Penn Lake Park Borough

Agenda-8/13/2026 7:00pm Meeting

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

Work Session-

-

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

Unfinished Business

- Breezeline Agreement

New Business

- Approve invoices for Streamline Engineering (Dam Project) - Invoice # 1081 ($1,000) and Invoice # 1082 ($550)
- Motion to pay $100 application fee for (2) LSA grants (Luzerne County and State) for Dam
- Adopt Resolution #4 - Authorized signatures for LSA grants
- Ratify decision to remove beavers - T&M NTE $1,400.00
- Motion to approve Snow plowing bid - 3 year contract
- Motion to Approve purchasing (6) Grinder pumps for stock - Site Specific Design - $18,068.40
- Motion to approve Sewer flushing (From the Community Building to Hollenback Road (1700 area to 1300 area)- Environmental Services Corp - $3,420
- Motion to approve Valve replacement on sewer location Acorn Drive and Hollenback - new valve costs $4,906, plus labor T&M NTE $7,500.00

Final Public Comment

Adjourn

JULY 9, 2026
PENN LAKE PARK BOROUGH COUNCIL MEETING

The Penn Lake Park Borough July Council meeting was held at the Penn Lake Park Community House. Council President Corey Beltz called the meeting to order at approximately 7:08 PM with the Pledge of Allegiance to the Flag followed by a statement that the meeting is being recorded.

ROLL CALL: Council President Corey Beltz, Vice President Susan George, Council Members: Dave Bartlett, Lisa Stuart, and Dan Eustice were present. Mayor Tom Carter was absent.

PUBLIC COMMENT ON CURRENT AGENDA: None

MINUTES:
Minutes from the June 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 June Council Minutes was made by Stuart, 2nd by George.
Roll Call: Stuart, George, Eustice, Bartlett, 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 Eustice, to accept the Treasurer's Report.
Roll Call: Beltz, Eustice, Bartlett, George, and Stuart, all in favor, none opposed.
Motion carried.

RECEIPTS/BILLS:
A **Motion** was made by Beltz, 2nd by George, to pay the bills of $36,820.17 and to accept the receipts of $49,996.30.
Roll Call: Beltz, George, Eustice, Stuart, and Bartlett, all in favor, none opposed.
Motion carried.

PETITIONS OR COMPLAINTS: None
CORRESPONDENCE: None
COMMITTEE REPORTS:
MAYOR – Carter – No Report.
SOLICITOR – Jack Dean – Continues work on the data center ordinance and reviewing the Operations and Maintenance Plan for the Dam.
ZONING – 1 permit was issued for a deck at 1335 Lakeview Dr. and a zoning and new construction permit was issued for 478 Marilyn Dr.
RECREATION– George – Nothing to Report.
LAKE MANAGEMENT - Eustice – Seven water tests have been performed all with single digit numbers. The test results are posted on the Borough's website.
GOOSE ABATEMENT – Eustice – Nothing to Report.
RTK/RECORDS –Bartlett – Nothing to Report.
ROADS – **Eustice –** Crack sealing continues and Eustice and Stuart are searching for funding to replace road signs in the Borough. Eustice reported shoulder areas on Hollenback Rd. need repair.

SEWER – Beltz – Reported two control panels and two grinder pump failures. Also, a pressure valve failure on Hollenback Rd. and Acorn Dr. was temporarily repaired until a replacement can be made.
SHORT TERM RENTALS- Bartlett– Nothing to Report
DAM – Stuart – Dan George and Stuart had a positive meeting with Senator Argall and his Chief of Staff. Argall assured George and Stuart that current grants are not in jeopardy with the "Period of Performance." Argall said the Borough may apply for some county grants but not state grants. Stuart suggested residents may contact Argall with concerns associated with the dam, but at this time, "Thank You" messages for his support would be more appropriate. Argall will attend the next public meeting concerning the dam.

UNFINISHED BUSINESS:

Breezeline Agreement – Will continue as Unfinished Business.
Snow Plowing (3 Year Contract) – Has been advertised, bids are due July 31, 2026 and a contract will be awarded at the August Council Meeting.

