

Penn Lake Park Borough
Agenda-April 10, 2025 7:00pm Meeting
<https://global.gotomeeting.com/join/384401149> Ph.(312) 757-3117 Access Code: 384-401-149

Work Session-

- Review Zoning Fee Schedule

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

- Motion to adopt Ordinance #1 of 2025 to increase the Borough's monthly sewer charge to \$96.05
- Motion to adopt Ordinance #2 of 2025 to increase the Borough's Application to Zoning Hearing Board to \$1,000
- Motion to adopt Resolution #1 of 2025 appointing Corey Beltz as the Borough's liaison to Berkheimer

Unfinished Business

- Stop Sign and Street Sign repair at Penn Lake Carter Drive entrance
- Lawn maintenance
- Road repair
- Obtain quotes to spray Lilly pads

Final Public Comment

Adjourn

April 10th, 2025 Meeting

RECEIPTS:

\$ <u>1195.79</u>	HA Berkheimer, EIT -March
\$ <u>12832.14</u>	PA Aqua, Sewer Fees Collected, January
\$ <u>701.44</u>	Elite Revenue, Delinquent Taxes Collected
\$ <u>20405.00</u>	Garbage Fees Collected
\$ <u>1250.00</u>	Short Term Rental Fee, (Perone)
\$ <u>3758.30</u>	Luzerne County, Transfer Realty Taxes
\$ <u>21412.73</u>	Liquid Fuels Tax Fund Payment
\$ <u>50105.54</u>	Real Estate Taxes Collected

\$111,660.94

TOTAL RECEIPTS

BILLS:

\$ <u>10317.06</u>	Penn Vest Loan Monthly Payment – April
\$ <u>350.00</u>	Atty. John Dean, March Retainer
\$ <u>1557.50</u>	Elliott Greenleaf & Dean, Dam Matters –Feb 2025 (Inv #7000)
\$ <u>402.50</u>	Elliott Greenleaf & Dean, Boro Matters- Feb 2025 (Inv #6998)
\$ <u>148.40</u>	H. A Berkheimer, Inc., Admin & Comm -February
\$ <u>200.00</u>	Debbie Scott, Reimbursement for Tax Collector Class
\$ <u>350.00</u>	Barry Jacob, ZO Salary –March
\$ <u>8078.33</u>	Prestige Disposal, March Trash Removal
\$ <u>6.00</u>	SWIF, Add'l amt due per State Workers Insurance Audit
\$ <u>140.91</u>	PNC Bank, Go To Mtg, OOMA, Toner for Treasurers Copier
\$ <u>16237.36</u>	Luzerne Bank , Loan Payment

\$37,788.06

TOTAL BILLS

TREASURERS REPORT April 10^h, 2025

PNC GENERAL FUND

Balance as of 03/13/25	\$11,734.58
Revenue Deposits 4/10/25 mtg	<u>+ 55,815.28</u>
	67,549.86
Transfer to Dam Acct	- 45,748.56
Bills to be Paid 4/10/25	<u>- 1,597.81</u>
Balance as of 4/10/25	\$20,203.49
	-(2,168.70 - PICKLEBALL GO FUND ME)
	- <u>1,029.99 (ARPA Funds 5529.99 - \$4500)</u>
	\$17,004.80 (General Funds)

PLGIT GENERAL FUND

Balance as of 3/13/25	\$224,490.47
Deposits	+ 1,195.79
Interest earned-March	+ 805.58
	<u>\$226,491.84</u>
Bills to be Paid 4/10/25	<u>- .00</u>
Balance as of 4/10/25	\$226,491.84

DAM ALLOCATION FUND

	\$3,154,003.58
	+ 45,748.56
	+ <u>11,311.97</u>
	\$3,211,064.11
	<u>- 17,794.86</u>
	\$3,193,269.25

PLGIT GARBAGE

Balance 3/13/25	\$ 1,294.55
Deposits from 4/10/25 mtg	\$20,405.00
Interest earned (March)	<u>\$ 24.94</u>
	\$21,724.49
Bills to be Pd 4/10/25	<u>- 8,078.33</u>
Balance as of 4/10/25	\$13,646.16

LIQUID FUELS

	\$ 5,322.85
	\$21,412.73
	<u>\$ 106.74</u>
	\$26,842.32
	<u>- .00</u>
	\$26,842.32

PSBT SEWER FUND

Balance 3/13/25	\$168,649.76
Interest Earned	+ 62.25
Revenue Dep 4/10/25	<u>+ 12,832.14</u>
	\$181,544.15
Bills to be Pd 4/10/25	.00
Service Fee	2.00
Penn Vest Loan 4/1/25	<u>- 10,317.06</u>
Balance as of 4/10/25	\$171,225.09

LUZERNE BANK

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

LUZERNE BK (FEMA)

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

MARCH 13, 2025

PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough March Council meeting was held at the Penn Lake Park Community House. Council President Corey Beltz called the meeting to order at approximately 7:18 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, Council Members: Sue George, John Burden, Dan Eustice, and Lisa Stuart were present.

