

**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.

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NEW BUSINESS

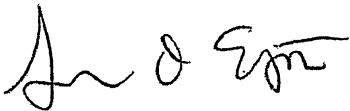
STATEMENTS OF FINANCIAL INTEREST - Statements of Financial Interest were distributed to Council to be filled out and turned into the Borough office by May.

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,

A handwritten signature in black ink, appearing to read 'Susan D. Eggert', written in a cursive style.

Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, FEBRUARY 13, 2020**

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
Mr. Gregory Zawilla, Councilman

OTHERS IN ATTENDANCE: Ms. Allison Leinbach, Borough Manager
Mrs. Susan Eggert, Borough Secretary
Mr. Barrie C. Kinsey, Borough Mayor
Mr. Ty Leinneweber, Borough Engineer, SDE
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Mrs. Donna Kinsey, Resident
Mr. Kyle Brant, Resident
Mrs. Amy Brant, Resident

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

APPROVAL OF THE MINUTES: The reorganization meeting minutes from Monday, January 6, 2020, were presented to Council for their review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the reorganization minutes as presented; seconded by Mr. Warren Lubenow; all were in favor and the motion carried. The meeting minutes from the regular Council meeting held on Monday, January 6, 2020, were presented to Council for their review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. Eggert made the motion to approve the minutes as presented; seconded by Mr. Michael Fritz; all were in favor and the motion carried. The minutes from the Continuance Conditional Use Hearing for Mr. Dustin Manz held this evening at 7:00 PM were presented to Council for their review. It was noted prior to the meeting that the date of the meeting was February 13, 2020 and not February 12, 2020 and the correction will be made to the minutes prior to approval. **MOTION:** Rev. Bennethum made the motion to approve the continuance conditional use minutes with the date change as presented; seconded by Mr. Lubenow; 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 and Mr. May read all of the account balances and noted that the sewer loan balance from PNC was available at the bottom of 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: \$170,786.10 **SEWER:** \$276,482.55 **RESERVE:** \$75,661.10 **LIQUID FUELS:** \$293,267.60 **FIRE TAX:** \$699.50
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2/20

APPROVAL OF THE BILLS: All bills requiring payment and ratification were presented to Council prior to the meeting for review. Rev. Bennethum asked what the invoice for Central Berks Regional Police was for and Ms. Leinbach indicated that that was the light bar with pre-emption devices which was approved a few months ago. Secondly, Mr. Geibel asked who Mogel Speidel was and what service was provided; Ms. Leinbach indicated that that is the law firm for the Zoning Hearing Board and who was also the attorney for the conditional use hearing. There were no other questions. Bills requiring payment and ratification from the general fund totaled \$80,281.90. Bills requiring payment and ratification from the sewer fund totaled \$8,082.56. Bills requiring payment from the fire tax totaled \$2,750 to MPBMA for one half of the fire hydrants. **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, PETITONS:

AMY & KYLE BRANT – 3424 STONER AVENUE - Mrs. Brant introduced herself and indicated that her and her husband and two children have lived in the Borough for approximately 20 years. They present this evening with concern over the feral cat population and what can be done about the problem. She indicated that they are concerned about the damage that has been done to their property, the smell, the anxiety that it has caused to their dog and the fact that it has lowered the property value. They present this evening to find out what can be done about this problem. Mr. May, Council President, indicated that this is not the first complaint that has been received; however, in doing the research that we have done, there really isn't anything illegal about residents feeding the feral cats. Mr. May also indicated that we do participate in a TNR program (Trap, Neuter, Release). All those cats that have neutered will have clipped ears and by doing this it prevents the colonies from reproducing. The Borough understands the issues but at this time there is little that can be done about the problem. There was discussion and Mrs. Brant asked whether or not there could be a ban on feeding feral cats. It was determined that that is not really a great option because of enforcement. Ms. London indicated that there is an ordinance in Lyons Borough that she could forward to Council to review which limits the number of feral cats. Ms. Leinbach also indicated that no animal shelter will take a feral cat and that it is returned to where it came from. If they are willing to provide the Borough with the name and address of the person that is harboring the feral cat colony the Borough can provide them with information about the TNR program which is free but this will not eliminate the feral cats just keep the colonies from growing. This has been in the newsletter in the past but we will include this information again in the upcoming newsletter. The Brant's thanked Council for their time.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE

READING REAL ESTATE - Mr. Leinneweber indicated that we have received a land development plan from Reading Real Estate and this is on the agenda to be reviewed by the Planning Commission on February 26, 2020. Ms. Leinbach indicated that the parking agreement is missing from the plan and will need to be reviewed.

REPORT OF THE BOROUGH MAYOR - BARRIE KINSEY

Mayor Kinsey met with Chief Serafin on February 6, 2020 and indicated that he was very impressed with the service that we have been receiving from Central Berks Police. The police contract will expire at the end of this calendar year and the Chief indicated that the new contract numbers will be based on the needs and the equipment needed to provide the service that we have been receiving in the past. Mayor Kinsey also talked briefly about the state's plans to fund the State Police and that all municipalities will

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have to pay even if they provide their own police protection. We will have to see how this pans out through the house and senate but could definitely be something additional that we would have to budget for in the future if this becomes law.

BUDGET & FINANCE - ALLISON LEINBACH

UNPAID REAL ESTATE TAXES 2019: Mrs. Susan Eggert indicated that there were 11 real estate bills that were not collected totaling \$4,980.66 that she would like to be exonerated from and have turned over to Berks County Tax Claim for collection. **MOTION:** Mr. Eggert made the motion exonerating Mrs. Eggert from the 11 unpaid real estate tax bills totaling \$4,980.66 and turn them over to Berks County Tax Claim for collection; seconded by Mr. Lubenow; all were in favor and the motion carried.

UNPAID REAL ESTATE FIRE TAX: Mrs. Susan Eggert indicated that there were 11 real estate fire tax bills that were not collected totaling \$510.01 that she would like to be exonerated from collecting and turn them over to the Borough for collection. **MOTION:** Mr. Eggert made the motion exonerating Mrs. Eggert from the collection of 11 real estate fire tax bills totaling \$510.01 to be turned over the Borough for collection; seconded by Mr. Lubenow; all were in favor and the motion carried.

RESOLUTION 828-2020 - Resolution 828-2020 appoints a primary and alternate delegate to the Berks County Tax Collection Committee. Ms. Jennifer Savage, Exeter Township will be named the primary delegate and Ms. Allison Leinbach will be named the alternate. **MOTION:** Mr. Eggert made the motion to adopt Resolution 828-2020 naming a primary and alternate delegate to the Berks County Tax Collection Committee; seconded by Mr. Lubenow; all were in favor and the motion carried.

RESOLUTION 829-2020 - Resolution 829-2020 names Mid Penn Bank also locally known as Priority First as a banking institution and establishes the signers for the account. Ms. Leinbach explained that Vist Tompkins was only offering 0.8% interest and Mid Penn Bank will over 1.25% interest and will waive all fees. **MOTION:** Rev. Bennethum made the motion to adopt Resolution 829-2020 naming Mid Penn Bank a financial institution and assigning signers to accounts; seconded by Mr. Eggert; all were in favor and the motion carried.

STREETS & LIGHTS

PARKVIEW ROAD BRIDGE REPORT - The bridge was recently inspected; the bridge is now on an every six month inspection cycle. The current inspection indicated that the bridge's deterioration has leveled off and the inspector indicated that he believes there are some repairs that can be done to prolong the life of the bridge. Mr. May is suggesting that we hire the inspecting engineer firm, Makin Engineering, to do a bid spec for us to see what kind of work can be done to prolong the life of the bridge. Mr. May suggests that Council authorize Ms. Leinbach to hire Makin Engineering to provide a specs for work that can be done to repair the bridge up to \$5,000. **MOTION:** Mr. Eggert made the motion authorizing Ms. Leinbach to hire Makin Engineering to do bid specs for repairs to the Parkview Road Bridge up to \$5,000; seconded by Mr. Geibel; all were in favor and the motion carried.

PLANNING COMMISSION

RESOLUTION 827-2020 - Resolution 827-2020 appoints Mr. Tyler Neiswender to replace Mr. Gregory Zawilla on the Planning Commission for the remainder of his term which is set to expire 4/1/24; seconded by Mr. Geibel; all were in favor and the motion carried. Mr. Zawilla resigned from the Planning Commission since becoming a Councilman.

SANITARY SEWER - Mr. May indicated that he would like to update Council on the potential litigation involving the sanitary sewer. This will be held in executive session after the regular meeting.

ST. LAWRENCE BOROUGH COUNCIL

TRASH & RECYCLING

We continue to have weekly issues.

RECREATION

We have found two playground leaders. They will be helping at the Easter Egg Hunt and we will talk to them further about the playground program.

STATEMENTS OF FINANCIAL INTEREST - Statements of Financial Interest were distributed to the members of Council. These need to be completed by May 1, 2020.

GENERAL COMMENTS TO COUNCIL

ART SECHRIST - Ms. Leinbach indicated that she was contacted by Mr. Art Sechrist, who actually grew up in the Borough with regard to the World War II memorial. He will be paying to have the plaque removed, cleaned and returned to the Borough Hall. He is working with a memorial company and the plaque will be shipped to California to be cleaned. Mr. May asked whether or not we have requested an insurance policy to cover the cost of the plaque should something happen to it in transport for replacement of the memorial. Ms. Leinbach will look into this matter. Mr. Lubenow noted that something about the plaque being cleaned and moved to the Borough Hall should be put in the newsletter. Mr. Lubenow indicated that perhaps more stories like this would get people to read the newsletter.

EXECUTIVE SESSION: Mr. May asked for an executive session to discuss potential litigation and personnel matters. **MOTION:** Rev. Bennethum made the motion to enter executive session to discuss potential litigation and personnel matters; seconded by Mr. Geibel; all were in favor and the motion carried. Council went into executive session at 8:24 PM. Council came out of executive session at 8:50 PM.

PERSONNEL MATTERS: Borough Council discussed wages for the office staff. Mr. Rhoads will be taken to \$25.00 per hour retroactive to 1/1/20. Ms. Leinbach and Mrs. Eggert will be given 2.5% increases since they are salaried employees retroactive to 1/1/20. **MOTION:** Rev. Bennethum made the motion authorizing the pay increases as stated above; seconded by Mr. Fritz; Mr. May, Mr. Geibel, Rev. Bennethum, Mr. Lubenow, Mr. Fritz and Mr. Zawilla were in favor; Mr. Eggert abstained due to personal relationship with Mrs. Eggert; the motion carried.

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 8:52 pm.

