



# BOROUGH OF DEER LAKE

238 LAKE FRONT DRIVE  
DEER LAKE  
ORWIGSBURG, PA 17961

1-610-562-4142

From the Office of: Borough Council

## NOTICE TO PROPERTY OWNERS ANNUAL RESIDENT AND/OR LANDLORD REPORTING FORM

Dear Property Owner,

On May 8, 1990, the Borough of Deer Lake adopted Ordinance # 56 which required property owners to submit a current list of all **residential occupants** as well as residential rental's and commercial businesses, to the Deer Lake Borough Office each year. The Borough needs to be compliant with the Federal Census requirements.

Ordinance # 82 adopted June 14, 2016 required all owners of rental property to apply with the Borough Code Enforcement Officer (Nick Hazlett, Hazlett Municipal Services 570-573-7195) for a **Rental Occupancy Permit**.

Please list EVERYONE regardless of age occupying the property. A separate form must be completed for each residential and/or commercial address. If the property is a multi-unit address, please list unit numbers. If a rental property is currently vacant or you are no longer renting residential/commercial units or operating a commercial business within the property, please indicate by writing "VACANT" in lieu of a name and note the date when the vacancy began. Please note all changes in tenancy since January 1 of current year.

Please return the enclosed form to the Borough Office or via email [deerlakeboro@gmail.com](mailto:deerlakeboro@gmail.com) **as an attachment** no later than March 31 of current year. If submission is via email, please title email "Residential and/or Landlord Reporting Form". A confirmation email will be sent back to you upon receipt. Additional forms are available at the Borough Office or online via the Borough's website: [www.deerlakeboro.com](http://www.deerlakeboro.com)

PLEASE COMPLETE THE FORM IN ITS ENTIRETY. All incomplete forms will be returned for your completion. Failure to report may result in the imposition of fines or imprisonment consistent with the Borough Ordinance # 56 & Ordinance #82.

If you have any questions regarding this notice or need further clarification, please contact Council President David B. Crouse 570-691-4109, Mayor Lawrence Kozlowski 570-789-1665 or the Borough Secretary at 610-562-4142. We thank you in advance for your cooperation.

Sincerely,  
Borough of Deer Lake



## Welcome to the Borough of Deer Lake

We want to thank you for selecting our community as your new home. Deer Lake is a caring community that is a wonderful place to live, work and raise a family. While Deer Lake is a small community, it offers access to the amenities of a large urban environment. It is located within the Blue Mountain School District and also offers easy highway access to major cities such as Reading, Harrisburg, Allentown, and Philadelphia while maintaining a small-town community feel. We are also the Southern gateway to the Poconos.

The Borough of Deer Lake was actually established in 1936 but early development begun in the early 20's. Deer Lake had a rich history of being a summer recreational area for the affluent of the area. It also attracted many vaudeville acts to the summer theatre, which once stood at one of the original entrances to the Borough.

Deer Lake was recognized as one of the 10 Best Small Towns to live in the Commonwealth of PA. Using Area Vibes and U.S. Census data, with populations between 100 & 1,000 (of which there were 346), Deer Lake was ranked as # 7.

**BOROUGH COUNCIL** - Our Borough is operated by an elected seven (7) member Council, and a Mayor. David B. Crouse is President (570-691-4109) and Lawrence L. Kozlowski is Mayor (570-789-1665). Charles J. Hafer is the hired Secretary/Treasurer for the borough (610-562-4142). Meetings are held once a month, usually the second Tuesday of the month (except where noted) at 6:30 PM at the Borough Municipal Building located at 238 Lake Front Drive. All residents are invited to attend.

**VOTING POLL**- all residents that live within the Borough of Deer Lake vote at the Borough of Deer Lake Municipal Building located at 238 Lake Front Drive, Deer Lake. Or the Fire Company Hall. Residents that reside in the West Brunswick Township portion, vote at the West Brunswick Township Municipal Building located at 95 Municipal Road, Orwigsburg, PA.

Please be sure to tell your employer that you reside in the Borough of Deer Lake. You should also put **DEER LAKE BOROUGH** on your earned income tax return when you file your personal local income taxes with Berkheimer. This will enable the borough to get proper credit for the earned income tax collected.



