

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, JANUARY 10, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Mr. Gregory Zawilla, Borough Mayor  
Mr. Zachary Sullivan, Borough Engineer, SDE  
Ms. Joan London, Borough Solicitor, Kozloff Stoudt – Arriving 8:08 PM  
Ms. Allison Leinbach, Borough Manager  
Mrs. Susan D. Eggert, Borough Secretary  
Mr. Keith Dmochowski, Reading Eagle  
Mr. Jerry DeBalko, PA American Water

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order at 7:32 PM by Council President, Mr. Robert J. May.

**APPROVAL OF THE MINUTES:** The minutes from the December 13, 2018, meeting were distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. Warren Lubenow made the motion to approve the minutes as presented; seconded by Mr. David Eggert; all were in favor and the motion carried.

**2019 APPOINTMENTS:** A list of the 2019 appointments were presented to Council for their review. A list of the appointments was done by Mr. May and are included in the minutes for review. The appointments need to be made and approved by Resolution. This would be Resolution 815-2019. **MOTION:** Mr. Michael Fritz made the motion to adopt Resolution 815-2019 making all of the appointments for calendar year 2019; seconded by Mr. Eggert; all were in favor and the motion carried.

**TREASURER'S REPORT:** The treasurer's report was distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the report. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Lubenow, all were in favor and the motion carried.

GENERAL: \$186,487.38 RESERVE: \$74,599.79 SEWER: \$285,586.07 LIQUID FUELS: \$273,359.91 FIRE TAX: \$946.44 FIRE ESCROW: \$10.00  
The sewer loan balances are also included on the bottom of the treasurer's report for review.

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were distributed prior to the meeting for review. There were no questions, corrections or clarifications to the bills presented. Bills requiring ratification from December 14-31, 2018 totaled \$35,305.29. Bills requiring ratification from the sewer fund from December 14-31, 2018, totaled \$446.09. Bills requiring

ratification from the general fund from January 1-10, 2019, totaled \$41,606.06. Bills requiring ratification from the sewer fund from January 1-10, 2019, totaled \$6,000. Bills requiring payment from the liquid fuels account totaled \$6,699.67. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Fritz; all were in favor and the motion carried.

**PUBLIC HEARINGS, PETITIONS:**

**JERRY DEBALCO – PA AMERICAN WATER** - Mr. DeBalko introduced himself to Council. Mr. DeBalko presented this evening to discuss the Act 537 Plan Update Special Study. This is a requirement from DEP and outlines for transition of ownership of the wastewater treatment plants. This was presented to the Borough Council and a copy will be kept on file in the Borough office and one for public review. This needs to be reviewed and approved so that PA American can submit it to DEP. Mr. DeBalko is looking to perhaps get this approved by the Borough so that it can be submitted to DEP by March. The Planning Commission will review this document as well. Mr. May indicated that the Borough would make every attempt to review this document and give it an approval at February's meeting.

**REPORT OF THE BOROUGH ENGINEER - ZACHARY SULLIVAN**

**GREEN LIGHT GO GRANT** - The bids were opened; the low bid was Telco in the amount of \$181,460.00. Upon brief review it appears that all of the documents seem to be in order including the certification of insurance and the bond. **MOTION:** Mr. Eggert made the motion to accept the bid of Telco in the amount of \$181,460.00 contingent upon the final review of the Borough Solicitor and Traffic Planning and Design; seconded by Mr. Fritz; all were in favor and the motion carried. Mr. May asked that the Borough Manager to inquire with Telco about the how long the batteries would last and whether or not there would be a service agreement that would cover those matters.

**REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUT**

**STORMWATER O & M AGREEMENTS** - The agreements have now been prepared for 11 Ranor Court and 33 N Bingaman Street and will need to be signed by the property owners and then filed. The Borough will send letters to the property owners to make them aware that these documents need to be signed.

**PUC** - The Borough submitted two petitions to the PUC and both have been accepted. Ms. London was looking for authorization to attend the PUC hearing conferences. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to attend the PUC hearing conferences to protect the interests of the Borough; seconded by Mr. Lubenow; all were in favor and motion carried.

**MCDONALD'S** – Authorization is needed to sign the harmless agreement along with Mt. Penn Borough and the McDonald's franchise. **MOTION:** Mr. Eggert made the motion to sign the harmless agreement with the McDonald's Franchise and Mt. Penn Borough; seconded by Mr. Lubenow; all were in favor and the motion carried.

**UCC CODES ORDINANCE** - Ms. Leinbach indicated that the Borough needs to adopt the UCC Codes Ordinance. Ms. Leinbach is working with Ms. London on the ordinance and would like to get authorization to advertise for the February meeting. This would be Ordinance 445. **MOTION:** Mr. Eggert made the motion to advertise Ordinance 445, UCC Codes, for adoption at the February meeting; seconded by Rev. Bennethum; all were in favor and the motion carried.

## **BUDGET & FINANCE**

**CASH FLOW DOCUMENTS** – Ms. Leinbach indicated that the fire tax has all moved into the .5 mills as shown on the cash flow documents.

**UNPAID REAL ESTATE TAXES TO TAX CLAIM** - The amount of real estate tax to be turned over to Berks County Tax Claim for collection is 14 bills totaling \$4,768.80. **MOTION:** Mr. Eggert made the motion exonerating the tax collector of 14 bills totaling \$4,768.80 to be turned over to Berks County Tax Claim for collection; seconded by Mr. Fritz; all in favor and the motion carried.

**UNPAID FIRE TAX** - The unpaid fire tax is 14 bills totaling \$508.66. **MOTION:** Mr. Eggert made the motion exonerating the tax collector of 14 bills totaling \$508.66 to be turned over to the Borough of St. Lawrence for collection; seconded by Mr. Lubenow; all were in favor and the motion carried.

## **PLANNING COMMISSION**

Mrs. Eggert will contact the Planning Commission to indicate that at the January 23, 2019, meeting they will be reviewing Act 537 that PA American has submitted for the transition of the ownership of the Exeter Wastewater Treatment Plant.

## **TRASH & RECYCLING**

A letter was received from Mascaro indicating that all mattresses that are put out for trash must be wrapped in plastic. They have been experiencing a huge problem with bed bugs. Ms. Leinbach will contact Mascaro to find out if they will be sending a mailer to the residents since our newsletter has already gone out to residents and the next newsletter will not be going out until late March.

## **RECREATION**

The pole with a light at the playground has fallen. The pole has been removed and the power has been locked out in the control box. There will be further discussion about replacement so that the field can be lit during the playground program.

## **EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT**

Mr. Eggert indicated that he has been working with Ms. Leinbach to coordinate the addresses that will require changes to meet the standards put in place by the County. There is no deadline at this point but this will need to be done.

## **ZONING HEARING BOARD**

**RESOLUTION 814** - Resolution 814 reappoints Mr. David Smith to the Zoning Hearing Board to a three year term. **MOTION:** Mr. Eggert made the motion to adopt Resolution 814-2019 reappointing Mr. David Smith to the Zoning Hearing Board for another 3 year term expiring 12/31/21.

## **LIBRARY LIAISON**

Mr. Lubenow indicated that library is planning on holding a .5K Beer Run Fundraiser. This is still being planned but one of the locations they are considering for the event is Shemanski Stadium.

## **UNFINISHED BUSINESS**

**ANIMAL RESCUE LEAGUE** - Mr. Rhoads attended the Co-Op Purchasing Council meeting this past week and the Animal Rescue League was discussed. It appears that Brandywine SPCA may be interested in providing this service and moving into Berks County. The Co-Op Purchasing Council will be putting out an RFP. Updates will be given as the Borough office receives more information.

ST. LAWRENCE BOROUGH COUNCIL

**NEW BUSINESS**

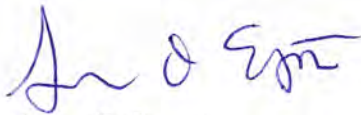
**STATEMENTS OF FINANCIAL INTEREST** - Statements of Financial Interest were distributed to Council to be filled out and turned into the Borough office by May.

**SPOTTED LANTERNFLY** - Mr. Lubenow indicated that financial aid will be available to areas with large amounts of infestation. Mr. Lubenow indicated that he feels that the Borough should look into this more for the few properties that have a large amount of infestation.

**EXECUTIVE SESSION: MOTION:** Mr. Eggert made the motion to enter executive session to discuss potential litigation; seconded by Mr. Lubenow; all were in favor and the motion carried. Council went into executive session at 8:23 PM. Council came out of executive session at 8:48 PM.

**ADJOURNMENT: MOTION:** Rev. Bennethum made the motion to adjourn; seconded by Mr. Eggert; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:48 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, FEBRUARY 14, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Mr. Jerry DeBalko, PA American Water  
Ms. Allison Leinbach, Borough Manager  
Mr. Zachary Sullivan, Borough Engineer, SDE  
Ms. Joan London, Borough Solicitor, Kozloff Stoudt  
Mrs. Susan Eggert, Borough Secretary  
Mr. Gregory Zawilla, Borough Mayor

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May, at 7:31 PM.

**APPROVAL OF THE MINUTES:** The minutes from the January 10, 2019, meeting were distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried. Mr. Lubenow indicated that he was on the website and noticed that the minutes from 2018 were not posted. He indicated that he felt that the minutes need to be posted in order to keep our residents well informed; Mr. May indicated that if Ms. Leinbach needed assistance with this that he would be willing to assist in getting the minutes posted.

**TREASURER'S REPORT:** The treasurer's report was distributed to the members of Council for review. There were no questions, corrections or clarifications and Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Davidson; all were in favor and the motion carried.

GENERAL: \$169,835.04 RESERVE: \$74,612.46 SEWER: \$297,122.65 LIQUID FUELS: \$266,662.12 FIRE TAX: \$1,568.74 FIRE ESCROW: \$10.00

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were distributed to Council for their review. Ms. Leinbach explained that the Mr. Rehab payment was for an invoice from 2018 where Mr. Rehab did not deposit the check from bill payer and the money was returned to the account; when they tried to deposit it it was no longer valid therefore another payment was distributed. Bills requiring payment and ratification from the general fund totaled \$86,688.95. Bills requiring payment and ratification from the sewer fund totaled \$9,187.50. **MOTION:** Mr. Eggert made the motion to authorize payment and ratification of all bills presented; seconded by Mr. Davidson; all were in favor and the motion carried.

#### **PUBLIC HEARINGS & PETITIONS:**

**ACT 537** - Ms. Leinbach indicated that the Planning Commission did review the Act 537 at their January meeting. The Commission did not have any questions however the concern over the sewer rates was a concern. Mr. DeBalko indicated that a letter from the Planning Commission indicating that there were no questions about the Act 537 would be great to have to file with the PUC. Mr. May asked Mr. DeBalko what their deadline was for the PUC. Mr. DeBalko indicated that they would like to have this by the March Council meeting. Mr. May and Ms. London indicated that they did not feel that this would be an issue. The plan at this point is to finalize and pass the motion at the March Council meeting.