NEW BUSINESS:
Review Dam O&M Document – Will continue as Unfinished Business.
Storm Debris Clean Up – A Declaration of Disaster Emergency was declared on July 3, 2026, and will continue for an additional fifteen days. Kislan Trucking has performed clean-up work and will continue as necessary.
Shoulder Repair on Hollenback Rd. – A **Motion** was made by Eustice, 2nd by Stuart to accept Kislan Trucking's bid of $6,628.44 to repair shoulder areas on Hollenback Rd.
Roll Call: Eustice, Stuart, Bartlett, George, and Beltz, all in favor, none opposed.
Motion Carried.
Adopt Resolution 3 of 2026 – A **Motion** was made by Beltz, 2nd by George to adopt Resolution 3 of 2026, extending the Declaration of Disaster Emergency an additional fifteen days, expiring on July 25, 2026.
Roll Call: Beltz, George, Stuart, Bartlett, and Eustice, all in favor, none opposed.
Motion Carried.

FINAL PUBLIC COMMENT: Dr. Andrews voiced concerns over the placement of a shed on an adjacent property. Attorney Dean stated that the shed will be replaced by one in compliance with the zoning ordinance. Christopher Janke had questions concerning property lines and easement areas. Trish Bartlett informed the Borough residents that reimbursement receipts for up to 3 gallons of water and 3 10-pound bags of ice purchased by residents during the 3-day July power outage can be mailed to PPL Electric Utilities, Attention: Ice and Water, 827 Hausman RD, Allentown, PA 18104.

A **Motion** to adjourn was made by Beltz, 2nd by George.
Roll Call: Beltz, George, Eustice, Stuart, and Bartlett, all in favor, none opposed.
Motion Carried.
Meeting adjourned at 7:35 PM.
The Next Council Meeting will be held on August 13, 2026, at 7:00 PM.
Respectfully submitted,

Karen Burden, Secretary

August 13th, 2026 Meeting

RECEIPTS:

$ 3235.94	HA Berkheimer, EIT - July
$ 300.00	Building Permits
$ 400.00	Zoning Permits
$ 800.00	Garbage Fees collected, 2026
$ 2031.04	Elite Revenue, Delinquent Taxes Collected
$ 37078.00	Aqua PA, Sewer Monthly Fees, (March & April & May)
$ 1250.00	Short Term Rental (John Rogan)

$45,094.98 TOTAL RECEIPTS

BILLS:

$ 350.00	Atty. John Dean, July Retainer
$ 437.50	Elliott Greenleaf & Dean, Boro L Matters – (Inv #13666, June)
$ 8384.00	Prestige Disposal, August Trash Removal
$ 405.86	Barry Jacob, ZO Salary –July & Mileage ($40.26 -68 mi) & Postage ($15.60)
$ 13.90	PNC Bank, Go To Mtg, OOMA
$ 16237.36	Northwest Bank (formerly Luzerne Bank) , Loan Payment
$ 369.00	Kirby Memorial Health Center, 9 water tests (Inv# 63712 & 63886)
$ 155.00	Biros Utilities Inc, Portable Potty Rental (7/08/2026 to 08/07/2026)
$ 525.30	Kislans Trucking, Lawn Care Inv #5153
$ 500.00	Commonwealth of PA, NPDES Permit
$ 350.00	Aqua PA, Repairs (Hoover) Inv #6-2026
$ 22.85	H. A. Berkheimer, Admin & Comm, - June
$ 68.50	CANWIN , Snow Plowing Bid, Inv #14869
$ 375.00	DGK Insurance, Treasurers Bond
$ 72.75	PPL Electric Ujtilities, June & July Streetlights
$ 550.00	Streamline Engineering Inc, Inv #1082-Re: Permitting -DEP's comment on Dam Permit
$ 1000.00	Streamline Engineering Inc, Inv #1081-Basler Easement

