AGENDA
ST. LAWRENCE BOROUGH COUNCIL
November 12, 2026– 6:30 P.M.

This meeting will be conducted and recorded via audio and video conference services (Youtube).
Live-stream of the Video feed on the Borough's YouTube Channel at:
https://www.youtube.com/channel/UC47chxePrF2JS6NKMO3uS8w

* Call to order
* Pledge of Allegiance
* Roll call

☐ Robert J. May, President	☐ David Eggert, Vice-President	☐ D. Michael Bennethum, Member
☐ Michael Fritz, Member	☐ Steve Geibel, Member	☐ Warren Lubenow, Member
☐ Gregory Zawilla, Member	☐ Corrie Zana, Mayor	☐ Joan London, Esq. Solicitor
☐ Derrek Rhoads, Manager/Treasurer	☐ Pamela Stevens, PE. Borough Engineer	
☐ Amanda Muso, Borough Secretary		

At 6:30 PM, November 12, 2026 the public hearing to form the St. Lawrence Borough Municipal Authority will begin.

The Borough Council of St. Lawrence approved the motion of intent and to advertise Ordinance 464 at the September 2026 monthly meeting. A notice of intent was published in the Pennsylvania Law Journal on October 8, 2026, the Reading Eagle Newspaper on October 9, 2026, and filed with the Secretary of State on October 9, 2026. A motion to approve and adopt Ordinance 464, forming the St. Lawrence Borough Municipal Authority will be at the conclusion of the November 12, 2026 public hearing.

Public Comment:

MOTION: To adjourn the public hearing

MOTION: To approve Ordinance 464 signifying the intent and formation to organize a Municipal Authority for the general purpose of the Borough of St. Lawrence, including but not limited to the municipal stormwater system, public sanitary sewer system, public water systems, roads, infrastructure, and public works department; to be known as St. Lawrence Borough Municipal Authority.

*** The regular scheduled monthly Council meeting will begin after the conclusion of the public hearing***

* Council Minutes

Motion: to approve Borough Council Meeting Minutes for October 8, 2026

* Approval and Payment of Bills:

Motion: to approve the Consolidated Payment of Bills Report as of 11/11/2026

BOROUGH OF ST. LAWRENCE CONSOLIDATED PAYMENT OF BILLS REPORT AS OF 11/11/2026	
GENERAL FUND	**$ 189,594.49**
LIQUID FUELS FUND	**$ 3,848.14**
SEWER FUND	**$ 20,068.91**
EMS TAX FUND	**$ -**
FIRE TAX FUND	**$ -**

*Approval of Treasurer's Report

Motion: To accept and file for audit the Consolidated Treasurer Report

FUND BALANCES AS OF October 31, 2026		
General Fund	**-**	**$ 375,237.00**
Liquid Fuels	**-**	**$ 132,415.66**
Fire Tax Fund	**-**	**$ 3,064.10**
EMS Tax Fund	**-**	**$ 4,950.74**
Sewer Fund	**-**	**$ 258,275.20**
Reserve Accounts	**-**	**$ 290,556.18**
TOTAL FUND BALANCES		**$ 1,064,498.88**
General Fund Escrow Acct		**$** 15,000.00
135 N. Prospect Loan Balance		**$ 554,542.13**

***** Public Comment – If any

* Consultant's Reports

Borough Engineer's Report- added to packet for Council's review prior to the meeting

- Any updates

Borough Solicitor's Report

- Update on litigation with Mt. Penn Borough and Water Authority
- Update on Comcast Franchise Agreement

Motion: Accept Comcast Franchise Agreement

Borough Mayor's Report- added to packet for Council's review prior to the meeting

The Police Commission meeting was held November 5, 2026. During the meeting Detectives and Officers received a Unit Citation Award for their service. Officer Sal Bellavia was officially sworn in. The next Centennial meeting will be November 25 at noon. Tree lighting with Santa will be December 11 at the St. Lawrence Playground.

* Department/Staff Reports

Finance- Borough Manager -

- Review Draft 2027 Budgets for all Funds
- Consolidation of Extra Reserve Accounts for 2027

Motions 1-5 under "New Business" can be discussed/approved

Borough Zoning/ Local Codes Enforcement Officer's Report-

Public Safety- Emergency Management-

Public Works – Sewers, Streets, Stormwater, etc.

* Committee/Commission Reports

Library – Mike Fritz
Municipal Lands – Warren Lubenow
Recreation – David Eggert
Planning Commission – Warren Lubenow
- Scheduled meeting on November 19th for Zoning Variances

Zoning or Planning Updates-
- 2 Zoning Variance Requests received

*General Comments

***Public Meetings - Announcements**

All public meetings held at the St. Lawrence Borough Municipal Building at 135 N Prospect St.

- Borough Centennial Tree Lighting Ceremony on December 11th at 6PM at Borough Playground

Changes to Office Hours

Borough Office closed on November 26,27 for Thanksgiving

*Old Business

1. Ordinance 465- Quality of Life

   MOTION: Approve to advertise Quality of Life Ordinance 465 which establishes certain violations of property maintenance regulations, including accumulation and disposal of waste, garbage and rubbish, prohibiting outdoor placement of indoor furniture, feral cats; establishing a ticket and fine process.

