointment of Donald Beckerman as Auditor, salary at \$500.00 per year.
8. Two signatures are required on all borough checks, Treasurer, President, and Vice-President to have signatory authority.
9. Appointment of Borton-Lawson as Borough Engineer and Dam Engineer.
10. Appointment of John Burden as Right-To-Know Officer.
11. Appointment of Tim Lenahan - 4 year term planning commission.
12. Appointment of Tom Riddle - 3 year term planning commission
13. Appointment of Kathie Ladoff to 3 year term on zoning hearing board.
14. Appointment of Joe Glass as alternate on zoning hearing board.
15. Appointment of Jennifer Case as alternate on zoning hearing board.
16. Appointment of Christopher Zweible as the EMA Coordinator.
17. Appointment of Nick Argot as the Storm Water Engineer.
18. Setting the White Haven Journal as the paper of record when available.
19. Continue the use of PNC Bank and PLGIT as the Boroughs depositories.
20. Penn Lake will continue the monthly payment to White Haven of \$858.33 for the year 2022 for police patrol.

Roll Call: Rogan-aye, Kuter-aye, Burden-aye, Eustice-aye, all ayes, Motion carried.

A **Motion** to adjourn was made by Rogan, 2nd by Kuter.

Roll Call: All in favor, all ayes.

Meeting adjourned at 7:12 PM.

JANUARY 3, 2022
PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough January Council meeting was held in the Penn Lake Park Community House. Council President Paul Rogan called the meeting to order at approximately 7:13 PM with the Pledge of Allegiance to the Flag followed by a statement that the meeting is streamed through the conferencing app., Gotomeeting, and is being recorded.

ROLL CALL: Mayor Carter, Council President Paul Rogan, Council members Shaun Kuter, Dan Eustice, and John Burden were present. Council member David Longmore was absent.

MINUTES:

Minutes from the December Council Meeting were distributed to council via email and posted on the Penn Lake Borough website. The copies will be recorded as the official minutes and will be posted on the Borough's website. A **Motion** to accept the December Council Meeting Minutes was made by Kuter, 2nd by Burden. Roll Call: Rogan, Kuter, Burden, and Eustice all in favor, none opposed. Motion carried.

TREASURERS REPORT:

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

RECEIPTS/BILLS:

A **Motion** was made by Rogan, 2nd by Kuter to pay the bills of \$82,568.18 and to accept the receipts of \$85,612.52. Roll Call: Rogan, Kuter, Burden, and Eustice all in favor, none opposed. Motion carried.

PETITIONS OR COMPLAINTS:

Two families are concerned with erosion along the newly created trail and picnic bench area adjacent to the playground.

A resident was concerned the beaver has returned to the lake and may begin to damage trees along the lakefront.

CORRESPONDENCE:

None

COMMITTEE REPORTS:

MAYOR – Tom Carter – Nothing to Report.

POLICE – No Report

SOLICITOR – Shanna Williamson– Nothing to Report.
ZONING – 1 permit was issued for Solar Panels.
RECREATION– Kuter –Nothing to Report.
LAKE MANAGEMENT - Eustice – Nothing to Report.
GOOSE ABATEMENT – Kuter – A few non-resident geese have been moved along.
RTK/RECORDS –Burden – Nothing to Report.
ROADS –Longmore – Rogan emailed Jeremy Clark and Allen Serap from AQUA concerning poor installation of some valve risers. No response has been received as yet.
SEWERS – Rogan – Nothing to Report.
SHORT TERM RENTALS- 2022 Permit Applications have been mailed.

UNFINISHED BUSINESS:

DCNR/ADA Grants Reimbursement Status – Money from DCNR Grant has been received. Waiting on reimbursement from DCED Grant.

Dam –

- December 17- A Letter of Support was received from Congressman Matt Cartwright.
- December 23- Letters of Support for the FEMA FMA and BRIC Grants were received from the White Haven Fire Company and Senator Pat Toomey.
- January 3- Letters of Support for our Hazard Mitigation Grant Program (HMGP) application were solicited from the White Haven Fire Company, Dennison Township Volunteer Fire Company, White Haven Ambulance, Senator Pat Toomey, Congressman Matt Cartwright, Senator Bob Casey, and Dennison Township.
- January 3- Letters of Support for our Hazard Mitigation Grant Program (HMGP) grant application were received from Dennison Twp Volunteer Fire Company and the White Haven Ambulance Association.

NEW BUSINESS:

A **Motion** was made by Rogan, 2nd by Eustice to accept and endorse 4 documents associated with the PEMA HMPG Grant Application.

Roll Call: Rogan, Kuter, Burden, and Eustice all in favor, none opposed.