Respectfully submitted,



Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, MARCH 12, 2020**

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

OTHERS IN ATTENDANCE:

Ms. Allison Leinbach, Borough Manager
Mrs. Susan D. Eggert, Borough Secretary
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Mr. Ty Leinneweber, Borough Engineer, SDE
Mr. Barrie C. Kinsey, Borough Mayor
Mr. Rob Hain, Berks Surveying
Mr. Jason Lutz, Property Owner, Reading Real Estate

ABSENT:

Mr. Gregory Zawilla, 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 Thursday, February 13, 2020, 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. Michael Fritz; 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 Rev. Bennethum; all were in favor and the motion carried.

GENERAL: \$141,335.36 **RESERVES:** \$75,709.05 **SEWER:** \$299,759.21 **LIQUID FUELS:** \$293,303.57 **FIRE TAX:** \$1,304.45

APPROVAL OF PAYMENT OF THE BILLS: All bills requiring payment and ratification were presented to Council for review. There were no questions, corrections or clarifications of the bills presented. Bills requiring payment and ratification from the general fund totaled \$72,629.28. Bills requiring payment and ratification from the sewer fund totaled \$18,920.29. Bills requiring payment from the liquid fuels fund totaled \$6,053.46. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Rev. Bennethum; all were in favor and the motion carried.

PUBLIC HEARINGS, PETITIONS:

READING REAL ESTATE - Mr. Rob Hain, Berks Surveying and Mr. Jason Lutz, owner of Reading Real Estate, presented before Council this evening with the land development plan that was part of the zoning hearing variance that was granted. They have gone before Planning Commission on February 26, 2020 as well where the attached 17 page review letter from SDE was reviewed and provided to Council for their review as well. A letter from Berks Survey requesting waivers was also reviewed by the Planning Commission and included for Council's review as well. The three waivers that were requested involved sidewalks, shade trees and parking and loading area paving. The Planning Commission's recommendation was to grant the waivers for the shade trees and parking and loading area paving. The waiver on sidewalks was recommended for the purpose of the land development plan however not waived by right of Council to request installation of sidewalks at any time per Borough Code. Mr. Hain explained that they did not feel it necessary at this time because it would not be connected to any other sidewalks and would encourage people to walk in the street for which Council was not in agreement. Ms. London also asked whether or not there was a signed parking agreement in place with the Arbor Inn since the plan is short three parking spaces. Mr. Lutz indicated that this is being worked on by the attorneys at this time. The plan also has steep slope issues that would require a variance but the plan will be rectified and if the need to implement the extra parking that would be pursued at that time. Council discussed the sidewalks; there were strong feelings with regard to sidewalks and that all of the other businesses renovating properties without sidewalks were made to install sidewalks and were given ample time in which to get that done. **MOTION:** Rev. Bennethum made the motion granting the waiver of the shade trees and parking and loading area paving however sidewalks will need to be installed within three years and a parking agreement will need to be signed and filed with the Borough and will be reviewed on an annual basis; seconded by Mr. Geibel; Mr. Geibel, Mr. Fritz, Mr. Eggert and Rev. Bennethum were in favor; Mr. May opposed; the motion carried with a vote of 4-1.

MR. DUSTIN MANZ - Mr. Manz appeared before Council asking whether or not his conditional use hearing could be continued in April. Mr. Manz indicated that he has submitted everything that was asked of him at the last conditional use hearing including the stormwater plans. Mr. Leineweber indicated that he had met with Mr. Gary Kraft at the site and that they are proposing berms every so many feet. Mr. Manz stated that he was not aware that they needed to provide for full rate control but that he has now provided that information. Mr. Manz asked the Borough Council what they were looking for in order to move forward; there was a discussion about the plan stating possible location and the wording was a problem. Mr. May indicated that he could only speak for himself but that he would not vote favorably for a possible dwelling site. If the location were to change it could change everything with the stormwater plan. If the plan said proposed site that would be a start. Mr. Leineweber indicated that he has the plan but has not completed the review on it as of yet but should be able to complete his review by the April meeting. The continuance of the Conditional Use Hearing will be scheduled for April 9 at 7:00 PM.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER

ACRYLABS - At this time Acrylabs is in violation of the sidewalk requirement. This was a condition of the conditional use that was granted to them. Ms. Leinbach had sent a letter to them last year but no further action has been taken at this time. **MOTION:** Mr. Eggeert made the motion authorizing the Borough Solicitor to now send a letter to the property owner informing them of the violation and corrective action that needs to be taken; seconded by Rev. Bennethum; all were in favor and the motion carried.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON

BOROUGH OF LYONS ORDINANCE - Ms. London indicated that she had forwarded the Ordinance that was discussed at the last meeting with regard to harboring of animals to Ms. Leinbach. This will be forwarded to Council for further discussion in April.

WORLD WAR II MEMORIAL - The memorial was sent out for restoration. Ms. London indicated that she did negotiate an agreement to ensure replacement if something were to happen with the monument.

REPORT OF THE BOROUGH MAYOR - BARRIE KINSEY

Mayor Kinsey indicated that he has written an article for the newsletter regarding his meeting with Chief Serafin. He also wanted to let Council know that Exeter Township School District has equipped their buses with dual cameras which he said was a great thing to ensure the safety of our children. Mayor Kinsey also wanted to publicly thank the Reading Eagle for their article on the Borough that appeared in the newspaper sometime over the past month.

STREETS & LIGHTS

INDUSTRIAL GROUND MAINTENANCE - The annual spring street sweeping is scheduled for April 30th and May 1st at a cost of \$2500 which is \$250 more than last year. At an additional cost of \$400 St. Lawrence can be done as well which has been done the past 2 years. **MOTION:** Mr. Eggert made the motion authorizing the proposal by Industrial Grounds Maintenance for the annual spring street sweeping at a cost of \$2500 and \$400 for St. Lawrence Ave; seconded by Mr. Fritz; all were in favor and the motion carried.

PLANNING COMMISSION

RESOLUTION 830-2020 - Resolution 830-2020 would reappoint Mr. James Lewars to the Planning Commission for a five year term. **MOTION:** Mr. Eggert made the motion to adopt Resolution 830-2020 reappointing Mr. James Lewars to the Planning Commission for a 5-year term; seconded by Rev. Bennethum; all were in favor and the motion carried.

RECREATION - DAVID EGGERT

EASTER EGG HUNT - The Easter Egg Hunt is scheduled for Friday, April 10th at 9:00 AM; the possibility of having to cancel the Easter Egg Hunt in light of the coronavirus pandemic was discussed. Council will leave this up to the discretion of the Borough staff. It was noted that the Borough will follow the CDC guidelines with determining whether or not cancel the egg hunt.

EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT

Mr. Eggert noted that the Berks County DES has a website that the public can obtain information regarding the coronavirus pandemic.

MUNICIPAL LANDS

SEEDLINGS - Ms. Leinbach indicated that the Borough has purchased seedlings to plant in the woods, the open areas and at the playground.

ANNUAL HIKE - The annual hike will be on Saturday, April 25th through the Borough lands that is led by Mr. Lubenow.

LIBRARY LIAISON

Rev. Bennethum indicated that the library will be supplementing their fundraising efforts by soliciting sponsors for various events and programs that range from \$50 to \$5,000.

UNFINISHED BUSINESS

STATEMENTS OF FINANCIAL INTEREST – All statements are due to the Borough office no later than 5/1/20.

PUBLIC WORKS REPORT

UGI – The UGI street opening permit fee of over \$100,000 was discussed. The explanation of how this can about was explained to Council.

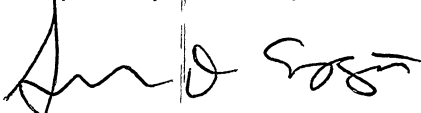
NEW BUSINESS

TRAFFIC SIGNAL AT OLEY TURNPIKE ROAD - We have had numerous complaints about the light at Oley Turnpike Road and Perkiomen Avenue. Mr. Eggert and Mr. May accompanied Mr. Hivner and Mr. Rhoads on a walkthrough with the new signals. Apparently, they watched that light at the intersection and if a car pulls where it is supposed to the light will be triggered with no problem. If a car is not stopped where it is supposed to be stopped the camera will not pick it up and therefore does not recognize a car at the light. This light is working properly.

EXECUTIVE SESSION: MOTION: Mr. Eggert made the motion to go into executive session to discuss potential litigation; seconded by Rev. Bennethum; all were in favor and the motion carried. Council went into executive session at 8:44 PM. Council came out of executive session at 9:05 PM.

ADJOURNMENT: MOTION: Mr. Eggert made the motion to adjourn; seconded by Mr. Geibel; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 9:05 PM.

Respectfully submitted,



Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, APRIL 9, 2020**

ATTENDANCE: Mr. Robert J. May, Council President
Mr. David W. Eggert, Council Vice President
Mr. Michael Fritz, Councilman
Mr. Steve Geibel, Councilman
Mrs. Susan Eggert, Borough Secretary

ZOOM ATTENDANCE: Mr. Gregory Zawilla, Councilman
Mr. Warren Lubenow, Councilman – Joining at 7:38 PM

OTHERS IN ATTENDANCE: Mr. Derrek Rhoads

CALL TO ORDER: The meeting of the St. Lawrence Borough Council was called to order at 7:33 PM by Council President, Mr. Robert J. May.

APPROVAL OF THE MINUTES: The minutes of the March 12, 2020 meeting were distributed to the members present prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made a motion to approve the minutes as presented; seconded by Mr. Michael Fritz; roll call done, Mr. May, Mr. Eggert, Mr. Fritz, Mr. Geibel and Mr. Zawilla all voting in favor; the motion carried.

TREASURER'S REPORT - The treasurer's report was distributed prior to the meeting for review. There were no questions. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented; seconded by Mr. Steve Geibel; roll call done, Mr. May, Mr. Eggert, Mr. Fritz, Mr. Geibel and Mr. Zawilla all voting in favor; the motion carried.

GENERAL: \$202,394.16 **RESERVE:** \$75,973.63 **FIRE TAX:** \$10,006.32 **SEWER:** \$296,470.04 **LIQUID FUELS:** \$339,388.73

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 \$60,392.00. Bills requiring payment and ratification from the sewer fund totaled \$18,451.49. Bills requiring payment from the liquid fuels fund totaled \$2,976.00. **MOTION:** Mr. Eggert made the motion to authorize payment and ratification of all bills presented; seconded by Mr. Fritz, roll call vote done with Mr. May, Mr. Eggert, Mr. Fritz, Mr. Geibel and Mr. Zawilla all voting in favor; the motion carried.

EMERGENCY PROCLAMATION –

The Borough has a proclamation of continuing local disaster emergency Covid-19. **MOTION:** Mr. Eggert made the motion to adopt the proclamation of continuing local disaster emergency COVID -19; seconded by Mr. Geibel; roll call vote Mr. May, Mr. Eggert, Mr. Fritz, Mr. Geibel and Mr. Zawilla voting in favor; the motion carried.