#### **REPORT OF THE BOROUGH ENGINEER**

**GREEN LIGHT GO GRANT** - Ms. Leinbach indicated that Borough Council needs to approve Change Order #1. The change order would include the fifth pole and controller box to the bid. **MOTION:** Mr. Eggert made the motion to approve and authorize Change Order #1; seconded by Mr. Warren Lubenow; all were in favor and the motion carried.

#### **REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON**

**PUC PRE CONFERENCE MEETING** - Ms. London and Mr. May attended the PUC Pre Conference hearing for the transfer of ownership of the wastewater treatment plant. Ms. London explained what took place at the hearing. The main concern was that Exeter Township was providing service to municipalities, namely Lower Alsace outside of their own township without any approvals. The PUC will not negotiate or make any exceptions for those actions. The transfer is now in a holding pattern.

#### **STREETS & LIGHTS**

**RESOLUTION 816-2019** - Resolution 816-2019 allows for a reimbursement of \$25 per snow event for replacement of a mailbox that was damaged by the plow during a snow event. Exeter Township has a similar policy in place currently. **MOTION:** Mr. Eggert made the motion to adopt Resolution 816-2019; seconded by Mr. Lubenow; all were in favor and the motion carried.

#### **PLANNING COMMISSION**

**2018 ANNUAL REPORT** - The Planning Commission has submitted their 2018 annual report. The Commission met only one time in 2018, June. **MOTION:** Mr. Eggert made the motion to accept the Planning Commission's 2018 annual report; seconded by Mr. Davidson; all were in favor and the motion carried.

**EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT**

**PAGERS** - The new pagers are finally in and are currently being programmed. We should be receiving the pager in the very near future.

**ADDRESSING** - Mr. Eggert is working along with Ms. Leinbach to compile the list of addresses that really need to be changed. This will be sent to Council to review.

**RUN CARDS** - Exeter Township Fire has sent another run card change to be reviewed. Mr. Eggert reviewed the changes and indicated that all of the changes were minor adjustments to equipment. Mr. Eggert recommended to Council to approve the changes that were requested. **MOTION:** Mr. Eggert made the motion to submit the run card changes to DES; seconded by Mr. Lubenow; all were in favor and the motion carried.

**NEWSLETTER**

The next newsletter will be going out after the March Council meeting. This newsletter will include the Egg hunt, spotted lanternfly information, springtime type information as well as the Hike through the woodlands that Mr. Lubenow organizes.

**BOROUGH MANAGER'S REPORT**

**EXETER SUPPLY** - The addition at Exeter Supply is almost complete with a few items that need to be done in the spring as far as grass planting.

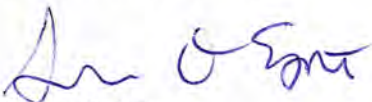
**MCDONALD'S** - The project at McDonald's is a little bit behind schedule but should be completed shortly.

**UNFINISHED BUSINESS**

**STATEMENTS OF FINANCIAL INTEREST** - Statements of Financial Interest are due by the May Council meeting.

**ADJOURNMENT MOTION:** Mr. Michael Fritz made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:15 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, MARCH 14, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Ms. Allison A. Leinbach, Borough Manager  
Ms. Susan D. Eggert, Borough Secretary  
Mr. Zachary Sullivan, Borough Engineer, SDE  
Mr. Alex Elliker, Borough Solicitor, Kozloff Stoudt

**ABSENT:** Mr. Gregory Zawilla, Borough Mayor

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes from the February 14, 2019, meeting were distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Michael Fritz; all were in favor and the motion carried.

**TREASURER'S REPORT:** The treasurer's report was presented to Council prior to the meeting for review. There were no questions, corrections or clarifications to the report. Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

**GENERAL:** \$142,496.98 **RESERVES:** \$70,623.91 **SEWER:** \$293,705.02 **LIQUID FUELS:** \$266,663.84 **FIRE TAX:** \$1,827.93 **FIRE ESCROW:** \$10.00

**APPROVAL AND PAYMENT OF THE BILLS:** The bills requiring payment and ratification were distributed to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund totaled \$74,459.18. Bills requiring payment and ratification from the sewer totaled \$52,469.18. Bills requiring payment from the liquid fuels account totaled \$6,378.81. Bills requiring payment from the fire tax fund totaled \$2,750.00. **MOTION:** Mr. Warren Lubenow made the motion authorizing the payment and ratification of all bills presented; seconded by Mr. Eggert; all were in favor and the motion carried.



## **PUBLIC HEARINGS, PETITIONS:**

**RONALD IVISON** - Dr. Ivison presented before Council with concerns regarding the 9-1-1 addressing. Dr. Ivison's home has a Stoner Avenue address however the street was never put all the way through. The only access to the home is from Post Place. Dr. Ivison asked whether there was any other option because changing his address would be a huge inconvenience to him. Dr. Ivison indicated that Map Quest offers an emergency indicator and would like to know whether or not that could be an option for his property. Mr. Eggert and Mr. Geibel tried to explain that emergency services does not use Map Quest. Mr. Eggert also tried to explain that this would need to be done Countywide for others who need to have their address changed and that there is no software that would allow this to be done. The best and easiest option would be to change the address. Dr. Ivison asked Council to consider his request when making the decision to have his address changed. Dr. Ivison also expressed a concern about the condition of the carbonizing plant. Dr. Ivison indicated that he does sit on the Juvenile panel and as the weather gets nicer there will be more incidences involving juveniles since this building is not secured. The Borough will investigate; Mrs. Eggert was asked to request police reports for the last five years at this location.

## **REPORT OF THE BOROUGH SOLICITOR - ALEX ELLIKER, KOZLOF STOUDT**

**RESOLUTION 817-2019** - Resolution 817-2019 will approve the Act 537 submittal by PAWC with regards to sewage facilities plan update. This was reviewed by Council as well as the Planning Commission. The Planning Commission has also submitted a letter to the Council indicating that they had no questions or concerns. **MOTION:** Rev Bennethum made the motion to adopt Resolution 817-2019; seconded by Mr. Fritz; all were in favor and the motion carried.

**PUC** - Mr. Elliker gave the Council an update on the hearings of the PUC with regards to the transfer of ownership of the Exeter Township Sewage Treatment Plant to PAWC. The PUC may consolidate some of the issues and therefore Mr. Elliker was looking for authorization to have Ms. London continue to attend these hearings to intervene on behalf of the Borough. **MOTION:** Mr. Lubenow made the motion authorizing Ms. London to continue attending the hearings to intervene on behalf of the Borough; seconded by Rev. Bennethum; all were in favor and the motion carried.

## **BUDGET & FINANCE**

**CASH FLOWS** - Ms. Leinbach indicated that all of the cash flow documents have been updated and were distributed to the members of Council for review.

## **STREETS & LIGHTS**

**INDUSTRIAL GROUNDS MAINTENANCE** - The quote for street sweeping was received from Industrial Grounds Maintenance with a price of \$2,250.00 and \$400 additional for St. Lawrence Avenue. The street sweeping is currently scheduled for April 16 and 17. The cost is the same as 2018. **MOTION:** Mr. Eggert made the motion approving the quote from Industrial Grounds Maintenance for 2019 street sweeping; seconded by Mr. Lubenow; all were in favor and the motion carried.

## **PLANNING COMMISSION**

**RESOLUTION 818-2019** - Resolution 818-2019 reappoints Mr. Gregory Zawilla to the Planning Commission for another five year term. **MOTION:** Mr. Eggert made the motion to adopt Resolution 818-2019; seconded by Mr. Davidson; all were in favor and the motion carried.

**SANITARY SEWER**

Ms. Leinbach indicated that the Chapter 94 report has been completed and submitted. Mr. Conrad and Ms. Leinbach are currently working on a bid to televise the lines that have not been relined.

**TRASH & RECYCLING**

Mr. Fritz and Mr. Geibel indicated that there has been a complaint by Mr. Gill Morrisette about the alley at Ganster Street being chewed up by the trash truck and causing damage to his property. This will be investigate further by Mr. Rhoads.

**EMERGENCY MANAGEMENT COORDINATOR**

Mr. Eggert has received the new pager.

**MUNICIPAL LANDS**

The annual hike will be done by Mr. Lubenow on April 20<sup>th</sup>. He asked that this be advertised in the newsletter and to indicate that people wear proper foot attire for hiking. In addition, Ms. Leinbach informed Council that two dead trees have been removed from the Borough Land.

**NEWSLETTER**

The next newsletter will be going out hopefully the end of March.

**NEW BUSINESS**

The municipal officials dinner invitations were distributed prior to the meeting. All reservations will be made at one time and Mrs. Eggert asked all who wished to attend let her know by tomorrow.

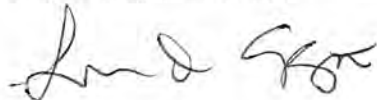
**GENERAL COMMENTS TO COUNCIL**

Mr. Lubenow indicated that he attended the Joint Municipal meeting and the topic of discussion was in regard to a bill that is being considered which will require a municipality to offer two inspectors for building inspectors. Mr. Lubenow gave a copy of the bill to Ms. Leinbach who will distribute this to each member. Mr. Lubenow will keep everyone informed.

**ANIMAL RESCUE** - The Co Op Purchasing Council is still working on this matter. At this time it was decided to hold off on any decision regarding the Animal Rescue League.

**ADJOURNMENT - MOTION:** Rev. Bennethum made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:21 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, APRIL 11, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Mr. Gregory Zawilla, Borough Mayor  
Ms. Joan London, Borough Solicitor, Kozloff Stoudt  
Mr. Ty Leinneweber, Borough Engineer, Kozloff Stoudt  
Dr. Ronald Ivison, Borough Resident  
Mr. Michael Jupina, Exeter Township School District

**ABSENT:** Mr. David W. Eggert, Vice President

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May, at 7:31 PM.

**APPROVAL OF THE MINUTES:** The minutes from the March 14, 2019, meeting were distributed to Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. Warren Lubenow made the motion to approve the minutes as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

**TREASURER'S REPORT:** The Treasurer's report was distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the report. **MOTION:** Mr. Davidson made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Michael Fritz; all were in favor and the motion carried. The sewer loan balances were also available for review at the end of the treasurer's report.

**GENERAL:** \$161,459.02 **RESERVES:** \$70,664.40 **SEWER:** \$274,497.72 **LIQUID FUELS:** \$314,589.32 **FIRE TAX:** \$3,647.49 **FIRE ESCROW:** \$10.00

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were available for review. Bills requiring payment and ratification from the general fund totaled \$65,567.32. Bills requiring payment and ratification from the sewer fund totaled \$46,526.43. Mr. Fritz asked about the invoice from 3/29/19 for Central Berks Regional Police; Ms. Leinbach indicated that that was for overtime due to a child abuse case. **MOTION:** Mr. Lubenow made the motion authorizing payment and ratification of all bills presented from both the general and sewer fund; seconded by Mr. Davidson; all were in favor and the motion carried.