$29,817..02 TOTAL BILLS

TREASURERS REPORT AUGUST 13TH, 2026

PNC GENERAL FUND	
Balance as of 7/09/26	$14,944.72
Revenue Deposits 8/13/26 mtg	+ 3,981.04
	18,925.76
Bills to be Paid 8/13/26	- 2,795.66
Balance as of 8/13/26	**$16,130.10**
	-(1,668.75 - PICKLEBALL GO FUND ME
	$14,461.35 (General Funds)

PLGIT GENERAL FUND		**DAM ALLOCATION FUND**
Balance as of 7/09/26	$294,947.74	$3,376,113.87
Deposits	+ 3,235.94	+ .00
Interest earned- JULY	+ 875.62	+ 9,962.43
	$299,059.30	$3,386,076.30
Transfer to Dam Acct	- .00	.00
Bills to be Paid 8/13/26	- .00	- 18,287.36
Balance as of 8/13/26	**$299,059.30**	**$3,367,788.94**

PLGIT GARBAGE		**LIQUID FUELS**
Balance 7/09/26	$73,538.53	$18,818.68
Deposits from 08/13/26 mtg	$ 800.00	$ .00
Interest earned (JULY)	$ 219.63	$ 57.42
	$74,558.16	$18,876.10
Bills to be Pd 8/13/26	- 8,384.00	- .00
Balance as of 8/13/26	**$66,174.16**	**$18,876.10**

PSBT SEWER FUND		**NORTHWEST**	**NORTHWEST BK (FEMA)**
Balance 7/09/26	$153,817.30	$16,771.21	$449,784.07
Interest Earned	+ 59.00	+ .71	+ 19.10
Revenue Dep 8/13/26	+ 37,078.00	+ .00	+ .00
	$190,954.30	$16,771.92	$449,803.17
Bills to be Pd 8/13/26	- 350.00	.00	.00
Service Fee	- 2.00	.00	.00
Balance as of 8/13/26	**$190,602.30**	**$16,771.92**	**$449,803.17**

Quotation 081026-1PL

For: Penn Lake Council

DATE: 8/10/2026

PAGE: 1 of

FREIGHT: included

Corey Beltz

coreybeltz@yahoo.com

ph ***570-578-1823***

PROJECT: ***Penn Lake***
core update

TERMS: COD / Net 30 days
(WITH CREDIT APPROVAL)

TAXES: Any and all taxes must be added to quoted price

QUOTE VALID: 30 DAYS

DELIVERY: In Stock/4-6 weeks other

By: Paul F. Tholey III

Here is our quotation on the goods named, subjected to the conditions noted:

CONDITIONS: The prices and terms on this quotation are not subjected to verbal changes or other agreements unless approved in writing by this office. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and will be held for the "Quote Valid" period indicated above.
Conditions not specifically stated herein shall be governed by established Trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be bindir

Site Specific Design, Inc. is pleased to offer the following Environment|One equipment.

Qty.	Model #	Description	Net Price	Ext. Price
		Update Program- for purchase of replacment cores of existing Municipalities- must byt 6 at a time		
6	Extreme Core	Environment One 240v Grinder pump core *	$3,011.40	$18,068.40

Price includes 2 year parts and labor warranty on new equipment.

Accepted this Date:_____20__
Company:_____
By:_____ Title_____

1225 N Keyser Ave
Scranton, PA 18504

sales@esc-pa.com

Tel. 570-341-6738
www.esc-pa.com

QUOTATION NO. 1128

Date: 08/03/2026
Site Address:

Valid For: 30 Day(s)
Valid Until: 09/02/2026

PENN LAKE PARK BOROUGH
PO BOX 14
WHITE HAVEN PA 18661

Description
Penn Lake Borough Lakeview Drive

-Flush pressure main on Lakeview Drive from the community building to the beach area.
-Flush pressure sewer main on Lakeview Drive from the beach area to Hollenback Drive
-Water will be supplied by Aqua White Haven and trucked to site with vac truck. Water charge is 0.02 cents per gallon, plus a service fee per 5000 gallons. (Approximately 20-25000 gallons needed.)

