

Penn Lake Park Borough
Agenda-March 14th 2024 7:00pm Meeting
<https://global.gotomeeting.com/join/384401149> Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-

- Computer backup of secretary and treasurer
- STR-Current status
- ...

Call to Order

Pledge of Allegiance

Roll Call

Public Comment-Public comment on the current agenda items

Meeting Minutes Approval

Treasurers 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

- Code enforcement(Ongoing)
- ARPA Funds(Ongoing)
 1. Drainage 54 William Drive-project status-Complete
 2. Hollenback/Horseshoe
- Speed Bumps/Humps (Ongoing)
- Short term rental-next steps-Clean up? Who?
- Aqua Main Replacement-Status

New Business

- Vote to advertise for lawn care
- Obtain Quotes for Spraying-Do we even want to in view of potential draining?

Final Public Comment

Adjourn

FEBRUARY 8, 2024

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 Paul Rogan called the meeting to order at approximately 7:22 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 Tom Carter, Council President Paul Rogan, Council Members: Susan George, John Burden, Dan Eustice and Corey Beltz.

PUBLIC COMMENT: None

Council President Paul Rogan introduced newly elected Luzerne County Councilman Jimmy Sabatino. Councilman Sabatino spoke of issues facing Luzerne County and encouraged Penn Lake Park Council to reach out to him with any concerns.

MINUTES:

Minutes from the January Reorganization Meeting and the January Council Meeting were distributed to council members via email and posted on the Penn Lake Borough website. The copies will be recorded as the official minutes. A **Motion** to accept the January Council Meeting Minutes was made by George, 2nd by Beltz.

Roll Call: George, Beltz, Eustice, Burden, and Rogan, all in favor, none opposed.
Motion Carried.

TREASURERS REPORT:

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

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

RECEIPTS/BILLS:

A **Motion** was made by Rogan, 2nd by Burden to pay the bills of \$49,457.33 and to accept the receipts of \$25,814.54.

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

PETITIONS OR COMPLAINTS:

Pat Walters on Terrace Drive was concerned that trees on Borough property may cause damage to her shed and property. Council President Rogan responded to her concerns.

Mayor Carter received complaints regarding the beavers at the back end of the lake that are cutting down brush and blocking drainage pipes. Carter spoke to the Game Commission that suggested waiting until spring to address the issue.

CORRESPONDENCE:

Representative Michael Cabell invited Borough officials to an informal seminar on securing the financial stability of ambulance services in White Haven and the surrounding area. The forum will

be held on Thursday, March 21, at 6 PM in the Murphy Room of the White Haven Library. A representative from the Department of Community and Economic Development will attend to discuss what assistance may be available from the state.

Luzerne County passed information that Best Buy is accepting televisions and monitors for recycling. Best Buy brands will be accepted at no cost. Other televisions and monitors will be accepted for a \$29.99 fee, but residents will be issued a \$30.00 Best Buy Gift Card.

Luzerne County Recycling Department is offering incentives for the following programs:

- Up to a \$3000.00 reimbursement for advertising about recycling programs in the community
- 50% of vendor cost not to exceed \$1000.00 for tire recycling
- 50% of expenses up to \$10,000.00 for Residential Household Hazardous Waste
- 50% of expenses up to \$10,000.00 for electronics recycling
- 50% of expenses up to \$1,200.00 for a paper shredding recycling program

COMMITTEE REPORTS:

MAYOR – Carter – Nothing to Report

SOLICITOR – Kristyn Jeckell – Eminent Domain filing against the Baslers was assigned to Judge Gartley. No hearing date has been set. Rogan will update the list of delinquent sewer accounts. Attorney Jeckell will send notices to those residents with delinquent accounts.

ZONING – 1 permit was issued for a generator at 468 Hollenback.

RECREATION– George – Nothing to Report.

LAKE MANAGEMENT - Eustice – Nothing to Report.

GOOSE ABATEMENT – Eustice/Rogan– Rogan will supply pyrotechnics to Eustice. Beltz will contact Willie Werner from the Department of Agriculture to explore options to control the waterfowl population.

RTK/RECORDS –Burden – Nothing to Report.

ROADS –Eustice – Eustice will mark up potholes and areas for repair after the winter season.

SEWERS – Beltz – The balance of the Penn Vest loan is \$222,512.00 which will be satisfied in December of 2025. There is a balance of \$130,000.00 in the sewer account.

SHORT TERM RENTALS- Burden – 3 properties need 2024 permits. Secretary Burden will send reminders to the three property owners who had permits in 2023. Burden noted there are seven Short-Term Rental properties operating in the Borough with permits. Attorney Jeckell suggested adding verbiage concerning garbage in the Short-Term Rental Ordinance.