RATIFY EMPLOYMENT OF BRENNAN SCHEETZ – The Borough has hired Brennan Scheetz to assist Mr. Rhoads with projects at an hourly wage of \$12.00. **MOTION:** Mr. Eggert made the motion to ratify the hiring of Mr. Brennan Scheetz at an hourly wage of \$12.00; seconded by Mr. Fritz; roll call vote Mr. May, Mr. Eggert, Mr. Fritz, Mr. Geibel and Mr. Zawilla voting in favor; the motion carried.

ADJOURNMENT: MOTION: Mr. Eggert made the motion to adjourn; seconded by Mr. Fritz; roll call vote Mr. May, Mr. Eggert, Mr. Fritz, Mr. Geibel, Mr. Lubenow and Mr. Zawilla voting in favor; the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 7:40 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Susan D. Eggert', written in a cursive style.

Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, MAY 14, 2020**

ATTENDANCE: Mr. Robert J. May, Council President
Mr. Steve Geibel, Councilman
Mr. Warren Lubenow, Councilman
Mr. Gregory Zawilla, Councilman

OTHERS IN ATTENDANCE: Ms. Allison Leinbach, Borough Manager
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Mrs. Susan Eggert, Borough Secretary
Mr. Derrek Rhoads, Public Works/GIS/Stormwater Specialist

ZOOM ATTENDANCE: Mr. David Eggert, Councilman
Rev. D. Michael Bennethum, Councilman
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 7:31 PM.

APPROVAL OF THE MINUTES: The minutes from the previous meeting held on Thursday, April 9, 2020, 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. Gregory Zawilla made a motion to approve the minutes as presented; seconded by Mr. Warren Lubenow; all were in favor by unanimous vote and the motion carried.

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

GENERAL: \$420,891.88 **SEWER:** \$313,678.31 **RESERVES:** \$76,011.10 **LIQUID FUELS:** \$336,434.26 **FIRE TAX:** \$37,300.31

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were presented to Council prior to the meeting for review. Rev. Bennethum asked what Three Little Pigs was; Ms. Leinbach indicated that that was for playground mulch and pads for under the swings. Bills requiring payment and ratification from the general fund totaled \$100,327.58. Bills requiring payment and ratification from the sewer fund totaled \$10,618.42. Bills requiring payment from the liquid fuels fund totaled \$5,086.45. Bills requiring payment from the fire tax fund totaled \$4,048.78. **MOTION:** Mr. Lubenow made the motion to authorize payment and ratification of all bills presented; seconded by Mr. Zawilla; all were in favor by unanimous vote and the motion carried.

REPORT OF THE BOROUGH ENGINEER

ACRYLABS - The sidewalks have not been constructed as of yet and they are over three years late according to the conditional use that was granted by the Borough Council. The solicitor has sent a letter to them regarding this issue. They are claiming that COVID 19 has prevented this from being completed.

MANZ HEARING - The review letter for the stormwater plans for the Manz Conditional Use hearing that will be continued in June was available for review. There were no questions regarding the review letter that was submitted by Mr. Leinneweber. The hearing will be held on Thursday, June 11, 2020. There was discussion about where and how the hearing will be held in order to comply with the social distancing requirement due to COVID 19. Mr. May indicated that he feels that the best option would be to use would be to set up a tent in the rear parking lot. Another option would be to use the playground or possibly inquire with Community Church about use of their social hall. The hearing will begin at 7:00 PM. No research will be done about where the hearing will take place before advertisement needs to be done. Mr. May indicated that he would also like to address the need for a fire hydrant needs to be addressed as a condition not only to protect the home but also the Borough woodlands. Mr. Rhoads was directed to discuss the possibility with Mt. Penn Water. Council was also asked to direct any questions to the Borough office prior to the hearing in order to expedite the process.

BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUDT

Items were covered under the engineer report. An executive session will be held at the end of the meeting to discuss potential litigation.

BUDGET & FINANCE - ALLISON LEINBACH

FIRE FIGHTER TAX RELIEF - At this time Ms. Leinbach is asking Council to close this out since the deadline was April 1, 2020 and was extended to May 1, 2020. At this time the fire fighter tax relief will be distributed to two individuals. Mr. Steve Geibel will receive \$496.78 and Mr. Tyler Neiswender will receive \$324.46. **MOTION:** Mr. Lubenow made the motion to authorize the distribution of the fire fighter tax relief to the above individuals; seconded by Mr. Zawilla; Mr. May, Mr. Lubenow, Mr. Zawilla, Mr. Fritz, Mr. Eggert and Rev. Bennethum voting in favor and Mr. Geibel abstaining due to personal gain; the motion carried.

RESOLUTION 831-2020 - Resolution 831-2020 will extend the flat rate for real estate taxes until September 30, 2020. The County has asked all municipalities to pass this resolution. There was discussion that there is really no choice in this matter because the bills are combined. **MOTION:** Mr. Lubenow made the motion to adopt Resolution 831-2020 extending the flat rate period for tax collection of County/Borough real estate tax payments until September 30, 2020; seconded by Mr. Zawilla; all were in favor by unanimous vote; the motion carried.

STREETS & LIGHTS

NEW STREET LIGHTS ON ELM AND TEAK - Mr. Zawilla asked when these lights were going to be energized since the lights are up for almost a year at this point. Ms. Leinbach indicated that the building code official, Mr. Golashovsky was in charge of submitting all of the paperwork to First Energy for this project and she will check with him as to the status of this project.

RECREATION

COMMUNITY GARDENS - The gardeners have not been contributing to water bills up until this point and since the price of water has increased significantly Ms. Leinbach was asking whether or not the Borough still wanted to provide water free of charge to the gardens. This was discussed and Ms. Leinbach was directed to have Mr. Sands put a meter in place and the gardeners will be billed for their water usage.

PLAYGROUND PROGRAM - At this time the playground will not open since we need to be at the green phase in order to hold the program. At this time the playground will remain closed.

LIBRARY LIAISON - REV. BENNETHUM

The library has received some type of grant for funding however the library does remain closed at this time.

UNFINISHED BUSINESS

MANZ HEARING - As discussed previously the continuance of the hearing will be held on June 11, 2020 at 7:00 PM.

STREET SWEEPING - The annual spring street sweeping was cancelled. There are no plans at this time to reschedule that event since no cinders were placed on the street during this past winter.

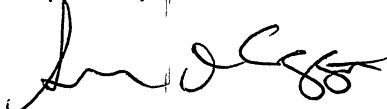
EXECUTIVE SESSION

Mr. May entertained entering into executive session at this time to discuss potential litigation.

MOTION: Mr. Lubenow made the motion to enter into executive session to discuss potential litigation; seconded by Mr. Geibel; all were in favor by unanimous vote; the motion carried. Council entered into executive session at 7:56 PM. Council came out of executive session at 8:30 PM. There was no official business to address after the executive session.

ADJOURNMENT - MOTION: Mr. Lubenow made the motion to adjourn; seconded by Mr. Geibel; all were in favor by unanimous vote; the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:31 PM.

Respectfully submitted,



Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, JUNE 11, 2020**

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
Mr. Gregory Zawilla, Councilman

OTHERS IN ATTENDANCE:

Mr. Ty Leinneweber, Borough Engineer, SDE
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Ms. Allison Leinbach, Borough Manager
Ms. Susan D. Eggert, Borough Secretary
Mr. Barrie Kinsey, Borough Mayor
Mr. Johann Sauer, Borough Resident
Mr. Derrek Rhoads, Public Works/GIS/Stormwater Specialist

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 8:13 PM following the continuance of the zoning conditional use hearing for Mr. Dustin Manz.

APPROVAL OF THE MINUTES: The minutes from the previous meeting held on Thursday, May 14, 2020, were distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications of the minutes presented. **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 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 Rev. Bennethum; all were in favor and the motion carried.

GENERAL: \$475,969.47 **RESERVES:** \$76,047.34 **SEWER:** \$305,681.03 **LIQUID FUELS:** \$331,365.40 **FIRE TAX:** \$42,343.33

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were presented to Council prior to the meeting for review. There were no questions, corrections or clarifications to the bills presented. Mr. May also indicated that the sewer loan balances were available for review as well. Bills requiring payment and ratification from the general fund totaled \$61,254.29. Bills requiring payment and ratification from the sewer fund totaled \$46,588.44. **MOTION:** Mr. Eggert made the motion to authorize payment and ratification of all bills presented; seconded by Rev. Bennethum; all were in favor and the motion carried.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE

Mr. LeinneWEBER indicated that he had nothing new to report.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUT

Ms. London reported that she has filed the writ of summons through the court system against Exeter Township.

REPORT OF THE CODE ENFORCEMENT/ZONING OFFICER - ALLISON LEINBACH

Ms. Leinbach reported that there has been two commercial zoning permits filed; one for signage at the Rite Aid and the other for interior renovations at Exeter Supply. There have been 19 building permits for the first quarter and 13 for the second quarter. At this time there are permits in the midst of being processed.

REPORT OF THE BOROUGH MAYOR - BARRIE KINSEY

Mayor Kinsey's report is included in the minutes for review.

BUDGET & FINANCE - ALLISON LEINBACH

EXETER TOWNSHIP SCHOOL DISTRICT - The Borough has received a letter from Exeter Township School District requesting a refund of the 2020 Borough Real Estate taxes totaling \$179.93. This is for taxes paid on the Administration Building. **MOTION:** Mr. Warren Lubenow made the motion authorizing the reimbursement of \$179.93 to the Exeter Township School District for taxes paid in 2020; seconded by Mr. Eggert; all were in favor and the motion carried.

STREETS & LIGHTS

BINGAMAN STREET - Mr. Rhoads gave Council an update on the Bingaman Street intersection. During the storm last week the controller cabinet was damaged beyond repair and all of the electronic components were fried. A high-tension line came down and basically fried the underground wires to the traffic signal. The total amount to repair will be around \$50,000 according to Telco. Mr. Rhoads also indicated that the battery backups for the traffic signals last approximately six hours. Mr. May indicated that during the walk through with Telco there is room in the controller box for additional battery backups. Council will get a proposal from Telco for the additional battery backups that way there is back up for approximately 12 hours. It was mentioned that Chief Serafin was very thankful for all of the work done by Mr. Rhoads during the storm event and sent an e-mail to Council praising the work done by Mr. Rhoads.

SPEED SENSORY SIGN - Ms. Leinbach mentioned that there is now a solar light on the speed sensory sign. Mr. Rhoads indicated that the battery usually needed to be changed every other day or every third day. Since installing the solar unit he has not needed to be changed in about three weeks.

