

Penn Lake Park Borough
Agenda-March 13, 2025 7:00pm Meeting

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

Work Session-

- Sewer increase from Aqua - See costs breakdown
- ARPA - Reporting Requirements
- other work session items?

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

New Business

- Tax Collector/Deputy Tax Collector appointment
- Ordinance to increase Zoning fee
- Advertise for lawn maintenance
- Advertise for road repair
- Obtain quotes to spray Lilly pads
- Discussion around increasing the sewer fee due to Aqua increasing their maintenance fee

Unfinished Business

- Stop Sign and Street Sign repair at Penn Lake Carter Drive entrance

Final Public Comment

Adjourn

FEBRUARY 13, 2025

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 Corey Beltz 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 being recorded.

ROLL CALL: Mayor Tom Carter, Council President Corey Beltz, Vice President Sue George, Council Members: John Burden, Lisa Stuart, and Dan Eustice were present.

PUBLIC COMMENT: None

MINUTES:

Minutes from the January 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 January Council Meeting Minutes was made by Beltz, 2nd by Burden.

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

Motion Carried.

TREASURERS REPORT:

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

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

Motion carried.

RECEIPTS/BILLS:

A **Motion** was made by Eustice, 2nd by Stuart to pay the bills of \$58,090.90 and to accept the receipts of \$46,949.17.

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

Motion carried.

PETITIONS OR COMPLAINTS: None

CORRESPONDENCE:

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

- Up to \$5,000.00 reimbursement for educational advertisements concerning recycling and stressing that recycled items must be rinsed and cleaned out before placing them in the recycling containers.
- Up to 50% of the cost up to \$1,200.00 reimbursement for a residential paper shredding event.
- Up to 50% of the cost up to \$10,000.00 for an electronics recycling event.

COMMITTEE REPORTS:

MAYOR – Carter – Nothing to Report.

SOLICITOR – Dan Mulhern – Stated the flow easement for the Phillips property was given to Council President Beltz to be signed, notarized, and filed. Mulhern continues to work with Jim Brozeena and Dam Advisory Group on dam related matters. Attorney Mulhern will investigate issues concerning the appointment of the tax collector position.

ZONING – No Permits were issued. The Zoning Hearing Board met on January 13, 2025, and granted a request from Dave and Karen DiPipi for a dimensional variance, and approval for construction of an accessory structure as a principal use.

RECREATION – George – Nothing to Report.

LAKE MANAGEMENT - Eustice – Reached out to the Fish and Boat Commission and the Luzerne County Conservation District concerning fish restocking and plant management.

GOOSE ABATEMENT – Eustice – Nothing to Report.

RTK/RECORDS –Burden – Nothing to Report.

ROADS –Eustice – Researching traffic calming procedures and strategies.

SEWERS – Beltz – Informed Council that 9 grinder pumps are available for use. Beltz reported a few service calls were taken care of, and additional insulation is needed in some tanks.

SHORT TERM RENTALS- Burden – Currently the Borough has issued six permits.

DAM - Stuart – 2-13-2025 Meeting- Dam Report

- A Public meeting will be planned when the weather allows.
- The projected cost for dam repair is estimated at 5.8 million dollars.
- There is \$1.7 M in expected FEMA Grant money in the plan. If the FEMA money is removed the Boro will have to find alternate sources of funding. We have conflicting reports on FEMA funding, and the Dam Committee is following events closely.
- Stuart stressed that continued community support is necessary.
- The Borough has received several grants for dam repair although 1 award/grant is in jeopardy due to DOGE cuts.

NEW BUSINESS: NPDES Permit Fees -

A **Motion** was made by Beltz, 2nd by George to set the following not to exceed amounts for the permits related to the dam repair: \$2,500.00 to the Luzerne County Clean Water Fund, and \$800.00 to the Commonwealth of PA Clean Water Fund both of which are permits to disturb land behind the tennis court for fill for the dam project. Also included, a not to exceed the amount of \$1,500.00 to the Luzerne County Conservation District for Municipal Notification.

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

Motion Carried.

Porta Potty – A **Motion** was made by George, 2nd by Stuart to have Biros supply a Porta Potty at the Beach for \$150.00 a month from May through October.

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

Motion Carried.

Stop Sign Repair – Kislán was able to prop up the stop sign at Carter Dr., but the Borough will seek a quote on a permanent repair.

FINAL PUBLIC COMMENT: None

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

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

Motion Carried.

Meeting adjourned at 8:03 PM.