## **PUBLIC HEARINGS, PETITIONS**

**RONALD IVISON** - Dr. Ivison presented before Council this evening regarding the address change. Dr. Ivison thanked Mr. Lubenow for all the research that he had done on his matter. Dr. Ivison asked whether or not an address can be changed to a private lane because Post Place is a private lane and not a Borough street. It was determined that just because it is private it still appears on maps and that it can be done. Dr. Ivison then asked what it would take to have the Borough take over that road; Ms. Leinbach indicated that that road would never meet Borough standards. Dr. Ivison also asked about the carbonizing plant and asked about the status of that investigation. Police reports were received and the investigation is being done at this time.

**MICHAEL JUPINA** - Mr. Jupina appeared before Council representing the Exeter Township School District to find out if the Borough had any questions or concerns to be addressed with the school district and indicated that whenever there are any concerns or questions to please reach out to him.

## **BOROUGH ENGINEER - TY LEINNEWEBER, SDE**

**READING REAL ESTATE** - Mr. Leinneweber prepared a zoning review letter with regards to plans that were submitted by Reading Real Estate. This review letter was reviewed with Council and included concerns with lighting plans, height and yard regulations, landscaping plans, signs, adequate access for loading and unloading, PennDOT permit requirements, parking and aisle widths. All questions were answered; no further action was taken at this time.

## **REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUTD**

**CELL TOWER** - Ms. London indicated that on March 20, 2019, she filed the paperwork with the County with regard to the cell tower and their tax exemption status which will go away on the portion of the property involving the cell tower.

**PUC** - Ms. London is still monitoring all of the action involving the PUC and the sale of the Exeter Sewer Plant.

**MUNICIPAL LIENS** - Ms. Leinbach has sent the certified mail to the residents who have not paid their 2017 fire tax to the Borough. There are four properties owned by two individuals who have not paid the outstanding taxes and were given until April 15, 2019 to pay or the Borough will place a lien on their property. **MOTION:** Mr. Davidson made the motion authorizing Ms. London to move forward with the municipal liens for unpaid 2017 fire tax; seconded by Mr. Steve Geibel; all were in favor and the motion carried.

## **REPORT OF THE BOROUGH MAYOR - GREG ZAWILLA**

The police report was available for review.

**PRE-EMPTION DEVICES** - Ms. Leinbach indicated that she has spoken to the police chief with regards to the pre-emption devices. Telco informed us that the pre-emption device controllers will cost around \$1,000 per and Chief Serafin indicated that there are three police cars that could potentially respond into the Borough. Ms. Leinbach would like to purchase Central Berks Regional Police three controllers for the cars. **MOTION:** Mr. Lubenow made the motion authorizing the Borough to purchase three controllers for Central Berks Regional Police; seconded by Mr. Davidson; all were in favor and the motion carried.

**REQUEST FOR CRIME WATCH SOCIAL MEDIA APP** - The police department has requested the Borough to participate in the crime watch social media app at an approximate cost of \$300 with an annual fee.

This would aid the police department to monitor what is being posted on social media. **MOTION:** Rev. Bennethum made the motion authorizing the participation of the crime watch social media app; seconded by Mr. Davidson; all were in favor and the motion carried.

#### **BUDGET & FINANCE**

**2018 AUDIT** - The Borough's 2018 audit was available for review. The only comment that was made was the lack of a capitalization report.

#### **TRASH & RECYCLING**

Ms. Leinbach indicated that we have received the last of the grant money for recycling. There has been a change in pick up. They are now taking the recycling first since there were numerous complaints about recycling being thrown into the trash in hopes that this could alleviate that problem. In addition there should be less problems with recycling blowing all around the Borough on windy days.

#### **RECREATION**

**EGG HUNT** - The egg hunt is scheduled for Friday, April 19 at 9:00 AM.

**PLAYGROUND PROGRAM** - Mrs. Eggert informed Council that the Borough has received numerous phone calls about the playground program since Exeter Township is no longer allowing St. Lawrence residents to attend their program and have limited the number of attendees.

#### **PUBLIC WORKS REPORT - DERREK RHOADS**

Mr. Rhoads prepared a report for public works for Council to review.

#### **NEWSLETTER**

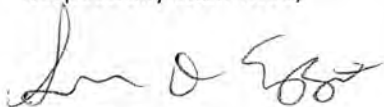
The newsletter has just gone out with spring time information. The next newsletter should go out in the May timeframe which will contain summer and playground information.

#### **NEW BUSINESS**

**ELECTRIC SUPPLIER** - Ms. Leinbach indicated that she has received a proposal from AEP at a price of 0.04394. **MOTION:** Mr. Fritz made the motion to accept the proposal from AEP for electric; seconded by Mr. Davidson; all were in favor and the motion carried.

**ADJOURNMENT: MOTION:** Mr. Geibel made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:23 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary



**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, MAY 9, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Mr. Gregory Zawilla, Borough Mayor  
Mr. Ty Leinneuber, SDE, Inc. – Borough Engineer  
Ms. Joan London, Kozloff Stoudt, Borough Solicitor  
Mr. Charles Waterbury, Resident, AVRCC Liaison  
Ms. Allison A. Leinbach, Borough Manager  
Mrs. Susan D. Eggert, Borough Secretary

**ABSENT:** Mr. Michael Fritz, Councilman

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes from the Thursday, April 11, 2019, meeting were distributed to Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

**TREASURER'S REPORT:** The treasurer's report was distributed to the members of Council prior to the meeting for review. There were no questions. The sewer loan balances were also included at the bottom of the report for Council to review. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Warren Lubenow; all were in favor and the motion carried.

**GENERAL:** \$418,884.97 **SEWER:** \$286,366.54 **RESERVES:** \$74,725.77 **LIQUID FUELS:** \$314,635.72 **FIRE TAX:** \$36,027.37 **FIRE ESCROW:** \$10.00

**APPROVAL AND PAYMENT OF THE BILLS:** Bills requiring payment and ratification from the general, sewer and fire tax funds were presented to Council for review. There were no questions, corrections or clarifications. Bills requiring payment and ratification from the general fund totaled \$93,104.34. Bills requiring payment and ratification from the sewer fund totaled \$22,832.80. Payments from the fire tax fund totaled \$29,047.01. **MOTION:** Mr. Davidson made the motion authorizing payment and ratification of all bills presented for payment and ratification; seconded by Mr. Eggert; all were in favor and the motion carried.

**PUBLIC HEARINGS, PETITIONS-**

**CHARLES WATERBURY** - Mr. Waterbury is a resident and the Borough's liaison to the AVRCC. He came this evening to present the Borough with a check in the amount of \$250 for recreation. The Borough decided to turn the money back over to the AVRCC for their recreation efforts. **MOTION:** Mr. Warren Lubenow made the motion to turn the money back to the AVRCC; seconded by Mr. Davidson; all were in favor and the motion carried.

**REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE**

There were no updates at this time.

**REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUTD**

**EXEMPTION HEARING** - There is an exemption hearing scheduled with the County Board of Assessment on May 20, 2019 regarding the Shemanski Stadium with regard to the portion of the land used for the cell tower. Mr. May will also attend.

**STORMWATER OPERATIONS MANAGEMENT AGREEMENT** - The owners for the 11 Ranor Court property has signed the agreement and the agreement is here to be signed by Council. **MOTION:** Mr. Eggert made the motion authorizing Mr. May to signed the stormwater management agreement for 11 Ranor Court; seconded by Mr. Davidson; all were in favor and the motion carried.

**HOLD HARMLESS AGREEMENT** - The hold harmless agreement with McDonald's and Mt. Penn Borough which states the Borough as the applicant for the HOP. **MOTION:** Mr. Eggert made the motion authorizing Mr. May to sign the hold harmless agreement; seconded by Mr. Lubenow; all were in favor and the motion carried.

**BUDGET & FINANCE - ALLISON LEINBACH**

**VOLUNTEER FIRE FIGHTERS TAX RELIEF** - Ms. Leinbach indicated that there are three fire fighters to be given tax relief for 2018. Mr. Steve Geibel will be refunded \$409.82; Tyler Neiswender \$293.67 and Gil Morrisette \$13.38. **MOTION:** Mr. Eggert made the motion authorizing the three refunds; seconded by Mr. Lubenow; Mr. May, Rev. Bennethum, Mr. Eggert, Mr. Lubenow and Mr. Davidson voting in favor; Mr. Geibel abstained due to personal reasons.

**STREETS & LIGHTS**

Ms. Leinbach indicated that she received the first invoice from Traffic Planning & Design for the Green Light Go grant for \$44,114.63 to be paid out of the liquid fuels fund. **MOTION:** Mr. Eggert made the motion authorizing payment of the invoice for \$44,114.63 to be paid out of the liquid fuels fund; seconded by Mr. Lubenow; all were in favor and the motion carried. Also Mr. Zawilla and Rev. Bennethum have commented about the timing of the traffic signal at Elm Street and also Mr. Zawilla indicated that he has witnessed the Bingaman Street light not changing in one direction at that same time as the other direction. Ms. Leinbach indicated that she would contact Telco to come investigate to be sure that the timing is correct.

**TRASH & RECYCLING**

The contract will expire at the end of this calendar year. The new bid will go out in August for an opening in September in case the bid needs to go out again in October.

### **RECREATION**

The Easter Egg Hunt was successful and well attended. The playground is scheduled to open on Monday, June 10. Mrs. Eggert indicated that the Borough has been receiving phone calls with inquiries about the recreation program from interested parties who have never attended the program in the past.

### **EMERGENCY MANAGEMENT COORDINATOR – DAVID EGGERT**

Mr. Eggert handed out a list of revised addresses that he would like to submit to The Department of Emergency Services for proposed change. There is a concern for the residents that this could cause potential problems if it is not changed across the board with other departments. Ms. London indicated that she could send a letter to the County Solicitors with those concerns and asked that these concerns be resolved in 60 days. **MOTION:** Rev Bennethum made a motion for have Ms. London send the letter to the County Solicitors; seconded by Mr. Eggert; all were in favor and the motion carried.

### **MUNICIPAL LANDS**

Ms. Leinbach indicated that Mr. Rhoads has done a lot of work on the stormwater channel on Jacksonwald Avenue.

### **NEWSLETTER**

The next newsletter is scheduled to go out the first week in June.

### **LIBRARY LIAISON - WARREN LUBENOW**

Exeter Township has paid to have to the building cleaned and stripped of all of the mold.

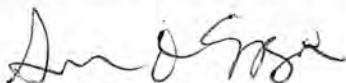
### **EXECUTIVE SESSION**

Council needs to have an execution session requested by Ms. London to discuss potential litigation.

**MOTION:** Mr. Eggert made the motion to go into executive session to discuss potential litigation; seconded by Mr. Davidson; all were in favor and the motion carried. Council went into executive session at 7:59 PM. Council came out of executive session at 8:38 PM.