**TAXES** – The Tax collector is responsible for collecting Deer Lake Borough and Schuylkill County real estate and per capita taxes. They are sent out March 1 of each year. Homeowners will receive a County and Borough real estate tax bill.

The amount of this tax is based on the assessed value of your home and the current millage set by the County and the Borough (Example: County -Mills 15.38, Funded Debt - .6 and Municipality (Borough)mills 3.00). Each person 18 years of age and older will receive a borough and county per capita tax bill.

Fall Taxes - Blue Mountain School District real estate and occupation assessment bills are sent out the beginning of July each year. Homeowners will receive a school real estate tax bill. The amount of this tax is based on the assessed value of your home and the current millage set by the school district. Each person 18 years of age and older will receive a school district occupation assessment tax bill.

**BUILDING PERMITS** – If you are planning to do any additions or improvements to your property, installation of pools or fences, sheds, alteration of buildings, you will need to call for a PERMIT.

Lehigh Engineering, LLC 570-628-2300. For any tree removals, driveway permits, R. Wayne Cooper, III (570-573-0503) . And also visit [www.deerlakeboro.com](http://www.deerlakeboro.com) Website for information.

**WATER** - Water is provided by the Citizens Water Association, of which you are a member, the Borough does not own or operate the water company. Contact is Traci Jacobson Secretary/Treasurer at 570-449-4265. The water for The Pines in the Borough, is provided by PA-Aqua of Pennsylvania. (877-987-2782)

**SEWER** - is owned and operated by Schuylkill County Municipal Authority. (570-622-8240)

**GARBAGE & RECYCLING** - Garbage and Recycling is contracted with County Waste. The current garbage fees are collected by Berkheimer 1-610-588-0965. Household trash only, absolutely no household furniture or large items. The contract the borough has with the carrier is as follows: Each home is provided with 1 trash and 1 recycling receptacle. Collection day is Friday, unless there is a Holiday anytime that week. You must utilize the borough's garbage collector.

**CABLE** – Comcast services Deer Lake and can be reached at 1-800-XFINITY.

**FIRE COMPANY** - Our community houses the Deer Lake & West Brunswick Fire Company #1 and they sponsor many events throughout the year along with weekly cash Bingo, every first and third Tuesday of the month in the Fire Company Social Hall. Doors open at 5:00 pm and the games begin at 6:00 pm. The Fire Company is operated solely by dedicated volunteers, so please consider volunteering your talents and time, new members are very much welcome. Stop by the truck garage any Wednesday evening.



Our Fire Chief is Mark Paul (570-527-7478). Secretary/Treasurer is Gregory Smith (570-573-3292).

**HALL RENTALS** – Information about renting the social hall can be obtained by calling DLWB Social Quarters (570-366-0900).

**EMERGENCIES** – Call **911** for fire/police emergencies. For non-emergency police calls, call the PA State Police at 570-739-2900.

**GROVE RENTALS** - The Recreational area has a baseball field, basketball court, playground and grove area which can be rented for special events. Contact Kyle Rice (570-366-4630). The Lake area is designated for small trolling motor boats, canoes, & kayaks and fishing. No swimming is allowed, but ice skating is enjoyed during the winter months as ice conditions permit.

There is a volunteer group that sponsors an Easter Egg hunt for young children. And Trick-or-treat is a community event involving parents, the Fire Company, and borough residents that enjoy the fun night.

Blue Mountain Recreation Committee also sponsors numerous programs throughout the year. They can be reached at (570-366-1190).

**COMMUNITY DAYS** - this is an event run by borough resident volunteers Chair Person Laura Ranck, [ranck7@hotmail.com](mailto:ranck7@hotmail.com) . We invite all residents to participate in a fun day, with good food and fun games. A good day to meet your fellow borough residents, maybe catch up with old friends or maybe make some new friends.

**YARD SALES** – Volunteers organize and The Borough advertises these community Yard Sales.

**Please keep this list for reference. You can also check our website for Borough related information**

**[www.deerlakeboro.com](http://www.deerlakeboro.com)**.

Living in and being a part of the Borough of Deer Lake is truly a positive and successful experience. We hope you find this information helpful and that you enjoy settling into your new home and community. We invite you to become involved within the community and hope you will help us maintain the community standards that we are so proud of. If we can assist you please do not hesitate to call any of the numbers we have provided with this letter.