SANITARY SEWER

It was noted that we have received our first bill from PA American for sewer since they have purchased the plant from Exeter Township. The bill was actually for six months of service and was under \$39,000. Ms. Leinbach and Mr. May were very happy with the that amount. It was also noted that in reviewing the report from DEP that it was noted that Exeter's system was hydraulically overloading which is another argument to support the Borough's claims.

RECREATION - DAVID EGGERT

PLAYGROUND PROGRAM - The summer playground program for 2020 has been cancelled as has many other municipalities including Exeter Township. It was discussed whether or not to open the playground for use. There was discussion and it was decided that the playground will remain closed until we hit the green phase. This will be further discussed at the July Council meeting.

MUNICIPAL LANDS - Mr. May indicated that he has a concern now that Mr. Manz was granted his conditional use to build a home. Since the home is adjacent to the Borough woodlands whether or not a fire hydrant should be installed further up into the woods in case of a fire. It was noted that there is a fire hydrant at the base of Ridge Street and that that should be sufficient in case of that type of emergency.

LIBRARY LIAISON - REV BENNETHUM

The library remains closed at this time. As we move into the next phase which is predicted to be end of June that they will be offering curbside pickup.

NEW BUSINESS

POLICY FOR PROFESSIONAL STAFF - Mr. May indicated that the Borough should implement a policy for contacting professional staff directly. It was noted that the first contact should be Ms. Leinbach and if questions cannot be answered she will go to the professionals for answers and inform everyone with the information.

ADDRESSES FOR SERVICE ALLEYS - It was noted that during trash and yard waste pickups that when problems arise there is no way of knowing what the address of the property in question is because they are not marked. When providing services in those alleys the Borough office felt that the address should be clearly marked. This can also be a potential problem with providing emergency services. Ms. Leinbach indicated that this can be done through property maintenance and Ms. London will draft an ordinance for the July meeting.

STREAMING MEETINGS - It was noted that if we are going to continue streaming meetings we will need to purchase some better equipment. **MOTION:** Mr. Eggert made the motion authorizing the Borough Manager to spend up to \$2000 for purchasing advanced equipment to stream meetings; seconded by Mr. Lubenow; all were in favor and the motion carried.

EXECUTIVE SESSION: MOTION: Mr. Eggert made the motion to go into executive session to discussion potential litigation; seconded by Rev. Bennethum; all were in favor and the motion carried. The Borough Council went into executive session at 8:53 PM. Council came out of executive session at 9:06 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 9:06 PM.

Respectfully submitted,


Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, JULY 9, 2020**

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

OTHERS IN ATTENDANCE: Mr. Ty Leinneweber, Borough Engineer, SDE
Ms. Joan London, Borough Solicitor, Kozloff Stoudt – Arriving at 8:03 PM
Ms. Allison Leinbach, Borough Manager
Mrs. Susan Eggert, Borough Secretary
Mr. Barrie C. Kinsey, Borough Mayor
Mr. Derrek Rhoads, Public Works/GIS/Stormwater Specialist

ZOOM ATTENDANCE: Mr. Robert J. May, Council President

ABSENT: Mr. Gregory Zawilla, Councilman

CALL TO ORDER: The meeting of the St. Lawrence Borough Council was called to order by Council Vice President, Mr. David W. Eggert, at 7:30 PM since Mr. Robert May was only able to attend via Zoom.

APPROVAL OF THE MINUTES: The minutes from the previous meeting held on Thursday, June 11, 2020, were presented 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 Rev. Bennethum; 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 Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. Mr. Eggert indicated as always that the sewer loan balances are included on the report for review. **MOTION:** Mr. Lubenow made the motion to approve the report as presented and file it for audit; seconded by Rev. Bennethum; all were in favor and the motion carried.

GENERAL: \$464,711.12 **RESERVE:** \$76,087.35 **SEWER:** \$300,767.72 **FIRE TAX:** \$44,192.74 **LIQUID FUELS:** \$328,808.98

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. Bills requiring payment and ratification from the general fund totaled \$80,418.66. Bills requiring payment and ratification from the sewer fund totaled \$19,898.44. Bills requiring payment from the liquid fuels fund totaled \$5,933.11. Bills requiring payment from the fire tax fund totaled \$33,536.01. **MOTION:** Rev. Bennethum made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Lubenow; all were in favor and the motion carried.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER

Mr. Leinewebber indicated that he has nothing new to report and his report was distributed to the members of Council for review.

REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUTD

MANZ CONDITIONAL USE DECISION - The written decision prepared by Attorney Jesse Kammerdeiner was distributed to Council prior to the meeting for review. There were no questions and all of the conditions that were discussed at the hearing were in the decision. **MOTION:** Mr. Lubenow made the motion authorizing the signing of the decision; seconded by Mr. Michael Fritz; all were in favor and the motion carried. The decision will be signed and distributed to the applicant and the attorneys.

REPORT OF THE CODE ENFORCEMENT/ZONING - ALLISON LEINBACH

Ms. Leinbach reported that we have been receiving a lot of building permits and zoning permits. There are also a few code enforcement issues being dealt with at this time.

REPORT OF THE BOROUGH MAYOR - BARRIE C KINSEY

Mayor Kinsey's report is included in the minutes for review. The police report was also available for review. Mr. Lubenow asked Mayor Kinsey whether or not he knew if the police were doing any additional training to deal with the actions of the police officers that have been in the media recently. Mayor Kinsey indicated that they are doing what they have always done and sees that there are no problems within their department.

BUDGET & FINANCE - ALLISON LEINBACH

FIRE TAX DISBURSEMENTS - At this time disbursements of \$16,000 each to Mt. Penn Fire Company and Exeter Fire Department are being made from the fire tax fund. Ms. Leinbach indicated that she has kept monies that are needed for fire hydrant maintenance and other upcoming expenses that will need to be made from this fund.

GRANT MONIES - Mr. Geibel asked Ms. Leinbach whether or not the Borough would be able to access any of the funds that were received by the County for the COVID crisis. The Borough had little to no expense due to the COVID crisis.

KOZLOFF STOUTD LITIGATOR - The Borough will need to have a litigator in place to help with the lawsuit that will be filed and Kozloff Stoutd will give the Borough a discounted rate of \$200 per hour for a litigator to aid Ms. London in the discovery phase of the suit. A motion will be needed to authorize the aid of the litigator. **MOTION:** Mr. Geibel made the motion authorizing the hourly rate of \$200 per hour for a litigator from Kozloff Stoutd to aid in the lawsuit regarding sewer; seconded by Mr. Fritz; all were in favor and the motion carried.

TRASH & RECYCLING

Mascaro has undergone a lot of management changes in the last six months. Ms. Leinbach indicated that the last survey that we were asked to fill out she gave them an average rating. They assigned an auditor to the Borough and he has been working with us and the crew. We have not received any complaints in over three weeks about the trash service.

RECREATION - DAVID EGGERT

The playground is open to the public at their own risk. Signs have been placed indicating that the playground is open. There has been a problem with fungi growing in the mulch. It has been identified as deer mushrooms and the mulch supplier has been contacted.

EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT

Lower Alsace Ambulance submitted a quarterly report for the first and second quarter for 2020. This was available to be reviewed and will be part of the minutes.

MUNICIPAL LANDS

Mr. Lubenow stated that he has seen a lot of ailanthus trees in the right of way near the water tower. There are also dozens of them in the area on the trail along the property owned by Mt. Penn Water. Mr. Rhoads with talk to Mt. Penn Water as well as his contact from MetEd with regard to this problem.

INSURANCE

The emergency response for the traffic signal and the work that needs to be done will be covered minus the \$1000 deductible.

NEW BUSINESS

Ms. London arrived late. She indicated that she did prepare the street address for homes using services in the rear to display addresses. This draft will be sent to Council for their review and further discussion at the August Council Meeting.

INCOMING & OUTGOING COMMUNICATION

Mr. Lubenow asked if we could tell how many people are watching the meetings live stream. Mr. Rhoads indicated that he could tell at the end of the meeting how many people watched it live. Mr. Fritz wanted to thank Mr. Rhoads for all of his hard work and commented on the praise that was given by Chief Serafin.

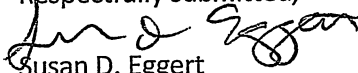
GENERAL COMMENTS TO COUNCIL

COMMUNITY PARK - Mr. Geibel commented on the closing of Community Park.

STREET LIGHTS - Rev. Bennethum commented that the new street lights that were installed on Elm Street approximately 10 months ago are still not working. Ms. Leinbach indicated that there was a lack of communication between Mr. Golashovsky and the Borough and that Mr. Rhoads has completed and submitted all of the paperwork that is required to activate those lights. Of note, during the emergency MetEd ran over one of our signs and six of our cones for which they will be reimbursing the Borough.

ADJOURNMENT: MOTION: Mr. Fritz 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 8:03 PM.

Respectfully submitted,


Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, AUGUST 13, 2020**

ATTENDANCE: Mr. David W. Eggert, Council Vice President
Rev. D. Michael Bennethum, Councilman
Mr. Steve Geibel, Councilman
Mr. Warren Lubenow, Councilman
Mr. Gregory Zawilla, Councilman

OTHERS IN ATTENDANCE: Mr. Ty Leinneweber, Borough Engineer, SDE, Inc.
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Ms. Allison Leinbach, Borough Manager
Mrs. Susan Eggert, Borough Secretary
Mr. Barrie C. Kinsey, Borough Mayor
Mr. Derrek Rhoads, Public Works/GIS/Stormwater Specialist

ZOOM ATTENDANCE: Mr. Robert J. May, Council President

ABSENT: Mr. Michael Fritz, Borough Councilman

CALL TO ORDER: The meeting of the St. Lawrence Borough Council was called to order by Council Vice President, Mr. David W. Eggert, at 7:30 PM.

APPROVAL OF THE MINUTES: The minutes from the previous meeting held on Thursday, July 9, 2020, 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 a motion to approve the minutes as presented; seconded by Mr. Steve Geibel; 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 treasurer's report and Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit.

MOTION: Rev. Bennethum 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: \$431,612.69 **RESERVES:** \$76,125.19 **FIRE TAX:** \$8,353.87 **SEWER:** \$281,189.82 **LIQUID FUELS:** \$325,945.42

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were distributed to the members of Council for review. There were no questions, corrections or clarifications to the bills presented. Bills requiring payment and ratification from the general fund totaled \$80,522.55. Bills requiring payment and ratification from the sewer fund totaled \$47,115.54. Bills requiring payment from the liquid fuels fund totaled \$3,000.38. Bills requiring payment from the fire tax fund totaled \$2,750.00. **MOTION:** Mr. Lubenow made the motion authorizing payment and ratification of all bills presented; seconded by Rev. Bennethum; all were in favor and the motion carried.