**ADJOURNMENT: MOTION:** Mr. Lubenow made the motion to adjourn; seconded by Rev. Bennethum; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:38 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary



**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, JUNE 13, 2019**

**ATTENDANCE:**

Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:**

Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Mr. Gregory Zawilla, Borough Mayor  
Mr. Ty Leinneuber, SDE – Borough Engineer  
Ms. Joan London, Kozloff Stoudt – Borough Solicitor  
Mr. Keith Dmochowski, Reading Eagle  
Mr. Jeff Peiffer, Businessman

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Mr. Robert J. May, Council President, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes from the May 9, 2019, meeting were distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications. **MOTION:** Mr. Rick Davidson made the motion to approve the minutes as presented; seconded by Mr. Michael Fritz; all were in favor and the motion carried.

**TREASURER'S REPORT:** The treasurer's report was presented to Council for review. Mr. May indicated that the sewer loan balances were also available for review. There were no questions, corrections or clarifications to the report and Ms. Leinbach indicated that the treasurer's report could be approved as presented and file it for audit. **MOTION:** Mr. David Eggert made a motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Warren Lubenow; all were in favor and the motion carried.

**GENERAL:** \$393,420.68 **SEWER:** \$322,073.58 **RESERVES:** \$74,789.22 **LIQUID FUELS:** \$270,554.56 **FIRE TAX:** \$13,447.92 **FIRE ESCROW:** \$10.00

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were presented to Council for review. There were no questions, corrections or clarifications. Bills requiring payment and ratification from the general fund totaled \$80,299.00. Bills requiring payment and ratification from the sewer fund totaled \$37,128.85. **MOTION:** Mr. Lubenow made the motion to approve payment and ratification of all bills presented; seconded by Mr. Davidson; all were in favor and the motion carried.

## **PUBLIC HEARINGS, PETITIONS**

**JEFF PEIFFER** – Mr. Peiffer presented before Council for an informal discussion about the Wolfe Dye & Bleach property. Mr. Peiffer is interested in the property for use as warehousing of space heating units. He also indicated that there would be one or two tractor trailer deliveries a week and is willing to secure the building and install cameras. He is well aware of all of the issues with the building and was looking for guidance from Council. Mr. May and Ms. London indicated that a large portion of the issues with that property is floodplain conditions and they suggested that he hire professionals to assist him with those concerns. Council indicated that they would like to see the building occupied and used but some of the issues are out of their hands especially when it comes to FEMA regulations. Council would be willing to work with him on issues that are in their realm of control. There was a short discussion and Mr. Peiffer thanked Council for their time.

## **REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER**

Mr. Leinneweber indicated that there are no updates. The written report was available for review.

## **REPORT OF THE CODE ENFORCEMENT OFFICER - ALLISON LEINBACH**

Ms. Leinbach indicated that she would like to discuss a code enforcement matter in an executive session.

## **REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON**

**CELL TOWER HEARING** - Ms. London indicated that the assessment hearing is scheduled for the cell tower tax exemption on Monday, June 17, 2019, at 10:00 AM. Ms. Leinbach will also be attending the hearing.

**PUC HEARING** - Ms. London indicated that the PUC hearing regarding the sewer plant is scheduled for June 27 and June 28. Mr. May will be attending. This matter needs to be discussed further in executive session.

## **BUDGET & FINANCE - ALLISON LEINBACH**

**EXETER TOWNSHIP REQUEST** - A letter was received from Exeter Township requesting that the Borough consider contributing \$1875.00 in their 2020 budget for upgrades to the Library building. The letter is included in the minutes for details. The Council discussed the matter briefly and the request has been tabled.

**EXETER TOWNSHIP SCHOOL DISTRICT** - As in the past Exeter Township School District has requested a reimbursement of their Borough real estate taxes totaling \$187.42. **MOTION:** Mr. Eggert made the motion authorizing the refund of Exeter Township School District's Borough real estate taxes; seconded by Mr. Lubenow; all were in favor and the motion carried.

## **STREETS & LIGHTS**

**PAYMENT #2 and PAYMENT #3 for GREEN LIGHT GO PROJECT** - Payment #2 to Telco for the Green Light Go project totaled \$4,705.20 and Payment #3 to Telco for the Green Light Go project totaled \$113,793.76. **MOTION:** Mr. Eggert made the motion authoring payment of request # 2 and # 3 to Telco for the above amounts which included a 10% retention; seconded by Mr. Lubenow; all were in favor and the motion carried. Mr. Lubenow commented that he did notice that during the most recent power outage that lasted approximately two and a half hours that the traffic signals were working. Mr. May

ST. LAWRENCE BOROUGH COUNCIL

asked how long the battery backups were supposed to last for which Ms. Leinbach was not sure and would look in to the matter and report back to Council. Mr. May asked whether or not Ms. Leinbach could inquire whether or not there is an option to obtain extra solar backup for the lights.

**STREET LIGHTS** - The street lights on Maci Way and Elm Street have been repaired.

**TEAK STREET LIGHT** - This street light has not been repaired because the Borough is still looking at the best option. To tunnel under the street to avoid overhead wiring which would cost over \$10,000 and solar is not the best option for this location due to all of the vegetation and trees in this area.

#### **SANITARY SEWER**

Rev. Bennethum indicated that he had received a phone call from Mrs. Joan Eshelman because the water company turned her water off. Ms. Leinbach indicated that Mrs. Eshelman did call the Borough office and the Borough did address the issue. Apparently there was a technical glitch with the computerized payment and the payment was actually received and the water company turned her water off for nonpayment. The water company claims they sent notice and posted the property and Mrs. Eshelman claims that that did not happen. The Borough did call the water company and her water was restored within two hours. Council indicated that they would like Ms. Leinbach to contact the water company and ask them to notify the Borough when they are planning to turn the water off at any residence in the Borough so that we can address issues such as what happened at Mrs. Eshelman's property in the future.

#### **TRASH & RECYCLING**

The week of Memorial Day it was noted that trash and recycling were being thrown into the same truck. This was addressed with Mascaro.

#### **RECREATION - DAVID EGGERT**

The playground opened on June 10, 2019. The attendance numbers have been great for the first few days. The morning sessions with rain was about 10-15 kids and without rain up to 33. The evening sessions are ranging from 25 – 42 depending upon the weather.

#### **NEWSLETTER**

The newsletter went out the beginning of June.

#### **JOINT MUNICIPAL MEETING**

Mr. Lubenow indicated that the topic of discussion had to do with volunteerism with fire companies having manpower issues and that equipment is not being properly maintained for those reasons.

#### **PUBLIC WORKS - DERREK RHOADS**

Mr. Rhoads has submitted a public works report for review. Mr. Fritz commented about some of the stormwater grates being on backwards and not directing water properly. Mr. Lubenow indicated that we should have the Borough building checked for hail damage because during the last storm earlier in the week he had issues with siding and his roof at his home.

**NEW BUSINESS**

**COMMUNITY PARK** - Ms. Leinbach informed Council that she had an informal meeting with Exeter School District and Exeter Township regarding Community Park. They were looking for the Borough to pay a third of the cost to rebuild Community Park. The estimate to rebuild would cost between \$600,000 to \$700,000. Ms. Leinbach informed them that she could pretty much assume that Council would never agree to that and that if a less expensive option was offered she would bring it to Council at that time but that the Borough has their own playground to maintain.

**INCOMING & OUTGOING COMMUNICATION**

Mr. Lubenow told Council that Mr. Tom Beil was very appreciative and complementary of the work that was done by Mr. Rhoads on the Jacksonwald Avenue swale.

**EXECUTIVE SESSION:** Mr. May indicated that Council needed an executive session to discuss potential litigation. **MOTION:** Mr. Eggert made the motion to enter into executive session to discuss potential litigation; seconded by Rev. Bennethum; all were in favor and the motion carried. Council entered into executive session at 8:21 PM. Council came out of executive session at 8:48 PM.

**ADJOURNMENT- MOTION:** Mr. Eggert made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:48 PM.

Respectfully submitted,



Susan D. Eggert, Borough Council

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
MONDAY, JULY 15, 2019**

**ATTENDANCE:**

Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:**

Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Mr. Gregory Zawilla, Borough Mayor  
Mr. Ty Leinneweber, SDE, Borough Engineer  
Ms. Joan London, Kozloff Stoudt, Borough Solicitor- 8:45 PM

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order at 7:30 PM by Council President, Mr. Robert J. May.

**APPROVAL OF THE MINUTES:** The minutes from the Thursday, June 13, 2019, meeting were distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

**TREASURER'S REPORT** - The treasurer's report was presented to Council for review. There were no questions, corrections or clarifications to the report and Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. The sewer loan balances are included at the bottom of the report which separates out interest to give a better understanding about the sale of the sewer plant. **MOTION:** Mr. Michael Fritz made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Warren Lubenow; all were in favor and the motion carried.

**GENERAL:** \$420,683.01 **RESERVES:** \$75,050.84 **FIRE TAX:** \$15,458.34 **SEWER:** \$290,831.00 **LIQUID FUELS:** \$170,897.61  
**FIRE ESCROW:** \$10.00

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were presented to Council for review. There were no questions, corrections or clarifications. Bills requiring payments and ratifications from the general fund totaled \$72,478.88. Bills requiring payment and ratification from the sewer fund totaled \$20,370.94. Bills requiring payment from the fire tax fund totaled \$672.90. Bills requiring payment from the liquid fuels account totaled \$3,665.46. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented for payment and ratification; seconded by Mr. Davidson; all were in favor and the motion carried.

**REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER**

Mr. Leinneweber indicated that there was nothing new to report. The report is included for review.

**REPORT OF THE CODE ENFORCEMENT OFFICER - ALLISON LEINBACH**

**WOLFE DYE & BLEACH** - Currently they have started to board the building up for security reasons and debris has been cleared out around the bridge.

**REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON - ARRIVING AT 8:45 PM**

**NOTICE OF VIOLATION FROM AVSC** - The Antietam Valley Shopping Center has filed an appeal for their stormwater NOV. Ms. London is attempting to contact their attorney to discuss. What would be required to rectify the problem would be to replace and/or repair the existing manhole which has collapsed with new pipe and a sump pump and the new style grate (bicycle type grate).

**ORDINANCE 311/ZONING ORDINANCE** - We have been receiving complaints from a resident about a neighbor parking trailers and recreation vehicles on the street or front or side yard which according to these two ordinances are not allowed. There was a discussion with regard to these somewhat dated ordinances; the main problem is that we will have to go after all the residents who do this which would actually require an additional code enforcement officer. Council was asked to review these two ordinances for further discussion next month.

**CELL TOWER EXEMPTION HEARING** - Ms. London indicated that she attended the hearing for the cell tower tax exemption hearing but she has not received a decision yet at this point.

**UNPAID FIRE TAX 2017** - The liens have been placed on the properties.

**PUC HEARING** - Ms. London indicated that she and Mr. May attended the hearing on June 28, 2019 on behalf of the Borough's interest with regard to the sale of the wastewater treatment plant. Ms. London indicated that she has filed on behalf of the Borough.

