

AGENDA

ST. LAWRENCE BOROUGH COUNCIL

November 13, 2025– 7:30 P.M.

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

* Call to order

* Pledge of Allegiance

* Roll call

- | | | |
|--|---|---|
| <input type="checkbox"/> Robert J. May, President | <input type="checkbox"/> David Eggert, Vice-President | <input type="checkbox"/> D. Michael Bennethum, Member |
| <input type="checkbox"/> Michael Fritz, Member | <input type="checkbox"/> Steve Geibel, Member | <input type="checkbox"/> Warren Lubenow, Member |
| <input type="checkbox"/> Gregory Zawilla, Member | <input type="checkbox"/> Corrie Zana, Mayor | <input type="checkbox"/> Joan London, Esq. Solicitor |
| <input type="checkbox"/> Allison Leinbach, Manager/Treasurer | <input type="checkbox"/> Pamela Stevens, PE. Borough Engineer | |
| <input type="checkbox"/> Derrek Rhoads, Roadmaster | <input type="checkbox"/> Amanda Muso, Borough Secretary | |

* Council Minutes

Motion: to approve Borough Special Council Meeting Minutes for October 16, 2025

* Approval and Payment of Bills:

Motion: to approve the Consolidated Payment of Bills Report as of

PAYABLES REPORT AS OF NOVEMBER 12, 2025			
General Fund	-	\$	234,633.01
Liquid Fuels	-	\$	-
Sewer Fund	-	\$	15,153.17
Fire Tax Fund	-	\$	-
EMS Tax Fund	-	\$	-

* Approval of Treasurer's Report

Motion: To accept and file for audit the Consolidated Treasurer Report – 2025

FUND BALANCES AS OF			
October 31, 2025			
General Fund	-	\$	532,928.46
Liquid Fuels	-	\$	135,221.49
Fire Tax Fund	-	\$	4,364.99
EMS Tax Fund	-	\$	4,779.24
Sewer Fund	-	\$	248,248.75
Reserve Accounts	-	\$	211,061.40
TOTAL FUND BALANCES		\$	1,136,604.33
PRINCIPAL LOAN BALANCE AS OF 11/10/2025			
135 N PROSPECT LOAN		\$	579,117.09

* Public Comment – If any

* Consultant's Reports

Borough Engineer's Report

1. Sign a professional Service Agreement with Traffic Planning and Design (TPD).

TPD will be working with the Borough for the Green Light Go Project. They will do site measurements and scoping of both intersections. SR 2021 Perkiomen Ave and SR 562 St. Lawrence Ave for traffic signal upgrades. The fee for this service is approx. \$ 2,580.00

MOTION: Authorization to sign the Service Agreement with Traffic Planning and Design (TPD) in the estimated amount of \$2,580.00 for the SR 2021 Perkiomen Ave and SR 562 Perkiomen Ave intersections for traffic light upgrades with the Green Light Go Grant.

2. 170 N Bingaman St. complaint and update

Borough Solicitor's Report

* Borough Mayor's Report- Included in packet

* Department/Staff Reports

Finance

Borough Zoning/ Local Codes Enforcement Officer's Report

Public Safety- Emergency Management

Public Works – Sewers, Streets, Stormwater, etc.

* Committee/Commission Reports

Library – Mike Fritz

Joint Comprehensive Plan – Warren Lubenow

Municipal Lands – Warren Lubenow

Recreation – David Eggert

Planning Commission – Warren Lubenow

Zoning Hearing Board -

* General Comments

***Public Meetings - Announcements**

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

Changes to Office Hours

Borough Office closed on November 27- 28 for Thanksgiving

* Executive Session

MOTION: Enter into executive session to discuss employee relations and a property violation.

* Old Business

1. Review and Potentially Award the new Trash and Recycling Hauler

POTENTIAL MOTION: Award the Trash and Recycling Contract to the lowest responsible bidder pending review by Solicitor.

2. UGI has added the gas line to the building, buying and installing a stand by generator is one of the top priorities.

POTENTIAL MOTION: Authorize the purchase and installation of a generator for the Municipal Building up to but not exceeding \$30,000

* New Business

1. Advertise Ordinance No. 461- Levying Real Estate Tax for the Year 2026

MOTION: Approve the advertisement of Ordinance No.461 which states: That a tax is hereby levied for the year 2026 upon all real estate in the Borough of St. Lawrence subject to taxation for Borough purposes, as follows:

The tax rate for general Borough purposes is hereby fixed at mills and a fire tax rate of . mills on each dollar of assessed valuation (\$0. and \$0. on each \$100 of assessed valuation)

The EMS tax rate is hereby fixed at mills

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

2. Approve the 2026 preliminary budget and to advertise the preliminary budget

MOTION: Approve the preliminary 2026 budgets for General Fund, Sewer Fund, Liquid Fuels, FireTax, and EMS Tax and authorize to advertise the preliminary budget

3. Sign agreement with Savvy Citizen for \$2,139 per year

The Borough will no longer distribute a quarterly Newsletter to every property after the winter 2025 published newsletter. A newsletter will still be made and put onto the Savvy Citizen site as well as the borough website, if someone calls in and specifically requests one be mailed to them we will accommodate (for that 1 newsletter, each newsletter they will need to call in for one to be mailed). Once the Code Red agreement is up we will no longer renew with them as Savvy Citizen will replace Code Red as well.

MOTION: Authorize the agreement with Savvy Citizen as the communication tool for the Borough to inform and notify residents at \$2,139 per year

4. Resolution 928-2025 Beginning in 2026 the Borough will no longer accept cash over \$20.00 including tax payments, anything over \$20.00 must be paid by check, money order, or credit card.

MOTION: To approve Resolution 928-2025 Establishing a Policy for the Acceptance of Payments for Municipal Service, Fines, and Fees. The Borough cash limit will now be \$20.00, any amount over \$20.00 must be paid by check, money order or credit card.

5. Advertise Reorganization meeting for January 5, 2026

MOTION: Approve the advertisement of the Reorganization Meeting on January 5, 2025 at 7:00pm followed by the regular monthly Council Meeting at 7:30pm.

6. Resignation of Roadmaster, Derrek Rhoads

MOTION: Accept the resignation of Derrek Rhoads effective November 30, 2025

MOTION: Advertise the Roadmaster job for applications to fill the vacant position

***Adjournment: Motion – Adjourn meeting**