Motion carried.

PUBLIC COMMENT:

None

A **Motion** was made by Kuter, 2nd by Rogan to adjourn.

Roll Call: Rogan, Kuter, Burden, and Eustice all in favor, none opposed.

Motion carried.

Meeting adjourned at 7:31 PM.

The next meeting will be held on February10 at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT February 10th, 2021

PNC GENERAL FUND

Balance as of 1/03/22	\$16272.90	
Revenue Deposits 2/10/22 mtg	<u>+10526.03</u>	
	\$26798.93	
Transfer to Dam Fund	- 4697.15	
Service Fee	- 15.00	
Bills to be Paid 2/10/22	<u>- 3338.94</u>	
Balance as of 2/10/22	\$18747.84	(\$16119.06 –DCED)

PLGIT GENERAL FUND

Balance as of 01/03/22	\$82506.13
EIT Deposit	+ 1521.48
Revenue Deposits 2/10/22 mtg	+ .00
Interest earned 01/30/22	<u>+ .84</u>
	84028.45
Bills to be Paid 2/10/22	<u>- 1800.00</u>
Balance as of 2/10/22	\$82228.45

DAM ALLOCATION FUND

\$83956.54
+ 4697.15
<u>+ .84</u>
\$88654.53
<u>-46595.10</u>
\$42059.43

PLGIT GARBAGE

Balance 1/03/22	\$8600.45
Deposits from 2/10/22 mtg	\$ 950.00
Interest earned 1/30/22	<u>\$.09</u>
	\$9550.54
Bills to be Pd 2/10/22	<u>- 6539.40</u>
Balance as of 2/10/22	\$3011.14

LIQUID FUELS

\$15034.66
.00
<u>\$.15</u>
\$15034.81
<u>- 5099.27</u>
\$ 9935.54

FNCB SEWER FUND

Balance 1/03/22	\$243525.99
Interest Earned	+ 10.50
Revenue Dep 2/10/22	<u>+ 23238.83</u>
	\$266775.32
Bills approved 2/10/22	- 2271.00
Penn Vest Loan 2/1/22	<u>- 10317.06</u>
Balance as of 2/10/22	\$254187.26

LUZERNE BANK

\$10500.00
.00
<u>+.00</u>
\$10500.00
<u>-.00</u>
\$10500.00

DCNR ACCT - \$10.00 -10.00(Svc Fees) = .00

ADA ACCT - \$0.00 CLOSED

RECEIPTS: February 10th, 2022 MEETING

\$ <u>1521.48</u>	Berkheimer, EIT
\$ <u>993.53</u>	Commonwealth of PA, ACT 101 Sect 904 Recycling Grant
\$ <u>3038.00</u>	Luzerne County Recorder of Deeds, Transfer Taxes
\$ <u>1250.00</u>	Short Term Rental Fee, -(Medico)
\$ <u>100.00</u>	Zoning Permit, (Evanish & Rochon Construction)
\$ <u>23238.83</u>	Aqua PA, Sewer Fees Collected, October & November
\$ <u>950.00</u>	2021 Garbage Fees collected
\$ <u>5144.50</u>	Realty Taxes Collected-2021
\$ 36236.34	TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – February
\$ <u>350.00</u>	Atty. John Dean, January Retainer
\$ <u>175.00</u>	Elliott Greenleaf & Dean, Legal Svcs -Dec
\$ <u>79.93</u>	HA Berkheimer, Admin & Comm December & January
\$ <u>60.25</u>	PP&L Electric, December & January 2022 Streetlight
\$ <u>36.02</u>	Teresa Wojciechowski, Printer ink cartridge
\$ <u>421.01</u>	Barry Jacob, ZO Salary –January ZO Salary & Printer Inc
\$ <u>2271.00</u>	Aqua PA, Repairs, Invoice 1-2022 & 2-2022
\$ <u>5099.27</u>	Jarick Construction, Snow plowing/cindering Dec & Jan
\$ <u>42.07</u>	Richard Kiddish, Refund on Real Estate Taxes, per abatement
\$ <u>46453.02</u>	Streamline Engineering Inc, Dam
\$ <u>142.08</u>	Luzerne Bank, Interest on Loan
\$ <u>1800.00</u>	White Haven Borough, Yearly Fire Protection w/WH Fire Dept-
\$ <u>1716.66</u>	White Haven Borough, Police Protection, Jan & February
\$ <u>6539.40</u>	County Waste, Garbage collection January
\$ <u>400.00</u>	Encova Insurance, Workmans Comp Ins
\$ <u>58.00</u>	Postmaster, stamps
\$ 75960.77	TOTAL BILLS