PUBLIC HEARINGS

JILL KEMP – Resident at 3945 Lynn Avenue e-mailed with three questions/concerns.

1. Concern about the speeding on Lynn Avenue and was wondering whether or not speed bumps could be placed to slow people down. It was noted that speeds bumps are not allowed on public roadways and would definitely create problems with plowing in the wintertime. It was noted that we own some electronic speed signs and Mr. Rhoads indicated that it could be placed on Lynn Avenue instead of Parkview Road for a time and a street light pole can be used to mount the sign. The data can be downloaded and we can try to pinpoint the average speed and inform the police about the most concentrated time of the speeders so that enforcement can be setup.
2. Ms. Kemp also noted a concern about the lantern flies that are infesting on the stadium property. Ms. London and Ms. Leinbach will work on a courtesy letter to the Diocese asking for their cooperation in removing the ailanthus.
3. Curfews – Her question was, does the Borough have a curfew and the answer is yes. There is an 11:00 PM curfew; if there are any issues this can be reported to the police via the non-emergency number at 610-655-4911.

JOHN PARKER - Mr. Parker resides at 3943 Lynn Avenue. He e-mailed in with concerns about speeding on Lynn Avenue. Again, it was noted that the Borough will be placing the electronic speed sign in this area to get recordings of speeds and correlate with the police for enforcement.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE

MANZ PROPERTY - There has been a timber harvesting plan submitted for the Manz Property. The plans show the entire property available for harvesting which would violate there ESO Plan. This is in the early stages and was only submitted over the past few days and has not yet been reviewed by the engineer. According to Mr. Leinneweber the conditional use that was given would not allow the degree of timbering that is shown on the plan. This plan will be reviewed in detail and a letter will be sent to Mr. Manz.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUT

A draft ordinance was provided for review by Council which would force property owners who receive services in allies or the rear of their properties to proper address the rear of their homes. This ordinance is not ready for advertisement as Ms. Leinbach is recommending some changes to it and the Building Code Official would like to have some input concerning property maintenance. This will be discussed further at the September meeting.

REPORT OF THE CODE ENFORCEMENT OFFICER - ALLISON LEINBACH

Ms. Leinbach indicated that we are in the midst of some code enforcement matters mainly concerning work being done without a permit. There is a plan submission for signage for the Rite Aid and we are trying to work with them on what is being done.

REPORT OF THE BOROUGH MAYOR - BARRIE KINSEY

The police report was available for review.

BUDGET & FINANCE - ALLISON LEINBACH

RESOLUTION 833-2020 - Resolution 833 is a revised fee schedule. The new fee schedule would add fees for pre-lien collection notice because of the extent of work that comes into play when placing a lien. The fee would be for \$25 which would be added to the charge that is being billed. Another addition to the fee schedule is a timber forestry fee of \$250 will be added as an application fee to include plan review and inspection fees. The street opening refundable fee will go from \$75 to \$95. Council reviewed all of the changes. **MOTION:** Mr. Lubenow made the motion to adopt Resolution 833-2020 revised fee schedule; seconded by Mr. Steve Geibel; all were in favor and the motion carried.

STREETS & LIGHTS

NEW STREET LIGHTS - Mr. Rhoads reported that the paperwork for the street lights to be energized was submitted and Met Ed has issued a job number. There were a few things that they have asked to be added and Mr. Rhoads is working with Mr. Golashovsky to get the work done. Once this is done Met Ed said that it would take four weeks to power the lights.

SANITARY SEWER - ALLISON LEINBACH

SEWER USE ORDINANCE - Since Exeter no longer owns the sewer plant Ms. Leinbach is working with PA American to create a new ordinance. Ms. London indicated that she will get copies of sewer use ordinances so that language can be incorporated into the ordinance.

SEWER BILL PENALITIES - Ms. Leinbach indicated that the board of Mt. Penn Municipal Authority voted to waive penalty fees therefore penalties were not added on the sewer portion of the bill. Ms. Leinbach informed them that that was not their decision to make that Council would need to make that decision. Apparently, they have noted that the people who were paying are paying and those that don't pay are not paying anyway despite no penalties. There was discussion and Council decided to not waive the penalties.

SEWER REFUNDS - In reviewing documents from Mt. Penn Water Ms. Leinbach indicated that she discovered that a few customers were being double billed. Dr. Petras who discharges to AVMA was being double billed for five billing cycles and is owed \$327.40 with \$181.20 going to AVMA. It was also discovered that St. Lawrence Properties which is the old Dolan Office Building has been double billed since September 2018 and is owed \$946.75. The total amount of refunds due is \$1,455.35. **MOTION:** Mr. Gregory Zawilla made the motion authorizing the Borough to make the three refunds as noted above; seconded by Rev. Bennethum; all were in favor and the motion carried.

SANITARY SEWER OVERFLOW - During the latest storm event the Borough experience an SSO. This was reported to DEP and the documents are included in the minutes for review.

SEWER BILL FROM PA AMERICAN - It appears that PA American is getting the raw data numbers to do the billing to the Borough. Ms. Leinbach is working on resolving this matter because even the AVMA customers were included in the information. Of note, there was a 1.5 million gallon leak at Community Park and Exeter Township received a sewer bill for \$13,000.

RECREATION

HALLOWEEN CURFEW AND TRICK OR TREAT - Ms. Leinbach indicated that the Borough needs to decide if they are going to implement a Halloween Curfew and whether or not they want to cancel trick or treat this year. There was a discussion and Council decided that a two-week Halloween curfew should be enacted and that residents can decide whether or not they wanted to take their children trick or treating. Residents can decide whether or not to participating by either not answering their door and leaving their lights off.

ST. LAWRENCE BOROUGH COUNCIL

8/20

EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT

Mr. Eggert indicated that he did a windshield survey of the Borough after the last huge rain event and saw no major damage. There were a few trees down including Bingaman Street, Penns Drive, and Parkview Road.

NEWSLETTER

The next newsletter will go out in September.

LIBRARY LIAISON - REV BENNETHUM

The library has provided curbside pickup and that was very well received. They are waiting to hear from the state to find out when they can safely reopen their doors to the public.

UNFINISHED BUSINESS

COMMUNITY PARK - Mr. Lubenow indicated that he received a call from school board member, David Hemberger, to discuss Community Park. Mr. Hemberger presented Mr. Lubenow with two options; one being whether or not the Borough would like to take over Exeter Township's lease or secondly would the Borough be interested in purchasing the property. Mr. Lubenow indicated that he told Mr. Hemberger that he could not speak for Council but that he highly doubted that the Borough would be interested in either of those options. On the same day Ms. Leinbach received a call from Exeter Township inviting her to attend a zoom meeting with the school board members, superintendent, Exeter Supervisors and Ms. Leinbach. Ms. Leinbach asked her whether or not anything has changed since last August when she attended a meeting with the same individuals to which the answer was no. There was some discussion and Council decided to have Ms. Leinbach go back to the school district and Exeter Township to let them know that the Borough has no interest in participating in discussion about Community Park, no interest in taking over the lease and no interest in purchasing the property.

OVERGROWN AILANTUS - Mr. Lubenow asked Mr. Rhoads whether or not he was able to talk to Met Ed or the water company about the overgrown ailanthus on their properties. Mr. Rhoads indicated that he spoke with Met Ed and they are planning on decommissioning the overhead lines and will be eliminating them at that time. Mt. Penn Water indicated that they will take care of removing the ailanthus from their property as well.

NEW BUSINESS

RESOLUTION 832-2020 – Resolution 832 would allow for destruction of municipal records. The list of records to be destroyed was reviewed by Ms. London and approved. **MOTION:** Mr. Lubenow made the motion to adopt Resolution 832-2020; seconded by Rev. Bennethum; all were in favor and the motion carried.

GENERAL COMMENTS TO COUNCIL

FIREWORKS - Mr. Lubenow indicated that he received a call from Dr. Ronald Ivison, former Mayor and Councilman, with regard to fireworks. We know that this has been a problem. Mr. Lubenow asked whether or not we could entertain an ordinance to ban them; Ms. Leinbach indicated that it is a state law and that the only problem with enacting an ordinance is how to enforce it. Ms. London is going to look into whether or not the Borough ordinance could supersede the state law.

ADJOURNMENT: MOTION: Mr. Lubenow made the motion to adjourn; seconded by Mr. Zawilla; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:43 PM.

Respectfully submitted,



Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, SEPTEMBER 10, 2020**

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
Mr. Gregory Zawilla, Councilman

OTHERS IN ATTENDANCE: Mr. Ty Leinneweber, Borough Engineer, SDE
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Mr. Barrie C. Kinsey, Borough Mayor
Ms. Allison Leinbach, Borough Manager
Mr. Derrek Rhoads, Public Works/GIS/Stormwater Specialist
Mrs. Susan D. Eggert, Borough Secretary

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 August 13, 2020, 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. Warren Lubenow; all were in favor and the motion carried.

TREASURER'S REPORT: The treasurer's report was presented to Council for their review. There were no questions, corrections or clarifications to the treasurer's report and Ms. Leinbach indicated that the report could be approved as presented and filed for audit. The sewer loan balance was available for review. **MOTION:** Mr. Eggert 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.

GENERAL: \$354,290.29 **RESERVES:** \$76,360.76 **FIRE TAX:** \$8,880.51 **SEWER:** \$316,041.20 **LIQUID FUELS:** \$322,788.50

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were presented to Council for review. Bills from the general fund totaled \$69,458.38. Bills requiring payment and ratification from the sewer fund totaled \$18,871.66. Bills requiring payment from the liquid fuels fund totaled \$266.00. There were no questions, corrections or clarifications to any of the bills presented. **MOTION:** Mr. Lubenow made the motion authorizing payment and ratification of all bills presented; seconded by Rev. Bennethum; all were in favor and the motion carried.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE

TIMBER HARVESTING PLAN – Mr. Leinneweber indicated that he did review the timber harvesting plan submitted by Mr. Manz. The zoning permit application which is required was forwarded to Mr. Manz however nothing has been received to date. The main concern with the plan that was received is what kind of runoff is going to occur with the timber harvesting. Apparently, the Conservation District does not review plans and will only step in if a problem occurs as a result of the timber harvesting. The other concern is the E&S plan that was submitted for the home will still be valid as that is the plan that the conditional use was based on for the building of the home.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUTT

SHEMANSKI STADIUM - Ms. London indicated that she did send a letter regarding the removal of ailanthus from the property.

REPORT OF THE ZONING/CODE ENFORCEMENT OFFICER - ALLISON LEINBACH

Ms. Leinbach reported that 7 zoning permits were issued, 10 right to know requests, 10 building/plumbing permit applications were received and processed and 5 permits are pending upon receiving further information.

REPORT OF THE BOROUGH MAYOR - BARRIE KINSEY

The mayor read his report and a copy is included in the minutes for review.