DAM – Rogan –

- 1/7/2024 Multiple meeting requests were made thru the month to DEP Director Dam Safety to discuss permit status and PLPB application for the HHPD grant, without response.
- 1/15/2024 Dan George and Rogan spoke with Brozeena to discuss the status of our 2 FEMA grants.
- 1/16 2024 Dan George and Rogan spoke with Streamline to discuss permit status as well as requesting them to provide support to Attorney Jeckell in the Basler easement appeal. Streamline has submitted a "change order" for the expected services needed.
- 1/18/2024 Several discussions with Attorney Jeckell throughout the month related to the Basler easement appeal.
- 1/25/2024 Jim Brozeena submitted more material to Harrisburg for already awarded FEMA FMA and BRIC grants in our ongoing effort to extract funds from those grants.

- 1/28/2024 State senator David Argall was contacted by email to see if he could encourage a response from the DEP. The response was immediate. A meeting was scheduled with Argall for Tuesday the 30th, and Rogan received a call from the Director of dam safety, Kirk Kreider the next day. Some topics:
 - DEP has scheduled a legal review of our application for 2/21/24.
 - He feels that the timeline we are discussing, with construction starting in autumn 2024 may be overly optimistic. He said spring 2025 would be more likely. Rogan emphasized that we will continue to work toward a 2024 start date and urged Mr. Kreider to consider this as they review our dam permit application. Mr. Kreider explained that the dam safety division of DEP is very shorthanded, and that normally a permit takes a year to review.
 - Kreider will contact us after the legal review.
- 1/30/2024 Dan and Paul meeting with Argall. Argall has been a good advocate for us with DEP. He suggested we continue to work with his office on permit/DEP matters. Argall also noted that he would engage with state congressman Mike Cabell on our behalf.
- 2/4/2024 Rogan obtained 30 signatures to support Argall’s name on the ballot for re-election, delivered to his chief of staff at a chili bake-off at the Indian Lake tavern.
- 2/7/2024 An email from PEMA was received containing a grant agreement for a \$307,500 FEMA BRIC (Building Resilient Infrastructure and Communities) grant applied for in 2021. Special thanks to Jim Brozeena for his behind-the-scenes work to free this money up. There are still hurdles between PLPB and the money, but this is a necessary 1st step. Brozeena continues to work with PEMA in an effort to receive the funds we were awarded from the grant agreement:

The Subrecipient shall contribute \$102,500.00 as the 25 percent match. The funding for this grant is as follows:

Federal Share \$ 307,500.00
 Subrecipient Share \$ 102,500.00
 TOTAL \$ 410,000.00

Note that the Borough also has a FEMA FMA grant from 2020 for which we are still trying to obtain funds.

UNFINISHED BUSINESS:

Code Enforcement – Will continue as Unfinished Business.

ARPA Funds – The Stormwater project at 54 Williams Dr. has been completed. The drainage project at Horseshoe and Hollenback Dr. will begin in the spring of 2024.

Speed Bumps/Humps – Will continue as Unfinished Business.

Short-Term Rental Trash – According to the Nuisance Ordinance, the Borough can authorize a clean up and include a 10% charge plus the fee for the cleanup. Councilman Beltz suggested the homeowner can arrange the clean up and pass the bill to the Borough for payment. Attorney Jeckell will research the process.

Short-Term Rental-Next Steps – Addressed in Committee Reports.

NEW BUSINESS:

Motion to Endorse FEMA BRIC Grant Agreement – A **Motion** was made by Rogan, 2nd by George to endorse the FEMA BRIC Grant of \$307,500.00 for review and digital signature.

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

Motion Carried.

Motion to Ratify Decision by Poll to pay Workmen’s Compensation Insurance Premium –

A **Motion** was made by Rogan, 2nd by Eustice to ratify the decision by poll to pay the Workmen’s Compensation Insurance Premium of \$630.00.

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

Motion Carried.

Motion to ratify the Decision by Poll to Adopt Streamline Change Order #1- A **Motion** was made by Rogan, 2nd by Beltz to ratify the decision by poll to adopt Streamline Change Order #1, the substance of which is to support Attorneys Dean/Jeckell, concerning the Basler easement.

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

Motion Carried.

AQUA Main Replacement – AQUA wants to begin work on both Horseshoe Dr and Williams Dr as soon as possible.

LSA Grant 2020 – The award was \$86,000.00 for drainage improvement from Hollenback to Horseshoe. An extension of the deadline to June 30, 2024, is necessary for completion of the project.

A **Motion** was made by Rogan, 2nd by Burden to adopt the Borton Lawson design for \$9,700.00.

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

Motion Carried.

A **Motion** was made by Rogan, 2nd by George to request an extension regarding the 2020 LSA Grant.

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

Motion Carried.

FINAL PUBLIC COMMENT – Luzerne County Councilman Jimmy Sabatino inquired as to the cost of the Dam repair and funding status.

A **Motion** was made by Beltz, 2nd by Burden to adjourn.

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

Motion Carried.

Meeting adjourned at 8:06 PM.