**PA AMERICAN AGREEMENT** - Ms. London indicated that the PA American Agreement is ready to be signed. Mr. Fritz had a few concerns which Ms. London addressed. She further explained that this agreement has nothing to do with the sale of the plant or our issues with Exeter Township. This agreement is addressing the method of billing once the plant is actually sold. The Borough will remain a bulk customer, two years of water meter reads and method of billing. **MOTION:** Mr. Eggert made the motion authorizing Council President and Borough Secretary to sign the agreement; seconded by Rev. Bennethum; all were in favor and the motion carried.

**REPORT OF THE BOROUGH MAYOR - GREGORY ZAWILLA**

**NATIONAL NIGHT OUT** - The Borough received a request from Central Berks Regional Police for a contribution of \$500 for National Night Out which is scheduled for Tues. August 6. **MOTION:** Mr. Eggert made a motion authorizing the contribution of \$500 to Central Berks Regional Police for National Night Out; seconded by Mr. Fritz; all were in favor and the motion carried.

**STREETS & LIGHTS**

**STREET LIGHT AT TEAK/PATTON** - We have received a complaint from a resident on Patton Street about the street light that is still not working. We are continuing to research what can be as far underground wiring or solar. The best option would most likely be to relocate the pole to make a shorter electric run. This will continue to be investigated.

## **SANITARY SEWER**

**RESOLUTION 819-2019** - Resolution 819-2019 appoints SDE as the Sewer Enforcement Officers as well as naming a specific individual as well as alternates. This Resolution is included in the minutes for details. **MOTION:** Mr. Eggert made the motion to adopt Resolution 819-2019; seconded by Mr. Fritz; all were in favor and the motion carried.

**RESOLUTION 820-2019** - Resolution 820-2019 sets the fee schedule for the sewer enforcement officers. This Resolution is also included in the minutes for details. **MOTION:** Mr. Eggert made the motion adopting Resolution 820-2019; seconded by Mr. Fritz; all were in favor and the motion carried.

## **TRASH & RECYCLING**

**BID SPECS** - The bid spec will be available in August for review by Council. There was a discussion about options that could be added to the bid spec for review in August.

## **RECREATION - DAVID EGGERT**

Mr. Eggert reported that the recreation program is going very well and has been fairly well attended with the exception of the week of July 4<sup>th</sup> which is always a very slow week.

## **EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT**

Mr. Eggert indicated that he filed the rain report after the last storm late last week. No additional scour on the bridge was noted.

## **NEWSLETTER**

The next newsletter will most likely go out in September.

## **UNFINISHED BUSINESS**

**GREEN LIGHT GO** - All of the intersections are completed. There are 30 day preliminary inspections and a letter was received for repair items that were noted by PennDOT. We are still receiving some complaints about the timing of the signals. There are a few questions we have for PennDOT and TPD with regards to the timing and also obtaining a key to the control boxes.

**SEIDEL STREET/ST. LAWRENCE AVENUE** - Mr. Fritz indicated that he believes that the stormwater grates are on backwards because of the direction that the water is flowing. Ms. Leinbach indicated that she would have Mr. Rhoads check this location out since he is our stormwater specialist.

**LIBRARY** - Mr. Lubenow indicated that he was told that other municipalities were also sent the same letter as the Borough with regards to the request for monies in 2020 for the upgrades to the library building from Exeter Township.

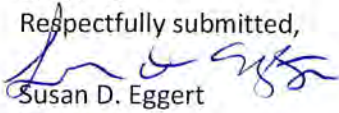
**EXECUTIVE SESSION:** Ms. London asked for an executive session to discuss potential litigation.

**MOTION:** Mr. Eggert made the motion to go into executive session to discuss potential litigation; seconded by Mr. Lubenow; all were in favor and the motion carried. Council entered executive session at 8:24 PM. Council came out of executive session at 8:50 PM. No further action was taken at this time.



**ADJOURNMENT: MOTION:** Mr. Steve Geibel made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:51 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary



**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
MONDAY, AUGUST 12, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Steve Geibel, Councilman

**OTHERS IN ATTENDANCE:** Ms. Allison A. Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Mr. Gregory Zawilla, Borough Mayor  
Mr. Ty Leinneweber, SDE, Borough Engineer  
Ms. Joan London, Kozloff Stoudt, Borough Solicitor  
Chief Raymond Serafin, Central Berks Police Chief

**ABSENT:** Mr. Michael Fritz, Councilman  
Mr. Warren Lubenow, Councilman

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes from the previous meeting held on Monday, July 15, 2019, which was rescheduled from the Thursday, July 11, 2019; the proof of publication is attached. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

**TREASURER'S REPORT:** The treasurer's report was distributed to members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the report. Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. **MOTION:** Mr. Davidson made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Eggert; all were in favor and the motion carried. Ms. Leinbach indicated that the fire escrow account has been closed. The sewer loan balances were available for review.

**GENERAL: \$391,013.28 RESERVE: \$75,114.59 FIRE TAX: \$17,220.70 SEWER: \$289,538.79 LIQUID FUELS: \$167,262.03**

**APPROVAL OF THE BILLS:** All bills requiring payment and ratification from the general, sewer, fire tax and liquid fuels accounts were available for review. Bills requiring payment and ratification from the general fund totaled \$77,442.93. Bills requiring payment and ratification from the sewer fund totaled \$12,574.23. Invoices submitted for payment from the fire tax fund totaled \$12,976.50. Invoices requiring payment from the liquid fuels account totaled \$20,587.50. There were no questions, corrections or clarifications to the bills report. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Davidson; all were in favor and the motion carried.

**REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER**

**READING REAL ESTATE** - Ms. London has spoken to their attorney, Mr. Mark Koch, indicating that a land development approval is needed because of the change in use. On July 23, 2019, a revised plan was submitted however Mr. Leinneweber indicated that there are still issues with parking and uses that needed to be addressed further. Ms. Leinbach indicated that as the zoning officer she feels that a variance would be required and they would need to go before the Zoning Hearing Board for to address this matter.

**AVSC** - Ms. London has also talked to the attorney, Mr. Mark Koch, about the stormwater violation that was sent to the shopping center regarding the sink hole and what would be required to fix the situation. Ms. London is negotiating at this time.

**WOLFE DYE & BLEACH PROPERTY** - The property has been boarded however we need to investigate as to whether the outside weeds have been addressed.

**REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUTD**

**STORMWATER AGREEMENT** - The Stormwater Controls and Best Management Practices Operations and Maintenance Agreement is prepared and ready to be signed and filed for the Cell tower located at the Shirk Stadium. The agreement will be included in the minutes. **MOTION:** Mr. Eggert made the motion authorizing Council President to sign the agreement; seconded by Mr. Davidson; all were in favor and the motion carried.

**DECISION FROM PUC** - The decision for the settlement from the PUC for the Lower Alsace Customers requires that Exeter Township reimburse those customers the total amount of all charges since they did not have authority to provide service. No decision on the Borough’s claim at this time.

**UNPAID 2018 FIRE TAX** - The Cuesta property at 3614 Jacksonwald Avenue has remained unpaid; the property owner was sent certified mail informing them that this was going to be going to lien if it remained unpaid. There has been no response from the property owner therefore Ms. Leinbach is asking Council to place a lien on this property for 2017 unpaid fire tax. Ms. Leinbach is also seeking pre-approval to place a lien on the Heitzenrater/Hidalgo property located at 28 N. Bingaman Street since the timeframe to receive payment will be before the September Council meeting. **MOTION:** Mr. Eggert made the motion authorizing the lien for 3614 Jacksonwald Avenue and pre-authorizing the lien for 28 N. Bingaman Street for 2018 unpaid fire tax; seconded by Mr. Davidson; all were in favor and the motion carried.

**REPORT OF THE BOROUGH MAYOR – GREGORY ZAWILLA**

**ORDINANCE 311/TRACTOR TRAILER PARKING** - Mayor Zawilla asked what the status or the plan was to address these ordinances and the ordinance violation for a property on Poplar Drive. Ms. Leinbach indicated that there was a neighbor complaint about the parking of a recreation vehicle in the side yard of a property that apparently has no rear yard for a particular property however the property two doors down is in the same violation for which no complaint has been received. The problem is that the ordinance is very old and not very clear and the ordinance needs to be cleaned up so that enforcement can be done therefore deferring enforcement at this time until the ordinance can be redone.

**BUDGET & FINANCE**

**FIRE TAX LIENS** - The fire tax liens have been addressed and Ms. London will be handling the liens.

**2018 TAX COLLECTOR AUDIT** - The 2018 Tax Collector audit was made available for review. Ms. London reviewed the audit and indicated that this appears to be a clean audit. **MOTION:** Rev. Bennethum made the motion to approve and accept the audit as presented; seconded by Mr. Eggert; all were in favor and the motion carried.

**STREETS & LIGHTS**

**STREET LIGHTS** - The poles for the new light at Teak and Patton and the new lights for Elm Street have been installed. The electric for the light at Teak will be done next week.

**DAMAGED POLES** - Chief Serafin asked if we had any contact information for whom is supposed to take care of the damaged poles. The poles are being replaced but the damaged ones are being left in place which is causing a safety hazard. Mr. Eggert indicated that he could get the information from the Communication Center if that would be any help to them. Chief Serafin indicated that he would take any information that would be available to him.

**TRASH & RECYCLING**

**TRASH BID SPECS** - Ms. Leinbach is working on the trash bid specs which she would like to get to Ms. London next week so that it can be advertised for opening on 9/11/19 so that it can go to Council for approval on 9/12/19. Ms. Leinbach asked if it would be possible to go with a 3 year contract with a 3 year extension. Mr. May also asked if we could specify the day that we wanted trash picked up on for which Ms. Leinbach indicated is already in the bid specifications. Ms. Leinbach also indicated that we really do need to update our trash and recycling ordinance to be able to bill the multi-unit properties for additional trash pickups.

**RECREATION - DAVID EGGERT**

Mr. Eggert indicated that we had a very successful playground program this year with higher attendance then we have had previously given the weather and the excessive heat.

**NEWSLETTER**

The next newsletter should go out mid September to include leaf pick up information and fall information.

**ADJOURNMENT: MOTION:** Mr. Eggert made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:04 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, SEPTEMBER 12, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Ms. Joan London, Borough Solicitor, Kozloff Stoudt  
Mr. Ty Leinneuber, Borough Engineer, SDE  
Mr. Gregory Zawilla, Borough Mayor  
Mr. Charles Gundlach, Resident

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Mr. Robert J. May, Council President, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes from the previous meeting held on Monday, August 12, 2019, were distributed to members of Council for review. There were no questions, corrections or clarifications. **MOTION:** Mr. Rick Davidson made the motion to approve the minutes as presented and file them for audit.