SIMPRO-PUMP STN CLEANING

Item	Quantity	Unit Price	Total
FUEL SURCHARGE	4.00	$65.00	$260.00
Vac Truck	8.00	$125.00	$1,000.00
Fresh Water supplied by Aqua White Haven per Gallon	25,000.00	$0.02	$500.00
Aqua service fee per 5000 gallons	5.00	$8.00	$40.00
Laborer			$680.00
Repair Tech			$760.00
		Sub-Total ex Tax	$3,240.00
		Tax	$0.00
		Total inc Tax	$3,240.00

Sub-Total ex Tax	$3,240.00
Tax	$0.00
Total inc Tax	$3,240.00

STREAMLINE
ENGINEERING
INC.

110 ALLAN STREET
LOWER BURRELL
PENNSYLVANIA 15068
TELE: 724-594-0326
FAX: 724-594-0328
WWW.STREAMLINEENGINEERING.NET

August 6, 2026

Project 21-107-4

Mr. Corey Beltz, President
Penn Lake Park Borough Council
P. O. Box 14
White Haven, Pennsylvania 18661

RE: Invoice Progress Letter 20
Penn Lake Dam and Spillway Improvements Project
Penn Lake Park Borough, Luzerne County, Pennsylvania

Dear Mr. Beltz:

This letter summarizes the work performed to date for the design and permitting of proposed improvements to Penn Lake Dam. The summary is keyed to Streamline's proposal to the Borough dated May 5, 2023 and to the Change Order No. 1 dated August 21, 2024, Change Order No. 2 dated May 20, 2025, and Change Order No. 3 dated July 31, 2025.

TASK	WORK PERFORMED
H&H Report	•
Geotechnical and Structural Analyses & Design	•
Civil Design	•
Environmental Plan	•
Permit Application	• Address DEP comments regarding cutoff wall and structural work
Meetings & Proj. Mgt.	•
Bid Assistance	
Test Pits - Excavator	•

If you have any questions, please do not hesitate to contact me.

Respectfully yours,
STREAMLINE ENGINEERING, INC.

Martha L. Frech, P.E. Principal

Streamline Engineering, Inc.

110 Allan Street
Lower Burrell, PA 15068

Invoice

Date	Invoice #
8/6/2026	1081

Bill To
Penn Lake Park Borough Karen Burden, Secretary PO Box 14 White Haven, PA 18661

P.O. No.	Terms	Project
		21-107-5 Basler Eas...

Quantity	Description	Rate	Amount
7.5	Senior Engineer Manhours	100.00	750.00
0.5	Clerical Manhours	50.00	25.00
1.5	Principal Manhours	150.00	225.00

H&H analysis and letter regarding future development on easement properties

Amount Due	$1,000.00
Payments/Credits	$0.00
Balance Due	$1,000.00

Phone #
(724) 594-0326

Streamline Engineering, Inc.

110 Allan Street
Lower Burrell, PA 15068

Invoice

Date	Invoice #
8/6/2026	1082

Bill To
Penn Lake Park Borough Karen Burden, Secretary PO Box 14 White Haven, PA 18661

P.O. No.	Terms	Project
		21-107-4 Permitting

Quantity	Description	Rate	Amount
2	Principal Manhours	150.00	300.00
3	Designer Manhours	75.00	225.00
0.5	Clerical Manhours	50.00	25.00

Address DEP comments for Dam Permit Application

Amount Due	$550.00
Payments/Credits	$0.00
Balance Due	$550.00

Phone #
(724) 594-0326

Penn Lake Plow Bid Form- Winter Snow Plowing

Contractor Name: Kislan's Trucking

Phone#

Date: 26/27 snow season

Year 1

- Hourly Rate – Snow Plowing $146.45
- Price per yard – Anti-skid $50.00

Year 2

- Hourly Rate – Snow Plowing $149.38
- Price per yard – Anti-skid $50.00

Year 3

- Hourly Rate – Snow Plowing $152.37
- Price per yard – Anti-skid $50.00

If salt needed, $120.00 per yard each time. Prices subject to change due to market price fluctuation.