The March Council Meeting will be held on Thursday, March 14, at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary

TREASURERS REPORT March 14th , 2024

PNC GENERAL FUND

Balance as of 02/08/24	\$18630.17
Revenue Deposits 3/14/24 mtg	<u>+27244.89</u>
	45875.06
Transfer to Dam Acct	- 18861.56
Bills to be Paid 3/14/24	<u>- 2820.16</u>
Balance as of 3/14/24	\$24193.34
	-(2168.70 - PICKLEBALL GO FUND ME)
	<u>- 13468.26 (AARPA Funds)</u>
	\$ 8556.38

PLGIT GENERAL FUND

Balance as of 02/08/24	\$162866.14
Deposits	+ 10263.36
Check #765 voided	+ 2100.00
Interest earned (FEB)	<u>+ 725.14</u>
	\$175954.64
Bills to be Paid 3/14/24	<u>- .00</u>
Balance as of 3/14/24	\$175954.64

DAM ALLOCATION FUND

	\$3126130.73
	+ 18861.56
	<u>+ 12701.70</u>
	\$3157693.99
	<u>- 24186.73</u>
	\$3133507.26

PLGIT GARBAGE

Balance 02/08/24	\$ 2280.15
Deposits from 3/14/24 mtg	\$ 8575.00
Interest earned (FEB)	<u>\$ 9.26</u>
	\$ 10864.41
Bills to be Pd 3/14/24	<u>- 7073.64</u>
Balance as of 3/14/24	\$ 3790.77

LIQUID FUELS

	\$28789.60
	\$21387.68
	<u>\$ 131.36</u>
	\$50308.64
	<u>- 4264.00</u>
	\$46044.64

FNCB SEWER FUND

Balance 02/08/24	\$129925.97
Interest Earned	+ 107.11
Revenue Dep 3/14/24	<u>+ 12061.67</u>
	\$142094.75
Bills to be Pd 3/14/24	- 3673.73
Penn Vest Loan 3/1/24	<u>- 10317.06</u>
Balance as of 3/14/24	\$128103.96

LUZERNE BANK

	\$1007.02
	.00
	<u>+ .00</u>
	\$1007.02
	.00
	<u>- .00</u>
	\$1007.02

March 14th 2024 MEETING

RECEIPTS:

\$ <u>10263.36</u>	HA Berkheimer, EIT (February)
\$ <u>150.00</u>	Zoning Permit, (Kuter & Wegrzynowicz)
\$ <u>12061.67</u>	Aqua PA, Sewer Monthly Fees Collected –November
\$ <u>21387.68</u>	Commonwealth of PA, Liquid Fuels Allocation
\$ <u>8575.00</u>	Garbage fees collected (2024)
\$ <u>20657.89</u>	Realty Taxes Collected
\$ <u>3750.00</u>	Short Term Rental Fee 2024 (Rinker, Carter & Stoner)
\$ <u>339.00</u>	Christine Stoner, Legal Fees (Docket MJ11306)
\$ <u>2348.00</u>	Breezeline, Annual Franchise Fee (Cable)

\$79532.60

TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – March
\$ <u>350.00</u>	Atty. John Dean, February Retainer
\$ <u>449.43</u>	Elliott Greenleaf & Dean, Borough Matters, Dec & Jan (Inv#4603 &4737)
\$ <u>1907.50</u>	Elliott Greenleaf & Dean, Dam (inv #4683)
\$ <u>380.74</u>	Barry Jacob, ZO Salary –February & Stamps & Mileage
\$ <u>16237.36</u>	Luzerne Bank, Loan Payment
\$ <u>7073.64</u>	Casella, March Garbage
\$ <u>65.67</u>	PPL Electric Utilities, January & February Streetlights
\$ <u>201.13</u>	HA Berkheimer, Admin & Comm January & February
\$ <u>1668.00</u>	Kislan’s Trucking, Snow plowing/cindering 2/13/24
\$ <u>2596.00</u>	Kislan’s Trucking, Snow plow/cindering 2/15 & 17/24
\$ <u>5721.00</u>	Streamline Engineering Inc, Inv #935 & 936
\$ <u>49.70</u>	Karen Burden, Toner
\$ <u>1030.00</u>	Reading & Northern Real Estate, Sewer Pipe Easement
\$ <u>1643.73</u>	Aqua PA, Repairs, Inv #1-2024 (Fisher, Lafia & Environmental Svcs)
\$ <u>1000.00</u>	Aqua PA, Repairs, Inv #2-2024 (Stoffa & Raudenbush)
\$ <u>295.00</u>	Northeast PA Alliance, 2024 Dues
\$ <u>505.00</u>	Verdantas, 2024 LSA Grant Project
\$ <u>13.33</u>	PNC Bank Card, Go To Mtg & OOMA
\$ <u>510.16</u>	Donald Beckerman, Auditor Salary, 2023 Audit & postage
\$ <u>320.87</u>	Borton Lawson Engineering, Dam Inspection

\$52335.32

TOTAL BILLS