**TREASURER'S REPORT:** The treasurer's report was distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the report. Ms. Leinbach indicated that treasurer's report could be approved as presented and filed for audit. Mr. May indicated that the sewer loan balances could be found at the end of the report as well for review. **MOTION:** Mr. David Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Davidson; all were in favor and the motion carried.

**GENERAL:** \$320,286.44 **RESERVE:** \$75,178.37 **SEWER:** \$339,394.76 **LIQUID FUELS:** \$276,350.02 **FIRE TAX:** \$4,514.77

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification from all funds were presented. Bills requiring payment and ratification from the general fund totaled \$86,446.66. Bills requiring payment and ratification from the sewer fund totaled \$14,143.88. Bills requiring payment from the liquid fuels account totaled \$20,285.67. Mr. Geibel asked who Aquarius Enterprises LLC was and Ms. Leinbach indicated that that is the group who ran the underground wiring for the new street lights on Elm and the replacement light at Patton and Teak. Mr. May asked if the payment to the U. S. Postal Service was to cover newsletter mailings; the answer to that was four mails and the permit fee. **MOTION:** Mr. Warren Lubenow made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Eggert; all were in favor and the motion carried.

## **PUBLIC HEARINGS, PETITIONS**

**CHARLES GUNDLACH** - Mr. Gundlach resides on Kline Avenue. He indicated that he had roof damage during the hail storm in July. Greenawalt Roofing applied for a permit and it took close to two months to get the permit. It was explained that there were pieces of the permit missing and payment of the permit was not made for over three weeks. Mr. Gundlach stated that he came into the office and was told that there was a problem with the permit and was told that Greenawalt Roofing was the problem. Mr. Gundlach indicated that he was dealing with Connie Greenawalt from Greenawalt Roofing and she claimed that all of this was done and that he was a roofer for over 30 years and did not understand why there were all of these issues. Mr. May indicated that the permit process needs to follow a proper procedure and in this case it just didn't happen and that things are different now than they were years ago. He apologized to Mr. Gundlach however the office was helpful in getting him his permit and the work was done. Also Mr. Gundlach had a complaint about this neighbor at 3911 Kline Avenue and fireworks that are being set off every weekend. The office will reach out to the Chief however Mr. Gundlach was told to call the police whenever this occurs.

## **REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE**

**READING REAL ESTATE** - The most recent plan was reviewed and a letter was completed with outstanding items. There is a meeting scheduled next week with Reading Real Estate to go over those items. Mr. Leinneweber and Ms. London will be present for that meeting. The Borough does still feel that they need to go to PennDOT for a HOP which has not been done to date.

**GREEN LIGHT GO GRANT** - PennDOT has given the Borough an extension for the submittal of information since the timelines were too close to the end of the project sign off from PennDOT.

## **REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUTD**

**HANDICAP PARKING AT PLAYGROUND** - Ms. Leinbach informed Council that she feels it is necessary to put a time limit on the handicap parking at the playground because of the need to access the playground and keep the space open for playground use. There is one space marked for parking and the other is crossed hatched. There was discussion and it was decided to cap the time to three hours and also have the cross hatched area as a tow away area and will be marked as such. This would be Ordinance 445. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to draft an ordinance limiting the handicap parking time to three hours to keep it open for playground use and to create the tow away zone; seconded by Rev. Bennthum; all were in favor and the motion carried.

**ANIMAL SERVICES AGREEMENT** - The Borough received information from Safety Net Sanctuary out of Fleetwood to provide us with a facility to send stray animals. The agreement was sent to everyone to review prior to the meeting this evening. They are willing to prorate the cost to cover the Borough for the rest of the year. Council discussed briefly. **MOTION:** Mr. Eggert made the motion to sign the agreement with Safety Net Sanctuary to handle stray animals for the Borough; seconded by Mr. Lubenow; all were in favor and the motion carried.

**CONDITIONAL USE HEARING** - Ms. London indicated that Mr. Dustin Manz is requesting a conditional use hearing before Council to build a house on the property off of Pine Ave and Ridge Street. There are questions with regard to sewer and water however no plans have been filed. Ms. London has been in discussion with his attorney and would like to hold this hearing at the October Council meeting which would be Thursday, October 10, 2019. The hearing will be scheduled for 6:30 PM with the Council meeting to be held immediately following the hearing.

## **REPORT OF THE BOROUGH MAYOR - GREGORY ZAWILLA**

**RESOLUTION 821-2019** - Resolution 821-2019 sets the Halloween Curfew and Trick or Treat Nights. The Borough has set a curfew of 9:00 PM to 6:00 AM for anyone under the age of 18 not accompanied by an adult from Saturday, October 19<sup>th</sup> through to and including Saturday, November 3<sup>rd</sup>. Also trick or treat nights will be Oct 30<sup>th</sup> and Oct 31<sup>st</sup> from 5:00 PM to 9:00 PM. **MOTION:** Mr. Eggert made the motion to adopt Resolution 821-2019 setting Halloween Curfew and Trick or Treat; seconded by Mr. Steve Geibel; all were in favor and the motion carried.

## **BUDGET & FINANCE**

**RESOLUTION 822-2019** - Resolution 822-2019 updates the professional and uniform construction code services fees for 2019. The real change being made is adding in fees for accessibility. **MOTION:** Mr. Eggert made the motion to adopt Resolution 822-2019 updating fees for accessibility, professional and uniform construction code services; seconded by Mr. Davidson; all were in favor and the motion carried.

## **STREETS & LIGHTS**

**GREEN LIGHT GO** - Mr. Eggert asked if the walk through for the traffic signals has been scheduled and the answer is no not yet however Telco has no problem with giving the Borough keys to the control boxes and showing us how to reset the lights and so forth. Mr. Eggert would like to be included in the walk through with Telco when it is scheduled.

**NEW STREET LIGHTS** - The street lights on Elm and Teak/Patton have been installed. Currently Mr. Golashovsky is waiting to do a walk through with First Energy before the lights can be powered.

## **TRASH & RECYCLING**

The bids were opened yesterday and the spread sheet is included with the minutes. The low bidder was J P Mascaro. Ms. Leinbach indicated that the option of providing totes for recycling is also included on the spread sheet and would cost approximately \$22,000 more over the three-year contract to provide those containers. Ms. Leinbach suggested that the Borough try to apply for a grant to cover this cost next year. Council was in agreement with Ms. Leinbach about looking for a grant for recycling containers. **MOTION:** Mr. Lubenow made the motion to go with J P Mascaro as the low bidder for a three-year contract for trash collection contingent upon the review by the Borough Solicitor; seconded by Mr. Eggert; all were in favor and the motion carried.

## **EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT**

**LITTLE TREASURE DAY CARE CENTER** - Little Treasure Day Care Center has submitted an emergency evacuation plan to the Borough. Their emergency evacuation plan is to Community UCC Preschool in case of an emergency. This will be kept on file with the Borough office.

## **NEWSLETTER**

The newsletter will be going out end of September.

## **LIBRARY LIAISON - WARREN LUBENOW**

Mr. Lubenow indicated that the Library is trying to do easy fundraisers to raise money such as Chick-Fil-A days and other restaurants. In addition, Mr. Lubenow reported that the air conditioning went out at the library and Exeter Township picked up the cost of repairing and restoring the air conditioning to the building.

ST. LAWRENCE BOROUGH COUNCIL

9/19

## **NEW BUSINESS**

**BUILDING PROTOCOL FOR ELECTION DAY** - Ms. Leinbach indicated that there have been issues with election day and parking. Residents are coming to vote and the parking lot is parked full mainly because of Women's Club, POS of A and election workers. There needs to be protocol for building use and parking since we already know that next year's presidential election will be very busy. It is suggested that the POS of A be asked to please not meet on election day, ask the election workers to please park at the lower end of the parking lot, the dentist office has already been notified that they cannot park in the lower end of the parking lot during election day and notify the Women's Club that they may not park any of their vehicles in the lot when they are here to sell food so that parking can be left for the residents who are coming to vote. Council was in agreement that this could cause major problems next year and Ms. Leinbach was asked to send those involved a letter. **MOTION:** Mr. Eggert made the motion authorizing Ms. Leinbach to write a list of the protocol of building use for election day and send to those involved; seconded by Rev. Bennethum; all were in favor and the motion carried.

## **INCOMING & OUTGOING COMMUNICATIONS**

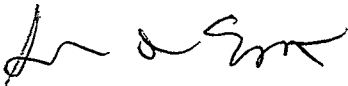
**BERKS PARTNERSHIP** - Mr. Lubenow indicated that he attended the meeting and they were handed the map indicating the cuts in funding for liquid fuels in the near future. It appears that everyone in Berks County will have funding reduced. Also Mr. Lubenow indicated that they are asking for help to get the word out to residents to please fill out the census next year. It was discussed that the best way to do that is to have the tax collector hand out information when residents are paying taxes. **MOTION:** Mr. Lubenow made the motion authorizing the tax collector to hand out information regarding the 2020 census to tax payers; seconded by Mr. Eggert; all were in favor and the motion carried.

## **EXECUTIVE SESSION**

**MOTION:** Mr. Eggert made the motion to go into executive session to discuss potential litigation; seconded by Mr. Davidson; all were in favor and the motion carried. Council went into executive session at 8:44 PM. Council came out of executive session at 8:57 PM.

**ADJOURNMENT: MOTION:** Mr. Eggert made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. Council adjourned at 8:57 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, OCTOBER 10, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Ms. Allison A. Leinbach, Borough Manager  
Mr. Ty Leinneweber, Borough Engineer, SDE  
Mrs. Susan D. Eggert, Borough Secretary  
Chief Raymond Serafin, Central Berks Police  
Ms. MaCherie Dunbar, Representative Chrissy Houlahan's Office

**ABSENT:** Mr. Rick Davidson, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Gregory Zawilla, Borough Mayor  
Ms. Joan London, Borough Solicitor, Kozloff Stoudt

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes of the September 12, 2019, meeting were presented to Council for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Warren Lubenow; all were in favor and the motion carried.

**TREASURER'S REPORT:** The treasurer's report was presented to Council for review. There were no questions, corrections or clarifications to the treasurer's report and Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. The sewer loan balances were also available for review. **MOTION:** Mr. Eggert made the motion approving the treasurer's report as presented and filing it for audit; seconded by Mr. Lubenow; all were in favor and the motion carried.  
**GENERAL:** \$281,208.14 **RESERVES:** \$75,240.17 **FIRE TAX:** \$4,586.74 **SEWER:** \$334,546.73 **LIQUID FUELS:** \$257,005.40

**APPROVAL AND PAYMENT OF THE BILLS**

Bills requiring payment and ratification were presented to Council for their review. Bills requiring payment and ratification from the general fund totaled \$112,341.36. Bills requiring payment and ratification from the sewer fund totaled \$17,978.39. Ms. Leinbach told Council that the invoice for Telco in the amount of \$33,169.79 will be reimbursed to the Borough as an insurance claim minus the \$1,000 deductible; it is the insurance claim for the pole and traffic signal box located in the Auto Zone parking lot that was previously hit and damaged. There was also a discussion about protecting the area



around the pole to prevent this from happening again; sidewalk placement by the property owner or perhaps water barrels. This will be discussed further in the future. **MOTION:** Mr. Eggert made the motion authorizing the payment and ratification of all bills presented; seconded by Rev. Bennethum; all were in favor and the motion carried.

