

**BOROUGH OF ST. LAWRENCE**  
**MEETING MINUTES**  
**Thursday, March 20, 2025**

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order at 7:30 PM by Council President Mr. Robert J. May, on Thursday, March 20, 2025

**ROLL CALL:** Council President Robert May did roll call; the following members were present; Robert J. May, Council President, David W. Eggert, Council Vice President, Steve Geibel, Member, Gregory Zawilla, Member, Rev. D. Michael Bennethum, Member, Warren Lubenow, Member, Allison Leinbach, Borough Manager /Treasurer, Corrie Zana, Borough Mayor, Derrek Rhoads, Roadmaster, Borough Solicitor Joan London, Borough Engineer Pamela Stevens, and Amanda Muso, Borough Secretary. Michael Fritz, Member, was absent from tonight's meeting.

**APPROVAL OF THE MINUTES:** The minutes from The February 13, 2025 meeting were presented to the Council for review. There were no corrections or additions.

**MOTION:** Dave Eggert made the motion to approve the minutes as presented; seconded by Warren Lubenow; all were in favor so the motion carried.

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification up to and including March 19, 2025, were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund up until March 19, 2025, totaled \$193,001.80; sewer fund totaled \$12,801.88 liquid fuels fund totaled \$7,944.04; fire tax fund totaled \$0.00; EMS tax fund totaled \$0.00.

**MOTION:** Dave Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Warren Lubenow; all were in favor and so 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.

**MOTION:** Dave Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Warren Lubenow; all were in favor and the motion carried.

**GENERAL:** \$217,507.07 **SEWER:** \$249,954.67 **RESERVES:** \$182,241.27 **LIQUID FUELS:** \$119,887.93 **FIRE TAX:** \$3,878.74 **EMS TAX FUND:** \$2,048.02;  
**TOTAL FUND BALANCE:** \$775,517.70

**PUBLIC COMMENT:** Andrea George, newly appointed Planning Commission Member was in attendance at tonight's meeting. She is looking forward to being a part of the Planning Commission.

Alisandra Foster, Ivy Hill Rd, was also in attendance at tonight's meeting. She and her family were recently involved in a motor vehicle accident in the Borough. She had concerns involving the cause of the accident. It was reported by the CBP that a resident drained their pool at the beginning of December which caused the water to run onto the road. Due to the cold temperatures, the road became icy in that particular spot resulting in a car accident. The Borough will look into an illicit discharge citation for the resident who drained the pool.

**REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS, SDE**

Pamela Stevens submitted her report which was added to Council's packet for review prior to the meeting. While working on the plans for the garage placement, SDE found that Met Ed has two easements in the same location. The Borough Solicitor, Manager, and Roadmaster will continue to work with Met-Ed regarding the easements while looking for other options for the Garage.

The MORE Grant – The energy audit for the MORE Grant is anticipated to be done within the next month. The report will be made available in May.

The light signal located at Elm St and St. Lawrence Ave. is still being reviewed. Pamela will be getting cost estimates on the removal of that light including any surveys involved. The Borough has been in talks on whether that intersection should become a stop sign instead of the light or the full replacement of the light in order to keep traffic moving smoothly at that intersection.

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

Borough Solicitor Joan will be in contact with Met-Ed to see what options the Borough has regarding the easement on the property including the cost of relocating one of the poles in order to make enough space to place the new garage.

The 500 Parkview property continues to deteriorate and continues to get complaints from Borough residents. CBP has been called to that property multiple times for trespassing and other unlawful activity. Joan has been in contact with the owner of the property and will be requesting an on-site meeting with him and code officials to make an action plan.

There was a motor vehicle accident involving one car, multiple properties, and the traffic light at Elm St. The borough received a Sign of Release Form from the vehicle owner's insurance company. Due the coverage amounts on the insurance policy the property damages are not fully covered. The Borough will recover \$873.55 out of the \$3,030.93 in damages. This will leave \$2,157.38 that the borough will be responsible for.

A **Motion** to amend the agenda was made by Dave Eggert; seconded by Warren Lubenow to accept the Sign of Release Form. All were in favor and so the motion carried.

**Motion:** To accept the \$873.55 settlement and sign the Release Form

Greg Zawilla made the motion; seconded by Steve Geibel; Bob May opposed; with the majority in favor the motion carried.