2. Updated information on Exeter Library Resident status

*New Business

1. Approve the 2027 preliminary budget and to advertise the preliminary budget

MOTION: Approve the preliminary 2027 budgets for General Fund, Sewer Fund, Liquid Fuels, FireTax, and EMS Tax and authorize to advertise the preliminary budget

2. Request for Fire Protection Proposal - Option Years for Exeter and Mt. Penn Fire

Per the RFP of 2023 years 4-6 are option years for each year. The new proposal put forth by Exeter and Mt. Penn is to increase the fire tax rate to 0.89 Mills in 2027 and 1.06 Mills in 2028 in lieu of asking for radio subsidies through the General Fund. Council to discuss the proposed rate increase.

POTENTIAL MOTION (a): Option against the proposal and request the continuance of the existing 2023 RFP, adopting the 0.74 Fire Tax Millage as presented in RFP Option Year 1

POTENTIAL MOTION (b): Counter the Fire Protection Proposal with a Millage Rate between the 0.74 Option Year and Proposed 0.89 Millage Rate - Add Rate to Borough Resolution 952-2026 and adopt for action by the Fire Company

POTENTIAL MOTION (c): Resolution 950-2026 - Approve the proposal by Exeter Volunteer Fire Department and Mt. Penn Fire Department of increasing the fire tax rate for the coverage years of 2027 and 2028.

3. Advertise Ordinance No. 466- Levying Real Estate Tax for the Year 2027

   MOTION: Approve the advertisement of Ordinance 466 which states: That a tax is hereby levied for the year 2027 upon all real estate in the Borough of St. Lawrence subject to taxation for Borough purposes, as follows:

The tax rate for general Borough purposes is hereby fixed at 8.5 mills and an increased fire tax rate (if the previous motion is adopted) on each dollar of assessed valuation and the EMS tax rate is hereby fixed at 0.50 mills

All Ordinances or parts of Ordinances inconsistent herewith are to the extent of such inconsistency are hereby repealed.

4. Advertise Ordinance 467 Establishing a new sewer rate per thousand gallons

MOTION: Approve the advertisement of Ordinance 467 which states keeping the base sewer rate of $39.45 per quarter the same and setting the thousand gallon processing charge of $14.00

5. Consolidate Reserve Accounts

Currently there are extra “Operating Reserve” and “Capital Reserve” accounts at Mid Penn Bank. These are not used. Reserve accounts are transferred into the General Fund Account through PLGIT. Requesting to zero out accounts to their associated PLGIT Account and close Mid Penn Reserve Accounts.

MOTION: To authorize the transfer of funds out of Mid Penn Reserve Accounts to PLGIT and close the Mid Penn Bank Reserve Accounts

6. Discussion on Police and Fire Radios

Mt. Penn Fire Company and Central Berks is requesting funds for the radio refresh for the County Radio system. Central Berks Police would like a single sum of $12,854.22 to pay for 3 radios. Mt Penn Fire Company would like $4,000 for 5 years to cover a portion of the cost of upgrading 30 radios for the department.

POTENTIAL MOTION: Approve of $12,854.22 for the purchase of 3 radios for the Police Department from the General Fund.

POTENTIAL MOTION: Approve of $4,000 for 5 years out of the General Fund to Mt Penn Fire Company to offset the cost of radio replacements.

7. Discussion on Council meeting dates for 2027

Proposing to set/advertise two (2) Council meeting dates for the months of May, June, July, August to account for Council member quorum issues. Meetings can be cancelled due to lack of business. Suggestion is to make the 3rd Thursday the alternate meeting date. Schedule will be published at December Meeting.

8. Resolution 951-2026 LSA Grant for the Playground Rehabilitation Phase 1

MOTION: Approve Resolution 951-2026 seeking one million dollars ($1,000,000.00) for Phase 1 of the Playground Rehabilitation Project

9. Sewer liens on properties with account balances over $200.00 with no collections in over 180 days

Added into Council's packet are the properties that have outstanding sewer bills. Council to discuss how to proceed.

POTENTIAL MOTION: Proceed at beginning of lien process for properties that have not made a sewer payment to their account with balances over $200 in 180 days.

10. Public Works Garage Heating Unit Installation

M&M Mechanical was the lowest quote received to install the heating unit to the garage for a total of $ 6,755.00

MOTION: Approve M&M Mechanical to proceed with the installation of garage heater for the quoted amount of $ 6,755.00

11. Public Works Garage Electrical Installation

The Borough has been given a proposal from ABBI Electric to do the electrical work for the garage. They have proposed to do the work for labor charges only and the Borough is to purchase the material. They would charge $85 per hour and expect the work to take 2 days (20 hours).

MOTION: Approve ABBI Electric to proceed with the electrical work, not to exceed $2000 for labor costs.

12. Police Traffic Signal Camera Agreement

In 2022 an agreement was created between the Borough of St Lawrence and the Central Berks Police Commission on a Berks County District Attorney initiative to utilize police tools on Borough owned traffic signals for a 5 year contract. This agreement required the municipality to pay for the final two and one half years of this contract. There was a drop in documentation and there is no evidence of the contract other than parts of communication acknowledging its existence. In order to facilitate the payment and create an audit trail, the Borough should enter into a formal agreement spelling out the terms of payment and contract acknowledgement. The Borough would owe $11,850 for 2026-2027 and 2027-2028 for the final years of the 5 year contract.

MOTION: Enter into the VIPR Camera Hosting and Cost Sharing Agreement as presented between the Borough of St. Lawrence and the Central Berks Police Commission.

*Executive Session - Discussion on litigation updates and real estate.

MOTION: To enter into executive session

*Adjournment: **Motion –** Adjourn meeting