**PUBLIC HEARINGS, PETITIONS:**

**MACHERIE DUNBAR** - Ms. Dunbar presented this evening representing Representative Chrissy Houlahan’s office. She handed out pamphlets containing information about the services that Representative Houlahan’s office could be of assistance including federal outreach services and assistance with obtaining grants. Council thanked Ms. Dunbar for attending and providing us with the information.

**CHIEF SERAFIN – CENTRAL BERKS POLICE**

Chief Serafin was in attendance this evening. Mr. Lubenow asked what could be done about the firework issue that was discussed last month. Apparently, there is a resident in the area that is setting off fireworks that are not permitted. After a short discussion it was decided that a letter from the Borough should be sent asking that this activity be stopped. The residents were asked to continue calling the police when this occurs.

**REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER – SDE**

**READING REAL ESTATE** - Mr. Leinneweber indicated that there was a meeting held with Reading Real Estate that was attended by Ms. Leinbach, Ms. London, Mr. Rhoads and Mr. Leinneweber. New plans were received and still need to be reviewed. A zoning variance application was received and a hearing is being scheduled, no date for the hearing has been set to date. They are planning on asking for a waiver to go to PennDOT for an updated HOP.

**DUSTIN MANZ** - Mr. Manz’s attorney has filed a conditional use hearing application to go before Council at the November meeting to obtain a conditional use for building his home on the Ridge Street/Pine Avenue property. The hearing will begin at 7:00 PM. They have requested the Topo Map and will be asking for that portion of Pine Avenue to be vacated. After a lengthy discussion about the topographical map Mr. May asked that money be budgeted next year for updating this map. Mr. Leinneweber indicated that the Borough should look into using Lydar PASDA that was used for floodplain mapping which can be used at no cost as a starting point.

**BUDGET & FINANCE**

**FOREIGN FIRE INSURANCE** – The total amount of foreign fire insurance monies received was \$9,124.47. As per the agreement this money will be split 50/50 with Mt. Penn Fire Company and Exeter Township Volunteer Fire Company. The amount of money to be distributed to Mt. Penn Fire is \$4,562.23 and \$4,562.24 for Exeter Township Fire Company. **MOTION:** Mr. Eggert made the motion authorizing the funds to be released as stated above; seconded by Mr. Lubenow; all were in favor and the motion carried.

**BUDGET MEETING** - The budget meeting will be scheduled for Wednesday, November 13, at 7:30 PM. This will need to be advertised as a special meeting. **MOTION:** Mr. Eggert made the motion to advertise the budget meeting for November 13, 2019, at 7:30 PM; seconded by Rev. Bennethum; all were in favor and the motion carried.

**MAGISTREIL DISTRICT JUDGE AUDIT 2018** - The audit was available for review. There were no questions. **MOTION:** Mr. Eggert made the motion to accept the audit as presented; seconded by Mr. Lubenow; all were in favor and the motion carried.

#### **STREETS & LIGHTS**

Mr. Golashovsky is waiting to meet with Met Ed to do the walk through so that the new street lights can be energized. The walk through for the traffic signals has not be scheduled as of yet; Mr. Eggert and Mr. May would like to be included in the walk through if at all possible.

**PLANNING COMMISSION** - Planning Commission will meet on Wednesday, Oct 23, at 7:30 PM to discuss the applications for conditional use and zoning variance that were received and give a recommendation.

**ZONING HEARING BOARD** - The zoning board solicitor is in the process of setting up the hearing date for Reading Real Estate. The Planning Commission will review their application later this month.

#### **MUNICIPAL LANDS**

Rev. Bennethum asked Ms. Leinbach if she had been contacted by Mr. Oswald from Lower Alsace Township about sharing in the leaf dump that the Borough was looking into forming at the top of Adams Street. The Borough is not quite ready to begin this process because the agreement with Berks Nature would need to be opened up again so the Borough is currently not using it as a leaf dump. Rev. Bennethum indicated that Mr. Oswald would most likely be contacting the Borough office inquiring about Lower Alsace's interest in using this a leaf dump as well. Ms. Leinbach indicated that their road crew has also been in discussion with Mr. Rhoads in regard to the same project.

#### **NEWSLETTER**

The newsletter was sent out the end of September.

#### **LIBRARY LIAISON**

Mr. Lubenow indicated that the library received a Gold Star rating for promoting literacy from PA Forward. Mr. May asked Ms. Leinbach to send them a congratulations letter. Mr. Lubenow indicated that Rev. Bennethum is willing to take over as the new library liaison in January. This is will also be included in the letter.

#### **NEW BUSINESS**

**MEETING SCHEDULE** - Council was reminded that next year is a reorganization year so the meeting in January will be held on Monday, January 6, 2019 at 7:30 PM. There will be no meeting the second Thursday in January. Also Mrs. Eggert asked Council to look over their calendars and decided whether or not the April Council meeting being held the second Thursday of the month was going to be a problem since it does fall on Holy Thursday and let her know before a meeting schedule is presented in December for advertisement so that the change can be made immediately.

**SAFETY NET SANCTUARY** - The 2020 Safety Net Sanctuary agreement for 2020 is available to signed. They do require a 90-day notice if you are not going to be resigning with their organization for the next calendar year. Since Council agreed to resign with Safety Net information was received from the Animal

Rescue League and forwarded to Council to review before tonight's meeting. The issue at hand will be animal cruelty investigation. Mr. May asked Chief Serafin if there would be an officer willing to go for training to take on animal cruelty cases. The Chief will get back to Council on that matter. The Animal Rescue League is willing to handle animal cases at \$1 per resident which would cost the Borough \$1,809 for the 2020 calendar year on top of what was committed to Safety Net Sanctuary which was \$1000. This will be discussed at the budget meeting to see what funds would be available.

**PRE-EMPTION DEVICES** - Apparently the pre-emption devices are not working properly. This is being looked into at this time by PennDOT as well as the timing of the signals. The Chief reported that the traffic signals are programmed properly just not working properly which is why PennDOT is looking into this matter. Apparently, it is not just our new traffic signals it is the new signals in Exeter and Mt. Penn as well. There was also a discussion about upgrading the light bars for Central Berks with pre-emption devices since we have the most signals; the Chief will do research and report back to the Borough.

**ADJOURNMENT: MOTION:** Mr. Eggert made the motion to adjourn; seconded by Rev. Bennethum; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:58 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, NOVEMBER 14, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Ms. Allison Leinbach, Borough Manager  
Mr. Ty Leinneweber, Borough Engineer  
Mrs. Susan D. Eggert, Borough Secretary  
Ms. Joan London, Borough Solicitor  
Mr. Mark Koch, Attorney- Reading Real Estate  
Mr. Jason Lutz, Owner Reading Real Estate  
Mr. Rob Hain, Berks Surveying

**CALL TO ORDER:** The regular meeting of the Borough Council of St. Lawrence was called to order at 8:55 PM following the Conditional Use Hearing for Mr. Dustin Manz. The Conditional Use Hearing was held before the regular meeting and will be continued on Thursday, December 12, 2019, at 7:00 PM.

**APPROVAL OF THE MINUTES:** The minutes from the previous meeting, Thursday, October 10, 2019, were presented to Council for review. There were no questions, corrections or clarifications to the minutes presented. **MOTION:** Mr. Rick Davidson made the motion to approve the minutes as presented; seconded by Mr. David Eggert; all were in favor and the motion carried.

**TREASURER'S REPORT** – The treasurer's report was distributed to the members of Council for their review. There were no questions, corrections or clarifications. The account balances are stated below. It was also noted the sewer loan balances were available for review. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented; seconded by Mr. Davidson; all were in favor and the motion carried.

**GENERAL:** \$235,441.99 **RESERVES:** \$75,304.07 **FIRE TAX:** \$4,509.50 **SEWER:** \$253,757.50 **LIQUID FUELS:** \$254,506.48

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were presented to Council for review. Bills requiring payment and ratification from the general fund totaled \$70,867.82. Bills requiring payment and ratification from the sewer fund totaled \$109,078.77. Bills requiring payment totaled \$2,516.32. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Davidson; all were in favor and the motion carried.

**REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER**

**READING REAL ESTATE** - The Planning Commission met on Wednesday, October 23, 2019, to discuss and review the zoning variance application for Reading Real Estate located at 3209 and 3209 R Oley Turnpike Road. Mr. Mark Koch, Attorney for the applicant, Mr. Jason Lutz, applicant and Mr. Rob Hain, Berks Surveying were present this evening to review the same application with Borough Council. There is a review letter included in the package and made part of the official minutes from SDE. There is also a letter from the Planning Commission with the results of their extensive review. In summary, the Planning Commission had no problem with the variance requests from the applicant with the exception of the following items: 1) The Planning Commission is not in favor of waiving the land development plan and would like to see a land development plan submitted for this project; 2) The Planning Commission is also not in favor of granting a variance on parking; 3) The Planning Commission has made no recommendation with regard to the variance request on obtaining a HOP from PennDOT and was deferring this to Borough Council and the Zoning Hearing Board. There was a short discussion about the HOP. Mr. Rob Hain from Berks Surveying who was also present this evening indicated that there is no work or proposed work to be done to the property in the PennDOT right of way. Mr. Leinneweber informed Council that that is correct and that if any work would be done to the driveway entrance that that would absolutely trigger a HOP from PennDOT. The Attorney and the applicant feel that PennDOT will not come to them with the work that is being proposed and if they do then they will deal with that when the time comes and are seeking Council's support for this variance request. Mr. May indicated that he would not support the request for a variance from obtaining a HOP from PennDOT. Mr. Lubenow asked to review the plan. Mr. Eggert asked Mr. Leinneweber and Ms. London if PennDOT would come after the work is done whether or not the Borough holds any responsibility and the answer was no. **MOTION:** Mr. Michael Fritz made the motion to send a letter to the Zoning Hearing Board supporting the Planning Commissions letter and support of the variance request for the HOP from PennDOT; seconded by Rev. Bennethum; Mr. Eggert, Mr. Davidson, Mr. Lubenow, Mr. Geibel, Mr. Fritz and Mr. Fritz voting in favor; Mr. May voting against; with a vote of 6 – 1 the motion passed. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to attend the Zoning Hearing Board meeting to look out for the best interests of the Borough; seconded by Mr. Davidson; all were in favor and the motion carried.

**REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUDT**

**ORD 445** - Ordinance 445 is to limit the handicap parking at the playground. Allowing one space with a tow away zone, 3-hour parking limit with a \$25.00 fine and after the third offense the car will be towed. There will be a 30-day timeframe to pay the fine and if not the fine becomes \$100. **MOTION:** Mr. Eggert made the motion to advertise Ord 445; seconded by Mr. Davidson; all were in favor and them motion carried.

