

APRIL 13, 2023

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 Paul Rogan called the meeting to order at approximately 7:57 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:** Council President Paul Rogan, Council members Shaun Kuter, John Burden, Dave Longmore, and Dan Eustice were present. Mayor Tom Carter was absent.

**PUBLIC COMMENT:** None

**MINUTES:**

Minutes from the March 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 March Council Meeting Minutes was made by Kuter, 2<sup>nd</sup> by Eustice.

Roll Call: Kuter, Eustice, Longmore, Burden, and Rogan, 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 Longmore to accept the Treasurer's Report.

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

**RECEIPTS/BILLS:**

A **Motion** was made by Rogan, 2<sup>nd</sup> by Eustice to pay the bills of \$41,812.26 and to accept the receipts of \$179,171.44.

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

**PETITIONS OR COMPLAINTS:**

A complaint of a resident burning while the burn ban was in effect was addressed by Council member Burden.

**CORRESPONDENCE:**

The County of Luzerne wishes Penn Lake Park Borough to continue to participate in the programs through the Luzerne County Office of Community Development. The Office of Community Development offers programs that assist participating municipalities with street improvements, storm sewer projects, development of recreational activities, and compliance with ADA requirements.

**COMMITTEE REPORTS:**

**MAYOR – Carter – No Report.**

**POLICE – Carter** – No Report.

**SOLICITOR – Kristyn Giarrantano Jeckell** – The revised Zoning Ordinance will be ready April 18, 2023.

**ZONING** – Three permits were issued to 1313 Lakeview Dr. for a Demolition, a Zoning Permit, and a Building Permit.

**RECREATION– Kuter** – A Porta Potty will be delivered on May 1 for the ball park and beach area.

**LAKE MANAGEMENT - Eustice** – There is no bladder wort or lily pads as of yet. The survey for them was performed in July last year. Water testing will begin before Memorial Day and residents’ requests for water testing at their lake fronts will again be available for a fee.

**GOOSE ABATEMENT – Kuter** – Goose nests have been spotted and eggs have been oiled. Kuter asks residents to report additional nests.

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

**ROADS –Longmore** – Longmore is working with two engineering firms to evaluate and remediate road signage. Kuter reported that Penn DOT is placing 90 tons of blacktop to repair pot holes on the White Haven Road before an additional covering of oil and chips are applied.

**SEWERS – Rogan** – Nothing to Report.

**SHORT TERM RENTALS- Burden** – A check for a permit that was denied will be returned to the applicant.

#### **UNFINISHED BUSINESS:**

*Vote to Advertise Changes to Zoning Ordinance* – Will occur in May.

*Vote to Present Changed Ordinance to the PLPB Planning Commission* – A **Motion** was made by Rogan, 2<sup>nd</sup> by Kuter to present the changed zoning ordinance to the PLPB Planning Commission.

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

Motion Carried.

*Pickle Ball Court* – Will continue as Unfinished Business.

*Code Enforcement* – Will continue as Unfinished Business.

*ARPA Funds* – Borton Lawson will survey the area at 54 Williams Dr. to begin the storm water project in the area that was approved in the March Council Meeting.

*Speed Bumps/Humps* – Will continue as Unfinished Business.

*Dam* – February 2023

- 04/02/2023-The surveyor continues development of metes and bounds descriptions for proposed easements. It’s anticipated this work will be complete by the end of month.
- 04/06/2023-During the last month, the Dam Advisory Group requested some additional work from our dam engineer, Streamline. The work involved additional flow modeling to validate the easements needed for the increased flow capacity of the spillway. To support this work, Streamline presented the borough with a change request in the amount of \$7000. That Change request will be voted on at the 4/13/2023 council meeting.
- 4/10/2023- The borough grant writer, Jim Brozena, submitted the Quarterly Reports for Penn Lake Park for 1st and 2nd quarters of FY 2023 as required for the grants we have been awarded. However, there continues to be ambiguity surrounding the "period of performance" window, within which money spent by the borough would qualify for the borough 25% match. Mr. Brozena is meeting with PEMA on Thursday, 4/13 to try to resolve issues with the grant.

- 4/12/2023-Streamline has provided a proposal to Penn Lake for the next phase of the dam project. This phase includes detailed design, permit preparation and submission to the PADEP, bid document preparation. The proposal will be reviewed at the 4/13 council meeting. A couple members of the Dam Advisory Group are going to meet with Streamline engineering next week to go over the proposal.
- 04/13/2023-We are having difficulty finding an appraiser for appraisals of prospective easements. Our borough solicitor provided contact information for another appraiser. Preliminary discussion was held, and it appears that they may be able to do the work.

A **Motion** was made by Rogan, 2<sup>nd</sup> by Longmore to accept Streamline’s Change Order #5 for additional flow modeling to validate the easements needed for the increased flow capacity of the spillway for the amount of \$7,000.00.

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

Motion carried.

**NEW BUSINESS:**

**Quotes for Lily Pad and Bladderwort Vote** – Will carry over to the May Council Meeting.

**Motion to Acquire Goose Pyrotechnics** - A **Motion** was made by Rogan, 2<sup>nd</sup> by Burden to acquire pyrotechnics to control the geese population not to exceed \$600.00.

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

Motion Carried.

**Motion to Accept Riddle Lot Combination** – A **Motion** was made by Longmore, 2<sup>nd</sup> by Rogan to accept the Riddle lot combination.

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

Motion Carried.

**Motion to Allocate Funds and Write a Letter Memorializing the commitment to the White Haven Fire Department** – A **Motion** was made by Rogan, 2<sup>nd</sup> by Longmore to give a commitment letter to the White Haven Fire Department and to budget \$6,000.00 in 2024 and 2025 for additional funding for the Fire Department so it may keep its \$500,000.00 grant for a new fire engine and also to adjust the amount if needed.

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

Motion Carried.

**PUBLIC COMMENT:** None

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

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

Motion carried.

Meeting adjourned at 8:25 PM.

**The next Council Meeting will be held on May 11, at 7:00 PM.**

Respectfully submitted,

Karen Burden, Secretary