BUDGET & FINANCE - ALLISON LEINBACH

TAX COLLECTOR AUDIT REPORT FROM 2019 - The tax collector audit report for 2019 was distributed to Council for review. There were no findings in the report. **MOTION:** Mr. Fritz made the motion to accept the tax collector 2019 audit; seconded by Mr. Gregory Zawilla; all were in favor and the motion carried.

2019 BOROUGH AUDIT - The 2019 Borough audit is available electronically if anyone would like to review it. There were no findings to speak of on the audit. **MOTION:** Mr. Eggert made the motion to accept the 2019 Borough audit; seconded by Mr. Fritz; all were in favor and the motion carried.

ANIMAL CONTROL - Ms. Leinbach indicated that Safety Net Sanctuary has reached out to the Borough about renewing the contract for new year. For 2020 the Borough paid \$1,000 for services; they would like to increase the contract fee to \$2,000. The only information that was provided was they took six animals in for the Borough. She indicated that her costs for vetting have increased but no other information was provided. It was noted the services that they can provide are limited and the contract is pretty open ended so we are not guaranteed of any other fees that could be charged to the Borough. Ms. Leinbach has provided information for Council to review for the Animal Rescue League. The 2021 contract is not available but for full service the Borough could go with the \$2 per capita fee. That cost would be based on the last census of 1809 residents; the cost would be \$3,618 for full service. There was a short discussion. **MOTION:** Mr. Zawilla made the motion to terminate the contract with Safety Net Sanctuary and send them their 90 day notice indicating that the Borough will not be renewing the contract for 2021 and once the contract for 2021 is available for the Animal Rescue League to enter into agreement with them for the \$2.00 per capita fee for full animal services; seconded by Mr. Lubenow; all were in favor and the motion carried.

APPOINTMENT OF CONFLICTS COUNSEL – The Borough needs to appoint a conflicts counsel to handle matters when Ms. London's firm has a conflict with clients. Ms. Leinbach indicated that the Borough used the Zoning Hearing Board attorney for the conditional use hearing for Mr. Manz however if zoning issues come up and he needs to go before the zoning hearing board that would be a problem. Ms. Leinbach searched has found that Mr. Keith Mooney who is a solicitor with Barley Snyder is willing to be our conflicts counsel. The fee schedule is attached; this would be done as Resolution 836-2020.

MOTION: Mr. Eggert made the motion to adopt Resolution 836-2020 appointing the law firm of Barley Snyder as conflicts counsel for the Borough of St. Lawrence; seconded by Rev. Bennethum; all were in favor and the motion carried.

STREETS & LIGHTS

SPEED STUDY DONE ON LYNN AVENUE - Mr. Rhoads did install the speed sensory sign to record speeds on Lynn Avenue and the reports were available in the packets for review. The first report showed speeds with the sign lighting up and the second report showed the speeds on spy mode. The average speed on Lynn Avenue was 22 MPH. These reports do not show excessive speeding.

ELM STREET/TEAK STREET LIGHTS - All of the paperwork has been submitted and Mr. Golashovsky has added all of the fixtures that were requested. The invoice for the connection has been paid and MetED has indicated that the lights will be activated and connected within four to six weeks.

RECREATION – DAVID EGGERT

HALLOWEEN CURFEW AND TRICK OR TREAT - Mrs. Eggert indicated that she has prepared the resolution two ways as instructed. The curfew is the same; Oct 17th through Nov 1st from 9:00 PM until 6:00 AM unless accompanied by a parent or guardian or coming from work. The discussion in August was whether or not to have two nights of trick or treat as before or go with one night. There was a short discussion and Council decided to make it two nights as usual since people like to stay home one evening and go out another evening. This will be done as Resolution 834-2020 with the curfew starting on Saturday, Oct 17th and ending on November 1st from 9:00 PM until 6:00 AM and setting Oct 30th and Oct 31st from 5:00 PM until 9:00 PM for Trick or Treat. **MOTION:** Mr. Eggert made the motion adopting Resolution 834-2020 setting the Halloween Curfew and Trick or Treat nights; seconded by Mr. Fritz; all were in favor and the motion carried.

ZONING HEARING BOARD

RESIGNATION OF LYNN LEINBACH - Ms. Leinbach has submitted a resignation from the Zoning Hearing Board effective August 20, 2020. **MOTION:** Mr. Eggert made the motion to accept the resignation of Ms. Lynn Leinbach from the Zoning Hearing Board and thanked her for her service; seconded by Mr. Robert May; all were in favor and the motion carried.

RESOLUTION 835-2020 - Resolution 835 appoints Mrs. Kristen Livingood to fulfill Ms. Lynn Leinbach's term which will expire on 12/31/22. **MOTION:** Mr. Eggert made the motion to adopt Resolution 835-2020 appointing Mrs. Kristin Livingood to the Zoning Hearing Board; seconded by Mr. Lubenow; all were in favor and the motion carried.

MUNICIPAL LANDS

Rev. Bennethum wanted to thank the efforts of Mr. Lubenow and Mr. Rhoads on the elimination of the ailanthus to control the spotted lantern fly population.

NEWSLETTER

The next newsletter should probably be ready for distribution by the end of September beginning of October.

LIBRARY LIAISON - REV BENNETHUM

The library is still offering the curbside pickup and is awaiting the lifting of regulations to move onto the next step of allowing computer services and entrance to the library.

UNFINISHED BUSINESS

FIREWORKS - Mr. Lubenow asked Ms. London if she had found anything out about state regulation and municipal regulations with regards to fireworks and whether or not fines can be done. There was a discussion; enforcement is the issue and it was determined that if we can get the addresses of the properties where this is occurring a letter can be sent to the resident. This action seemed to be effective last year when this was done for another property.

NEW BUSINESS

RESOLUTION 837-2020 - Resolution 837-2020 is authorizing destruction of municipal records. The attached list was e-mailed to Council for their review to determine if there was anything that they wished to keep on record; there was none. **MOTION:** Mr. Eggert made the motion to adopt Resolution 837-2020 destruction of municipal records; seconded by Mr. Lubenow; all were in favor and the motion carried.

FIRE TAX - There are still a few unpaid fire tax invoices from the calendar year 2019. Ms. Leinbach indicated that a last final notice letter was sent. The next step is a pre-lien letter noting that a lien is going to be placed in 30 days if not paid, first class mail letter stating that in 10 days a lien will be placed and all fees will be added to the invoice. **MOTION:** Mr. Eggert made the motion authoring the certified letters, first class mail letters, and lien being placed on all unpaid 2019 fire tax properties with all fees attached to the lien.

INCOMING AND OUTGOING COMMUNICATION

WOMEN'S CLUB - Mr. Fritz indicated that the Women's Club President, Cheryll Oestrich, reached out to him about the ability to sell food at the upcoming election. Ms. Leinbach did not feel that this was a good idea since the election is going to be busy and parking is limited as well as trying to limit the number of people in and out of the building with COVID 19. There was a discussion and Council determined that they would allow the Women's Club to hold their food fundraiser with the following restrictions; (1) All food prep must be done the night before and removed from the building prior to the opening of the polls; (2) a small tent can be set up outside in the grassy area next to where the Borough Truck is usually parked; (3) No member of the Women's Club or nonresident coming to pick up orders and not coming in to vote may park in the parking lot; (4) no gathering of people coming to pick up, must try to move crowds along; and (5) must follow all CDC guidelines as far as hand sanitizer and masks. **MOTION:** Mr. Eggert made the motion authorizing Mrs. Eggert to send a letter to the Women's Club with the restrictions set by Council for the election day food sale; seconded by Mr. Lubenow; Mr. Zawilla, Mr. Eggert, Rev. Bennethum, Mr. Fritz, and Mr. Geibel voting in favor; Mr. May abstained since he does not come to vote in person.

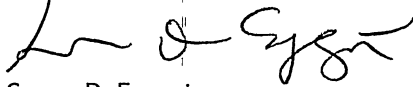
GENERAL COMMENTS TO COUNCIL

REAR ADDRESSING – Mr. Geibel asked about the status of the rear addressing ordinance. Ms. Leinbach said that we are still working on the size of the addressing because depending on how far the property is from the service alley it will not be seen so as soon as that is determined this will be ready for advertisement and adoption.

EXECUTIVE SESSION: Mr. May asked for an executive session to discuss potential litigation. **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 entered executive session at 8:33 PM. Council came out of executive session at 8:44 PM.

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 8:49 PM.

Respectively submitted,



Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, OCTOBER 8, 2020**

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
Mr. Gregory Zawilla, Councilman

OTHERS IN ATTENDANCE: Mr. Ty Leinneweber, Borough Engineer
Ms. Joan London, Borough Solicitor
Ms. Allison Leinbach, Borough Manager
Mrs. Susan Eggert, Borough Secretary
Mr. Derrek Rhoads, Public Works/GIS/Stormwater Specialist
Chief Ray Serafin, Central Berks Police
Mr. Matthew Stairiker, Lower Alsace Ambulance
Mr. Phil Salamone, Lower Alsace Ambulance
Mr. Dustin Manz, Property Owner
Mrs. Samantha Manz, Property Owner

ABSENT: Mr. Michael Fritz, Councilman
Mr. Barrie C. Kinsey, 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 September 10, 2020, meeting were reviewed. 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: There was a revised treasurer's report from August as well as the September report that was distributed to members of Council for review. There were no questions, corrections or clarifications to the reports. **MOTION:** Mr. Eggert made the motion to approve the revised August treasurer's report as well as the September report as presented and file it for audit; seconded by Rev. Bennethum; all were in favor and the motion carried.

GENERAL: \$346,147.37 **RESERVES:** \$76,395.28 **SEWER:** \$302,058.34 **FIRE TAX:** \$9,214.40 **LIQUID FUELS:** \$322,788.50

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were distributed to the members of Council for review. Bills requiring payment and ratification from the general fund totaled \$85,275.95. Bills requiring payment and ratification from the sewer fund total \$41,452.42. Bills

requiring payment from the liquid fuels fund total \$5,933.57. Bills requiring payment from the fire tax fund total \$191.10. There were no questions, corrections or clarifications. **MOTION:** Mr. Lubenow made the motion to authorize payment and ratification of all bills presented; seconded by Mr. Eggert; all were in favor and the motion carried.