**BUDGET & FINANCE**

**2020 PROPOSED BUDGET** - The proposed budget for 2020 was presented to Council for review and discussion. The budget meeting was held on Wednesday, November 13, 2019, at 7:30 PM. There is a .6 mill proposed increase driven by three factors which include trash, police and 911 fees. That would take the general millage rate to 6.85. There is also an increase in the fire tax of .2 mills as per the RFP to

a millage rate of .66. There will also be an increase in the sewer fund contribution to the general fund making the contribution \$40,000. The budget was available for review. It was noted that in addition to the general budget that there is a sewer, fire tax and liquid fuels budget. **MOTION:** Mr. Eggert made the motion to advertise the proposed 2020 budget; seconded by Mr. Davidson; all were in favor and the motion carried.

**ORD 446** - Ordinance 446 sets the 2020 tax millage rate to 6.85 for general and .66 for the fire tax. **MOTION:** Mr. Eggert made the motion to advertise Ordinance 446; seconded by Mr. Davidson; all were in favor and the motion carried.

**COUNTY SHARING AGREEMENT** - The cost sharing agreement with the County for the mailing of the tax bills was available for review. The cost is unknown however in the past the Borough has shared in the cost of the printing and mailing of real estate tax bills. **MOTION:** Mr. Eggert made the motion authorizing Mr. May to sign the cost sharing agreement with the County of Berks for the mailing of the tax bills; seconded by Mr. Lubenow; all were in favor and the motion carried.

### **STREETS & LIGHTS**

**NEW STREET LIGHTS** - We are still waiting on Met-Ed for the street lights to be energized.

### **TRASH & RECYCLING**

**CONTRACT** - Ms. Leinbach indicated that we are still waiting to get the signed contract back from Mascaro for the start of the new contract, 1/1/20.

**CHRISTMAS LUNCHEON** - Mascaro has invited the Borough Council members to a Christmas Luncheon on Dec 6. Mr. Lubenow, Mr. May and Mr. Geibel are planning on attending.

### **ZONING HEARING BOARD**

**VARIANCE HEARING** - The Zoning Hearing Board will be holding a hearing for Reading Real Estate, 3209 Oley Turnpike Road, Reading, PA 19606. They are requesting a number of variances and the application was discussed with both the Planning Commission and the Borough Council. The hearing is scheduled for December 5, 2019. **MOTION:** Mr. Eggert made the motion authorizing Mr. Ty Leinneweber to attend the hearing representing the Borough as well as Ms. London; seconded by Mr. Davidson; all were in favor and the motion carried.

### **MUNICIPAL LANDS**

Mr. Lubenow commented that the no motorized vehicle and no gunning signs are fading and unreadable. He was asking whether or not we could purchase aluminum signs to be hung so that we don't have to keep replacing the paper ones.

### **NEWSLETTER**

The next newsletter will be going out after the December Council meeting.

### **NEW BUSINESS**

**PENNS GHOST PARANORMAL** – Mr. May received an e-mail from the Penns Ghost Paranormal about doing a study in the Borough Hall. Council had no objections and Mr. May has offered to come and stay here during the study and then escort them from the building. The e-mail is included in the minutes for more details.

**GENERAL COMMENTS TO COUNCIL**

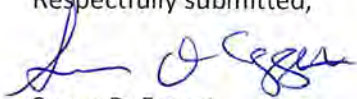
**VAPING** - Mr. Lubenow asked whether or not the Borough should ban vaping on Borough property since we do have a no smoking policy. The Borough office will inquire with the Association of Borough's to find out if that would be included in the no smoking policy.

**EXECUTIVE SESSION**

Council went into executive session to discuss potential litigation. **MOTION:** Mr. Eggert made the motion to enter executive session to discuss potential litigation; seconded by Mr. Fritz; all were in favor and the motion carried.

**ADJOURNMENT: MOTION:** Mr. Eggert made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 10:08 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, DECEMBER 12, 2019**

**ATTENDANCE:** Mr. Robert J. May, Council President  
Mr. David W. Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mr. Warren Lubenow, Councilman

**OTHERS IN ATTENDANCE:** Ms. Joan London, Borough Solicitor, Kozloff Stoudt  
Mr. Ty Leinneweber, Borough Engineer, SDE, Inc.  
Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Dr. Ronald Ivison, Borough Resident  
Mr. Edward Oswald, Reading Eagle

**ABSENT:** Mr. Michael Fritz, Councilman  
Mr. Steve Geibel, Councilman

**CALL TO ORDER:** The regular monthly meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes of the previous meeting which was held on Thursday, November 14, 2019, were distributed to the members of the Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

**TREASURER'S REPORT:** The treasurer's report was distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the report and Mr. May noted that the sewer loan for PNC was provided for review. **MOTION:** Mr. Davidson made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Warren Lubenow; all were in favor and the motion carried.

**GENERAL:** \$201,238.05 **RESERVE:** \$75,358.54 **FIRE TAX:** \$4,818.38 **SEWER:** \$292,935.53 **LIQUID FUELS:** \$245,520.24

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were presented to Council for review. There were no questions, corrections or clarifications to the bills presented.

**MOTION:** Mr. Eggert made the motion authorizing payment and ratifications of all bills presented for payment and ratification; seconded by Mr. Davidson; all were in favor and the motion carried. Bills requiring payment from the general fund total \$99,898.90. Bills requiring payment from the sewer fund total \$7,477.80. Bills requiring payment from the fire tax fund total \$1,800.00.



**PUBLIC HEARINGS, PETITIONS:**

**RONALD IVISON** – Dr. Ivison presented before Council with three concerns.

1. **Adams/Jacksonwald Avenue intersection** - Dr. Ivison indicated that this intersection is extremely dark and he is concerned that the memorial that is in the mall area will be hit because no one is going to see it. Ms. Leinbach indicated that the street light has been out in this area for a few months and Mrs. Eggert indicated that it has been reported to First Energy at least three times and will report it again as a safety issue. The curb on the island will also be repainted to make it more noticeable.
2. **St. Lawrence Avenue/Walnut Street Intersection** - Dr. Ivison indicated that he feels that people are parked too close to the intersection and that when making a turn that this poses a dangerous problem. The one side of the street is already no parking. If he notices anyone parked in the no parking areas of the yellow curb areas that he should report it to the police.
3. **Trash Collection** - Dr. Ivison indicated that his wife has noticed that at least twice a month that the trash hauler is throwing the trash in with the recyclables. It was noted that this needs to be reported to the Borough office each and every time that this occurs because with the new contract there are penalties in place for such violations.

**REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE, INC.**

**READING REAL ESTATE** - There was a variance hearing held on December 5, 2019 for the zoning variance requests for the applicant. Mr. Leinneweber indicated that they did withdraw their request for a parking variance. The Zoning Hearing Board will meet in January to render a decision.

**MIAMI LOUNGE** - Mayor Zawilla asked what was going on with the Miami Lounge. Ms. Leinbach indicated that plans were submitted but rejected because their liquor license was for a restaurant and not a club.

**REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUT**

**ORDINANCE 445** - Ordinance 445 which was for the no parking in the handicap spot at the playground. There were some issues with the ordinance and we are awaiting some replies from Chief Serafin.

**BUDGET & FINANCE**

**2020 BUDGET** - The 2020 budget was posted on the building and advertised in the Reading Eagle. The budget includes a 0.6 mill increase in the general millage and 0.2 mill increase in the fire tax. The general, sewer, fire tax and liquid fuels budgets were all distributed to the Council prior to the meeting for review. There were no questions. **MOTION:** Mr. Eggert made the motion to adopt the 2020 budgets as presented; seconded by Mr. Davidson; all were in favor and the motion carried.

**ORDINANCE 446** - Ordinance 446 sets the 2020 tax millage rate at 6.85 and 0.66 mills for fire tax. **MOTION:** Mr. Eggert made the motion to adopt Ordinance 446; seconded by Mr. Davidson; all were in favor and the motion carried.

**2019 CONTRIBUTIONS** - The list of contributions made in 2018 were presented to Council. Council decided to make the same contributions in 2019 as were made in 2018. The list of contributions

are attached to the minutes for review. **MOTION:** Mr. Eggert made the motion authorizing the following contributions and memberships: Exeter Library \$7236, Berks County Crime Alert \$250, Berks County Solid Waste Authority \$250 and Berks County Conservation District \$250. The Center for Excellence \$500, CO-OP Purchasing Council \$150, Berks County Mayor's Assoc \$50, PSAB \$383, and PSATS \$200; seconded by Rev. Bennethum; all were in favor and the motion carried.

#### **STREETS & LIGHTS**

We are still waiting on First Energy to activate the power on the newly installed street lights. Ms. Eggert will speak with Mr. Golashovsky again to check on the status of the matter. Mr. May indicated that he was at a seminar earlier today with First Energy and will try to contact someone that he met there today to check on the status as well.

#### **SANITARY SEWER**

**ARRO ENGINEERING** - The Borough received a letter from Arro who are the engineers for Mt. Penn Municipal Authority asking for a letter of support for a grant application that they are applying for to install generators at their pump stations. **MOTION:** Mr. Eggert made the motion authorizing Mrs. Eggert to prepare and send a letter of support to Arro for the grant application; seconded by Rev. Bennethum; all were in favor and the motion carried.

#### **TRASH & RECYCLING**

**TRASH CONTRACT** - The trash contract for the next contract starting in 2020 was available this evening to be signed. This was previously authorized.

#### **MUNICIPAL LANDS**

**AERIAL VIEWS** - Mr. Lubenow indicated that he had aerial photographs of the municipal lands that lay out boundaries. Mr. May asked if this could be scanned and sent.

#### **NEWSLETTER**

The newsletter will be going out sometime before the holidays.

#### **LIBRARY LIAISON**

Mr. Lubenow will be stepping down as the liaison and Rev. Bennethum will be taking his spot on the library board.

#### **BOROUGH MANAGER'S REPORT**

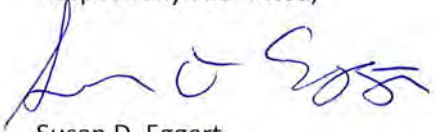
Ms. Leinbach indicated that she had a sit down with PA American to discuss the billing process. There was also a discussion about taking over our own sewer billing since PA American is going to need the water reads to calculate the billing and just eliminating Mt. Penn Water in the billing process.

#### **NEW BUSINESS**

**2020 MEETING SCHEDULE** - The meeting schedule for 2020 Borough Council meetings and Planning Commission meetings were available for review. There are no conflicts. **MOTION:** Mr. Eggert made the motion authorizing the advertisement of the 2020 meeting schedules; seconded by Mr. Lubenow; all were in favor and the motion carried.

**ADJOURNMENT: MOTION:** Mr. Eggert made the motion adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:20 PM.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Susan D. Eggert". The signature is fluid and cursive, with a large initial "S" and "E".

Susan D. Eggert  
Borough Secretary