PUBLIC COMMENT: None

MINUTES:

Minutes from the February 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 February Council Meeting Minutes was made by George, 2nd by Burden. Roll Call: George, Burden, Eustice, Stuart, and Beltz, 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 \$102,265.77 and to accept the receipts of \$29,660.84. Roll Call: Eustice, Stuart, George, Burden, and Beltz, all in favor, none opposed. Motion carried.

PETITIONS OR COMPLAINTS: None

CORRESPONDENCE:

Alex Flynn, a district legislation aide for State Representative Jamie Walsh, hopes to attend or have a member of Walsh's team attend tonight's meeting or an upcoming meeting to keep an open line of communication between Penn Lake Park Borough and our state representative.

AQUA PA notified the Borough of an upcoming rate increase for Borough residents, from the monthly \$29.00 treatment charge to \$46.05, an increase of \$17.05 per month.

The Penn Lake Association notified the Borough that it has contracted T Mobile as its new internet provider for a more reliable service. The Borough appreciates the Association's efforts to improve internet service.

COMMITTEE REPORTS:

MAYOR – Carter – Nothing to Report.

SOLICITOR – Dan Mulhern – Reported the Basler Board of View was March 12, and a report should be back shortly. The Phillips easement has been settled and ready to be officially recorded. Mulhern will address the ARPA fund reporting.

ZONING – 2 permits for projects are under review.

RECREATION– George – Randy Pilecki notified Council that the parking stops at the ballfield need repair. A playground safety checklist has to be completed.

LAKE MANAGEMENT - Eustice – Nothing to Report.

GOOSE ABATEMENT – Eustice – Noted that some geese have returned to the lake and added the Borough can supply pyrotechnics to residents to move the geese along.

RTK/RECORDS –Burden – Nothing to Report.

ROADS –Eustice – Mark ups for potholes and paving have been completed. A bid form for repairs has been prepared and will be advertised in the Journal and emailed to contractors from 2024. The deadline for responses will be May 6, 2025. AQUA will continue its water-main replacement project for Horseshoe and Darby Drives. Eustice will attend a Zoom meeting on Monday, March 17th concerning the project. The earliest starting date for the project will be March 31, 2025.

SEWER- Beltz – Will be addressed under New Business.

SHORT TERM RENTALS- Burden – Eight permits have been accepted and issued.

DAM – Stuart – 3-13-2025 Meeting- Dam Report

- Stuart, Dan George, and Paul Rogan met to discuss permit status
- A meeting has been planned with State Representative Jamie Walsh on April 14th to familiarize Walsh with the dam project and the community's commitment to the project.
- There is less concern with PEMA grant funding in jeopardy as funds are being released.
- A PEMA BRIC Grant has been submitted to PEMA.

NEW BUSINESS:

Tax Collector/Deputy Tax Collector – Borough Tax Collector Beverly Yenchka will resign later this year. A **Motion** was made by Beltz, 2nd by George to appoint Debora Scott as Deputy Tax Collector.

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

Motion Carried.

Ordinance to Increase Zoning Fee – Will continue as new business.

Advertise for Lawn Maintenance – A **Motion** was made by Beltz, 2nd by Burden to advertise for lawn maintenance for 2025.

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

Motion Carried.

Advertise for Road Repair – A **Motion** was made by Eustice, 2nd by Stuart, to advertise for road repair for 2025.

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

Motion Carried.

Obtain Quotes for Lilly Pad Spraying- Will be addressed at a future meeting.

Increased Sewer Fee – Was mentioned in correspondence. The increase would result in a shortfall of \$4,381.85 per month for the Borough. The Council will draft an ordinance to increase the sewer fee by \$17.05 per month and advertise the amended ordinance. Beltz noted the increase will be rolled back when the Penn Vest loan is satisfied in December 2025.

UNFINISHED BUSINESS:

Stop Sign and Street Sign Repair at Carter Dr. Entrance – A **Motion** was made by Beltz, 2nd by Burden to contract Kislin Trucking to replace the Stop Sign and make repairs to the street sign for \$318.00

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

Motion Carried.

FINAL PUBLIC COMMENT: None

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

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

Motion Carried.

Meeting adjourned at 7:49 PM.

The next Council Meeting will be held on Thursday, April 10, at 7:00 PM.

Respectfully submitted,

Karen Burden, Secretary