PUBLIC HEARINGS, PETITIONS

LOWER ALSACE AMBULANCE – Mr. Matt Stairiker from Lower Alsace Ambulance presented this evening to introduce their new Director of Operations, Mr. Phil Salamone. Mr. Salamone has been with Lower Alsace Ambulance since 2015; he spent 15 years with Kutztown Ambulance prior to coming to Lower Alsace. Mr. Salamone has been very successful in helping Lower Alsace Ambulance get a better handle on their finances and has been able to cut expenses. A second quarter report was sent to the Borough for review and a third quarter report should be available in the near future. Mr. Stairiker indicated the call volume is down slightly due to the COVID crisis since ambulatory procedures were halted and no elective surgeries were being done therefore no complications. The calls that were received were more cardiac arrest and life-threatening matters. Call volume is beginning to pick up slightly and the Borough is currently at 137 calls to date; 2019 total calls were 161 which is about 28% of the calls. Mr. Stairiker indicated that they are currently refurbishing an ambulance which will cost approximately \$105,000.00. They have secured decent financing but they are looking for contributions to the down money needed for this project. They cover four different municipalities and since Lower Alsace Township has given them and financed the last ambulance they are going to the other municipalities asking if they could contribute \$10,000.00 for this project; Mt. Penn, St. Lawrence and Alsace as well as themselves to provide the down deposit. They are looking to do this project in March of 2021. This will be discussed further during the budget process.

CENTRAL BERKS REGIONAL POLICE - Chief Serafin presented this evening because the police contract expires at the end of the year. A cost proposal was submitted to the Borough which proposes a 5% increase in 2021; 4 % increase in 2022 and 2023, 3.5% increase in 2024 and a 3% increase in 2025. Council was in agreement to the cost proposal that was received. **MOTION:** Rev. Bennethum made a motion to accept the cost proposal by Central Berks Regional Police pending review by the Police Commission and the Borough Solicitor; seconded by Mr. Eggert; all were in favor and the motion carried.

DUSTIN & SAMANTHA MANZ - Mr. Manz presented this evening with a few complaints. His main concern is that there is a conflict with the zoning officer. Mr. Manz indicated that he feels that Ms. Leinbach has a conflict being related to one of the residents that showed up at the conditional use hearing and would like to have someone outside of the Borough review his zoning documents. It was noted that Ty Leinneweber of SDE is an assistant zoning officer. Mr. Manz indicated that he feels that the Borough and Ms. Leinbach dragged their feet with his process during the conditional use hearing. He stated that firstly it took him months to get a conditional use application when the Borough had one because it was used in 2016 and that there are no documents related to that hearing available through is right to know request. Ms. London explained that she remembers that hearing well and there are no documents because a transcript was not transcribed because there were no conflicts or concerns and conditions were given without needing to have that document. If Mr. Manz wants a transcript he can order one from the stenography company. Secondly, he had an offer on the land in 2019 and it took until July 2020 to actually get a conditional use on that property. He indicates that in spite of the COVID crisis he felt that that was unacceptable. Thirdly, he argued that the Borough had no sewer enforcement officer which is completely unacceptable and irresponsible on the Borough's end. Mr. May noted that the Borough appointed SSM in January 2020 and was never notified by SSM that they no

longer employed that person and as soon as the Borough was notified SDE was appointed however Mr. Manz feels that that incident held up his project. Fourthly, he sent a right to know request for paid receipts for advertisements of meeting notices was asked for a 30-day extension and how could that not possibly be easily accessible. Fifthly, he had Forester Report which was not presented during conditional use hearings because it is a separate matter and is a use by right and then all of sudden an ordinance was done to add timber harvesting fees and felt that that was done to target him. Ms. Leinbach indicated that he has not been billed or does the Borough have any intention of billing him those fees they were put in place for any further applications that may be received. Mr. Manz went on to say that Mr. Tom Biel had a timber harvest done in 2013 and no plans were submitted and no questions were asked and he was allowed to do his with no issue from the Borough. Mr. May indicated that he has a flat parcel and no steep slopes and owns the property where runoff would occur due to the timber harvesting if that problem would happen. The Borough was a recipient of issues when they did their own timber harvest in steep slope areas and that that is another reason for the concerns. In the end, Council had no issue removing Ms. Leinbach as the Zoning Officer and that Assistant Zoning Officer, Mr. Leinneweber will review all of his applications from here on out. **MOTION:** Mr. Eggert made the motion appointing Mr. Leinneweber of SDE the assistant zoning officer to review all of Mr. Manz's zoning applications; seconded by Mr. Gregory Zawilla; Mr. Eggert, Mr. Zawilla, Mr. Lubenow, Mr. Geibel and Rev. Bennethum voting in favor; Mr. May opposed; the motion carried.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER

MANZ PROPERTY - Mr. Leinneweber indicated that we discussed this matter during public comment however Mr. May indicated that the Conservation District does not review any logging or timber plans unless it causes a discharge at which time they come out and review and assess what needs to be done.

REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON

Ms. London indicated that she and her associate litigators have started to review the documents related to the Exeter Sewer matter.

BUDGET & FINANCE – ALLSION LEINBACH

BUDGET MEETING - The budget meeting will be held on Friday, November 6 at 9:00 AM. This will be advertised for all that would want to attend. **MOTION:** Mr. Eggert made the motion authorizing the budget meeting to be advertised for Fri. Nov 6 at 9:00 AM; seconded by Mr. Lubenow; all were in favor and the motion carried.

FOREIGN FIRE INSURANCE MONIES - The foreign fire insurance monies will be split 50/50 with Exeter Township Fire and Mt. Penn Fire; \$4,608.33 for Exeter and \$4,608.34 for Mt. Penn. **MOTION:** Mr. Eggert made the motion to split the foreign fire monies 50/50 between Exeter Fire and Mt. Penn Fire; seconded by Mr. Lubenow; all were in favor and the motion carried.

STREETS & LIGHTS

Ms. Leinbach told Council that the invoice for the energizing of the new street lights was paid however MetEd processed it as a credit to the account. Our representative was contacted and she has fixed the problem however this will delay the activation of the lights. The timeframe for the energizing of the lights is six to eight weeks so hopefully the lights will be energized shortly after Halloween since the error will cause a small delay.

PLANNING COMMISSION

The Planning Commission will be reviewing and redoing the SALDO and the Zoning Ordinance in 2021.

EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT

Mr. Eggert indicated that he attended the training session last week. The session was on dealing with people with disabilities which was very enlightening.

NEWSLETTER

The newsletter was sent out the last week of September.

NEW BUSINESS

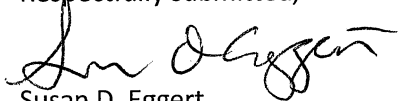
TRUCK - Ms. Leinbach and Mr. Rhoads has been researching the possibility of purchasing a back up truck for snow plowing and yard waste. The Dump truck that we had gotten and was paid 80% by a grant. A price quote was received through Costars for a truck that would be fully outfitted for plowing at a cost of \$40,000. This truck would be a Ford F350. The intention is to pay for the truck with liquid fuels monies. At this time Mr. Rhoads indicated that our roads are in pretty good condition since we are doing crack sealing and feels that if any work needs to be done could be done with micro surfacing for much less than asphalt. **MOTION:** Mr. Eggert made the motion authorizing the purchasing of a Ford F350 truck outfitted for snow plowing at a price of \$40,000 to be paid out of liquid fuels; seconded by Mr. Lubenow; all were in favor and the motion carried.

GENERAL COMMENTS TO COUNCIL

Mr. Lubenow asked why the minutes are not being posted online. When he looked the last minutes that were there were from June 2019. We are working on a new website and we are not sure how to post any documents at this time but the minutes will be posted on the old website tomorrow.

ADJOURNMENT: MOTION: Mr. Eggert made the motion to adjourn; seconded by Mr. Zawilla; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:37 PM.

Respectfully submitted,



Susan D. Eggert
Borough Secretary

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, NOVEMBER 12, 2020**

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. Joan London, Borough Solicitor, Kozloff Stoudt
Mr. Ty Leinneweber, Borough Engineer, SDE
Ms. Allison Leinbach, Borough Manager
Mrs. Susan D. Eggert, Borough Secretary
Mr. Derrek Rhoads, GIS/MS4 Specialist/Roadmaster
Deputy Chief Christopher Jordan, Exeter Township Fire

ABSENT: Mr. Gregory Zawilla, Councilman
Mr. Barrie C. Kinsey, 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 Thursday, October 8, 2020, 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 W. 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 prior to the meeting for review. There were no questions, corrections or clarifications to the treasurer's report and Mr. May read the account balances noting that there is no sewer loan balance listed because the loan was paid in full last month. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report was presented and file it for audit; seconded by Mr. Michael Fritz; all were in favor and the motion carried.

GENERAL: \$303,267.61 **RESERVE:** \$76,423.53 **FIRE TAX:** \$9,762.06 **SEWER:** \$295,544.81 **LIQUID FUELS:** \$317,117.43

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were presented to Council for review and authorization. Ms. Leinbach indicated that 2020 contributions to Berks County Conservation, Berks County Solid Waste Authority and Crime Alert Berks of \$250 each were included in the bills to be paid. There were no questions, corrections or clarifications to the bills presented. Bills requiring payment and ratification from the general fund total \$75,582.05. Bills requiring payment and ratification from the sewer fund total \$11,094.34. Bills requiring payment from the liquid fuels fund total \$3,240.98. Bills requiring authorization from the fire tax fund total \$5,000 which are contributions to the fire companies of \$2,500 each. **MOTION:** Mr. Lubenow made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Eggert; all were in favor and the motion carried.

ST. LAWRENCE BOROUGH COUNCIL

PUBLIC HEARINGS, PETITIONS

DEPUTY CHIEF CHRIS JORDAN - Deputy Chief Jordan presented this evening to Council with an update to the firefighters tax relief. Apparently, the House has passed bjll 1673 which allows municipalities, counties and school districts to give a 100% tax credit to firefighters who meet the criteria for volunteering for their communities. There was discussion and Ms. London will review the bill that was passed. The Borough Council would like to see a joint form to be available and will defer to the County and school for creation of a form. This will need to be discussed further by Council. Council thanked Deputy Chief Jordan for presenting the information this evening.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER

TIMBER HARVEST PERMIT - Mr. Manz filed a zoning permit for timber harvest for review. The application was reviewed and a zoning permit was granted with conditions which Mr. Manz is aware of and has agreed to. Copies are enclosed for review.

WOLFE DYE & BLEACH - There has been an offer on the Wolfe Dye & Bleach property and the gentleman was sent the memo with the issues and what needs to be done on that property. The gentleman does have his own professionals but is still requesting a meeting with the zoning officer. Ms. Leinbach indicated that she does not feel that she should meet with them and that all questions about the property should be submitted and answered in writing; Council and Ms. London agreed.

ACRYLABS - Mr. Fritz asked what was the outcome of the Acrylabs dispute over the sidewalks. The installation of sidewalks was part of the conditional use approval and is now almost 3 year past the date for installation. A letter was sent to them before COVID but no follow through was done; the applicant stated that they could not follow through because of COVID however the deadline was way before COVID even hit by about 2 years. Discussion was held and in the end the Solicitor was authorized to send a letter indicating the Borough will need to receive plans and a paid building permit by December 20, 2020 and complete the project by May 1, 2021 or the occupancy permit will be revoked. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to send the letter with Council's decision; seconded by Mr. Fritz; all were in favor and the motion carried.