The next Council Meeting will be held on Thursday, March 13, 2025, at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary

March 13th, 2025 Meeting

RECEIPTS:

\$ <u>11165.03</u>	HA Berkheimer, EIT -February
\$ <u>12259.89</u>	PA Aqua, Sewer Fees Collected, December
\$ <u>375.92</u>	Elite Revenue, Delinquent Taxes Collected
\$ <u>1155.00</u>	Garbage Fees Collected
\$ <u>1250.00</u>	Short Term Rental Fee, (Carter)
\$ <u>1421.00</u>	Luzerne County, Transfer Realty Taxes
\$ <u>2034.00</u>	Breezline, Franchise Fee

\$29,660.84

TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – March
\$ <u>350.00</u>	Atty. John Dean, February Retainer
\$ <u>770.00</u>	Elliott Greenleaf & Dean, Dam Matters –Jan 2025 (Inv #6806)
\$ <u>437.50</u>	Elliott Greenleaf & Dean, Boro Matters- Jan 2025 (Inv #6805)
\$ <u>2800.00</u>	Michael S Kopec, Surveyor RE Dam Project
\$ <u>511.26</u>	Donald Beckerman, 2024 Audit & Postage
\$ <u>350.00</u>	Barry Jacob, ZO Salary –Feb
\$ <u>8078.33</u>	Prestige Disposal, February Trash Removal
\$ <u>11586.00</u>	Kislans Trucking, snow plowing Jan 31, 25 & Feb Invoice #4839; 4853
\$ <u>1060.90</u>	Reading & Northern Real Estate Co, Sewer Easement
\$ <u>13.73</u>	PNC Bank, Go To Mtg, OOMA,
\$ <u>30.89</u>	PPL Electric Utilities, February Streetlights
\$ <u>200.00</u>	Commonwealth of PA Clean Water Fund, Dam Project (Replaces Chk #1028}
\$ <u>50.00</u>	Luzerne Conservation District Dam Project (Add'l amount due)
\$ <u>435.00</u>	Streamline Engineering Inc, Grant Assistance Inv #1003
\$ <u>12241.97</u>	Streamline Engineering Inc, Permitting RE: Dam Project
\$ <u>34560.00</u>	Ian Phillips, RE: Easement for Dam Project
\$ <u>16237.36</u>	Luzerne Bank , Loan Payment
\$ <u>2095.76</u>	Aqua PA, Repairs (Beckerman, Lukens, Olszewski) Inv #2-2025
\$ <u>17.29</u>	Teresa Wojciechowski, Office Supplies (copy paper, envelopes)
\$ <u>49.72</u>	H. A. Berkheimer, Admin & Comm, January
\$ <u>73.00</u>	Postmaster, Roll of stamps

\$102,265.77

TOTAL BILLS

TREASURERS REPORT March 13^h, 2025

PNC GENERAL FUND

Balance as of 02/13/25	\$ 8,487.05
Revenue Deposits 3/13/25 mtg	<u>+ 5,080.92</u>
	13,567.97
Transfer to Dam Acct	- .00
Bills to be Paid 3/13/25	<u>- 1,833.39</u>
Balance as of 3/13/25	\$11,734.58
	-(2,168.70 - PICKLEBALL GO FUND ME)
	- <u>1,029.99 (ARPA Funds 5529.99 - \$4500)</u>
	\$ 8,535.89 (General Funds)

PLGIT GENERAL FUND

Balance as of 2/13/25	\$212,614.38
Deposits	+ 11,165.03
Interest earned-Feb	<u>+ 711.06</u>
	\$224,490.47
Bills to be Paid 3/13/25	<u>- .00</u>
Balance as of 3/13/25	\$224,490.47

DAM ALLOCATION FUND

	\$3,210,151.78
	+ 800.00
	<u>+ 10,346.13</u>
	\$3,221,297.91
	<u>- 67,294.33</u>
	\$3,154,003.58

PLGIT GARBAGE

Balance 2/13/25	\$ 8,172.83
Deposits from 3/13/25 mtg	\$ 1,155.00
Interest earned (Feb)	<u>\$ 45.05</u>
	\$ 9,372.88
Bills to be Pd 3/13/25	<u>- 8,078.33</u>
Balance as of 3/13/25	\$ 1,294.55

LIQUID FUELS

	\$16,845.53
	\$.00
	<u>\$ 63.32</u>
	\$16,908.85
	<u>- 11,586.00</u>
	\$ 5,322.85

PSBT SEWER FUND

Balance 2/13/25	\$169,796.16
Interest Earned	+ 69.43
Revenue Dep 3/13/25	<u>+ 12259.89</u>
	\$182,125.48
Bills to be Pd 3/13/25	3,156.66
Service Fee	2.00
Penn Vest Loan 3/1/25	<u>- 10,317.06</u>
Balance as of 3/13/25	\$168,649.76

LUZERNE BANK

	\$997.02
	.00
	<u>+ .00</u>
	\$997.02
	<u>- .00</u>
	\$997.02

LUZERNE BK (FEMA)

	\$88,122.37
	+ .00
	<u>+ .00</u>
	\$88,122.37