A **Motion** was made to amend the First Amendment and Restated Grant of the Conservation Easement and Declaration of Covenants for Berks Nature allowing motor vehicles with a required written agreement.

The **Motion** was made by Dave Eggert; seconded by Warren Lubenow; Bob May opposed; with majority in agreement the motion carried.

#### **REPORT OF THE BOROUGH MAYOR - CORRINE ZANA**

Mayor Zana submitted her report which was added to Council's packet for review prior to the meeting. The Police Commission meeting was held on March 6, 2025. Chief Serafin will be retiring in February of 2026, discussions are being held on how to handle the transition. If the new Chief is an in-house promotion another police officer will need to be hired. There are discussions on whether or not it should be done by outside police chiefs instead. More to follow on this topic.

There are ongoing strong discussions on whether or not to conduct a full study of the Police Department with Mt. Penn heading this discussion. They feel as though it needs to be done while other Borough's and Townships involved do not feel it is needed and will add an extra cost to the tax payers to complete.

Mayor Zana is talking with the Chief of Police as well as Berks Catholic School to potentially use the Shemanski Stadium to hold the Borough's 100<sup>th</sup> anniversary.

The next Police Commission meeting will be held April 3, 2025

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

Derrek Rhoads submitted his report which was added to Council's packet for review prior to the meeting.

The property located at 3209 Oley Turnpike Rd is moving forward with installing sidewalks. Discussions with them are ongoing to be sure that they meet all of the requirements needed.

American Water is looking to close Parkview Rd. at two locations to replace the sewer lines but are unclear as to the need, the lines were replaced a few years ago. Derrek is requesting more information including full details of the reasoning as well as the length of time it will take and detours it will cause.

The new Borough Building is currently heated by electric pumps, there have been ongoing discussions to convert the building to natural gas which will require UGI to place lines to the building. Council feels that this is the best option and most cost effective for the future of the building.

A **Motion** was made to contact UGI to go ahead with the line placement. Dave Eggert made the first motion; seconded by Steve Geibel; all were in favor and so the motion carried.

#### **PLANNING COMMISSION**

The Planning Commission does not have any new business to discuss.

#### **ZONING AND CODE ENFORCEMENT:**

No new business

#### **UNFINISHED BUSINESS: NONE**

#### **NEW BUSINESS**

The Woman's club of Exeter is looking for a new place to have their meetings and events. They have asked the Borough to use the new building. Council has decided to have a more in-depth conversation and discussions before they make a final decision. More to follow on this topic in April's meeting.

**Recreation:** The Borough Egg Hunt will be held on April 18<sup>th</sup>

**Joint Comprehensive Plan:** Warren Lubenow reported on March 6, 2025, there was a public meeting held at Exeter HS, there were about 45 people in attendance. There was no further action required for the Borough

**MUNICIPAL LANDS:** the Walk- in the Woods will be held on Saturday, April 19, 2025

The trails are currently being maintained by volunteers and will continue to update the Borough if any action needs to be taken on the Borough Lands.

**Library:** Mike Fritz was absent from tonight's meeting and did not have any updates.

1. **Motion- Resolution 912-2025** To appoint Andrea Heintz George to the Planning Commission

Motion was made by Dave Eggert; seconded by Warren Lubenow; all were in favor and so the motion carried.

2. **Motion-Resolution 913-2025** To Reaffirm and authorize signers for borough banking

Motion was made by Dave Eggert; seconded by Warren Lubenow; all were in favor and so the motion carried

3. **Motion- Resolution 914-2025** To reappoint James Lewars to the Planning Commission

Motion was made by Dave Eggert; seconded by Warren Lubenow; all were in favor and so the motion carried

4. **Motion-** To use In-Line Construction Company to remove both of the walls in the small conference room for the cost of \$4,200.00

Motion was made by Dave Eggert; seconded by Warren Lubenow; all were in favor and so the motion carried

A **MOTION** to enter into an Executive session to discuss personnel topics was made by Bob May; seconded by Steve Geibel; Greg Zawilla, Warren Lubenow, Rev. Bennethum, and Dave Eggert all opposed. Motion was denied and will be moved to another date.

#### **ADJOURNMENT:**

**MOTION:** Dave Eggert made the motion to adjourn; seconded by Warren Lubenow; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 9:15 pm.

Respectfully submitted,



Amanda Muso  
Borough Secretary