REPORT OF THE ZONING OFFICER - ALLISON LEINBACH

MANZ INVOICE DISPUTE - Ms. Leinbach told Council that Mr. Leinneweber did the zoning review for his timber harvest and that invoice was sent to Mr. Manz; Mr. Manz cited a section of code that he feels prohibits the Borough from billing him for those services however this is not a zoning hearing board issue it was a zoning review and the Borough fee schedule allows billing for professional services. Council discussed and is denying Mr. Manz's request to waive that invoice.

BUDGET & FINANCE - ALLISON LEINBACH

PRELIMINARY BUDGETS - The preliminary budgets for the general fund, sewer fund, liquid fuels fund and fire tax fund were distributed to the members of Council prior to the meeting for review. There were some questions and discussion about various fees and line items and all questions were answered. Mr. Lubenow indicated that when he was reviewing the general fund budget that he noted that 54% of the budget is trash service and police services for which Ms. Leinbach confirmed is true. **MOTION:** Mr. Lubenow made the motion to approve the preliminary budgets and authorized Ms. Leinbach to advertise the budgets for adoption at the December 10, 2020 meeting; seconded by Mr. Eggert; all were in favor and the motion carried.

REPORT OF THE BOROUGH MAYOR

The police report was available for review. Ms. Leinbach noted that the police agreement should be available for final approval at the December meeting.

STREETS & LIGHTS

Mr. Rhoads gave an update on the street lights on Elm and Teak/Patton. It appears that Met Ed misplaced the paperwork for the street lights and now could be a 6 month wait to have the lights activated. Mr. Rhoads has been working with a contact at Met Ed to expedite this process.

NEWSLETTER

The next newsletter will go out sometime after the December Council meeting.

LIBRARY LIAISON - REV BENNETHUM

They are currently working on their budgets for 2021 and working on a plan to open the lobby for people to utilize internet services. Rev Bennethum also indicated that the Exeter Library still has the highest circulation in the County even through the COVID crisis.

NEW BUSINESS

RESOLUTION 838-2020 - Resolution 838-2020 is authorizing the destruction of municipal records. Mrs. Eggert indicated that the list was e-mailed to all members to review. All records are eligible for destruction under the Municipal Records Retention Manual. **MOTION:** Mr. Eggert made the motion to adopt Resolution 838-2020 destruction of municipal records; seconded by Mr. Lubenow; all were in favor and the motion carried.

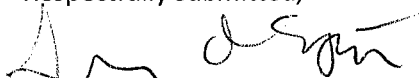
NEW TRUCK - The Ford F 350 truck should be available for delivery next week from the New Holland Auto Group outfitted with plow and accessories. The total invoice is \$40,433.00 to be paid out of liquid fuels. **MOTION:** Mr. Eggert made the motion authorizing payment from the liquid fuels fund for the purchase of the new Ford F350 truck; seconded by Mr. Fritz; all were in favor and the motion carried.

GENERAL COMMENTS

DECEMBER MEETING - Mrs. Eggert asked if there were any members of Council who would not be attending the December meeting to assure that there is a quorum. Mr. Fritz indicated that he will not be in attendance.

ADJOURNMENT: MOTION: Mr. Eggert made the motion to adjourn; seconded by Mr. Fritz; all 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

ST. LAWRENCE BOROUGH COUNCIL

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**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, DECEMBER 10, 2020**

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
Mr. Gregory Zawilla, Councilman

OTHERS IN ATTENDANCE: Mr. Barrie C. Kinsey, Borough Mayor
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Mr. Ty Leinneweber, Borough Engineer, SDE
Ms. Allison Leinbach, Borough Manager
Mrs. Susan Eggert, Borough Secretary
Mr. Derrek Rhoads, Roadmaster/GIS Specialist

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, November 12, 2020, 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. Warren Lubenow; 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 treasurer's 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: \$252,265.12 **RESERVES:** \$76,452.74 **FIRE TAX:** \$5,167.46 **SEWER:** \$337,128.42 **LIQUID FUELS:** \$313,996.66

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were distributed to the members of Council for review. Mr. Geibel asked if the New Holland Auto Group to be paid out of liquid fuels for the new truck was for the truck fully equipped and Ms. Leinbach answered that yes that the truck is fully equipped and ready to go and that is the entire amount of the invoice under CoStars. Bills requiring payment and ratification from the general fund total \$67,178.54. Bills requiring payment and ratification from the sewer fund total \$39,395.37. Bills requiring payment and ratification from the liquid fuels fund total \$43,406.29. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Gregory Zawilla; all were in favor and the motion carried.

REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER

TIMBER HARVESTING - Mr. Leinneweber indicated that Mr. Manz has indeed done is timber harvest. Mr. Lubenow asked whether or not the skid rows were going to be reseeded and restored because he was up in that area and indicated that it appears to be in need of restoration. Mr. Leinneweber indicated that that would have to be investigated and inspected and he would report back at the next meeting.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON

POLICE AGREEMENT - The Police Agreement with Central Berks Regional Police starting in 2021 and ending in 2025 was reviewed by Ms. London and the only changes to the previous contract were the dates and amounts. Resolution 840-2020 will need to be adopted to execute the agreement. **MOTION:** Mr. Eggert made the motion to adopt Resolution 840-2020 to execute the police agreement for the next 5 years; seconded by Mr. Lubenow; all were in favor and the motion carried.

ANIMAL RESCUE LEAGUE - Ms. London also reviewed the agreement for the Animal Rescue League. The Borough has chosen to go with the option of the \$2 per capita fee which includes all services.

MOTION: Mr. Eggert made the motion authorizing the Council President to sign the agreement with the Animal Rescue League for the \$2 per capita fee for all animal services; seconded by Mr. Lubenow; all were in favor and the motion carried.

REPORT OF THE BOROUGH MAYOR - BARRIE KINSEY

Mayor Kinsey's written report is included in the minutes for review. Mr. Lubenow indicated that there were two vehicle break ins just over the line into Exeter in the Marywood area where weapons were stolen. Mr. Lubenow indicated that this is of concern since it is very close to St. Lawrence. Mayor Kinsey agreed and would talk to the police chief about the incidents.

BUDGET & FINANCE - ALLISON LEINBACH

2021 BUDGETS - The 2021 budgets in the short form were presented to Council for review and has been advertised in the Reading Eagle for adoption. There is a general, sewer, fire tax and liquid fuels budget; all budgets were reviewed and there were no questions. The budgets for 2021 reflects no change in millage rate for 2021. **MOTION:** Mr. Eggert made the motion to adopt the 2021 budgets for the general fund, sewer fund, fire tax fund and liquid fuels funds; seconded by Mr. Zawilla; all were in favor and the motion carried.

RESOLUTION 841-2020 - Resolution 841-2020 sets the millage rates for the 2021 real estate taxes as the same as 2020 with a real estate millage rate as 6.85 and a fire tax of 0.66. **MOTION:** Mr. Eggert made the motion to adopt Resolution 841-2020 setting the 2021 tax millage rates; seconded by Rev. Bennethum; all were in favor and the motion carried.

2021 COUNTY SHARED AGREEMENT - The 2021 shared agreement with the County for the mailing of the tax bills needs to be approved this evening. There is no set cost however the cost is usually under \$200. **MOTION:** Mr. Eggert made the motion authorizing the Borough to enter into agreement with the County of Berks for the printing and mailing of the 2021 real estate tax bills; seconded by Rev. Bennethum; all were in favor and the motion carried.

UNPAID FIRE TAX BILLS - There are three unpaid fire tax bills for the 2019 tax year. The residents were given ample opportunity to pay. Ms. Leinbach is looking for authorization to now move forward with the liens. There was a discussion about the problem with having the fire tax setup as a separate tax and that if it was all combined in the general millage this will all go to tax claim and the lien process.

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and extra fees would be eliminated. When the current agreement is up at the end of 2021 this is something to consider. **MOTION:** Mr. Eggert made the motion authorizing Ms. Leinbach to move forward with placing the liens on the properties for the outstanding 2019 fire tax bills; seconded by Mr. Lubenow; all were in favor and the motion carried.

STREETS & LIGHTS

The new street lights on Elm Street and Teak/Patton St are now working.

ZONING HEARING BOARD

RESOLUTION 839-2020 - Resolution 839-2020 reappoints Mrs. Dorothy Jurasinski to the Zoning Hearing Board for a 3 year term. **MOTION:** Mr. Lubenow made the motion to adopt Resolution 839-2020 reappointing Mrs. Dorothy Jurasinski to a term ending 12/31/23; seconded by Mr. Eggert; all were in favor and the motion carried.

MUNICIPAL LANDS

Mr. Lubenow indicated that he was in the woods on the first day of rifle season and approached several hunters. He told them that they were on Borough land and that the Borough does not allow rifle hunting; the hunters asked why it was not posted no gunning and Mr. Lubenow indicated that it was posted but the signs were no longer there. Mr. Lubenow is asking that we order more substantial signs to last longer or that others help him post the signs. There was a discussion and next summer Mr. Rhoads will get together with Mr. Lubenow and some others to post the area.

NEWSLETTER

The next newsletter will be going out to the residents within the next two weeks.

LIBRARY LIAISON – REV BENNETHUM

The library will be having a reorganization meeting on December 14.

PUBLIC WORKS - DERREK RHOADS

The quarterly public works report was distributed. Mr. Rhoads indicated that the Bingaman Street traffic signal has now been completely restored. The Orchard Court solar light is not working; that will be investigated once the lift truck is available from Robeson Township.

NEW BUSINESS

2021 MEETING SCHEDULE - The 2021 meeting schedule for both the Borough Council and the Planning Commission were distributed to the members for review. This schedule is ready to be advertised. **MOTION:** Mr. Eggert made the motion authorizing the Borough office to advertise the 2021 Borough Council and Planning Commission meeting schedule; seconded by Mr. Lubenow; all were in favor and the motion carried.

BOROUGH NEWS SUBSCRIPTIONS - Mr. May asked if he could get the Borough News subscription electronically; a copy of the subscription is available for review at the Borough office.

GENERAL COMMENTS TO COUNCIL

WOMEN'S CLUB ELECTION DAY SALE - Mr. May asked how the Women's Club Election Day sale went and Mrs. Eggert indicated that the Women's Club profited over \$2,000 from that sale and thanked Borough Council for allowing them to hold the sale.

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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 8:04 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Susan D. Eggert', written in a cursive style.

Susan D. Eggert
Borough Secretary