

**BOROUGH OF ST. LAWRENCE**  
**MEETING MINUTES**  
**Thursday, April 10, 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, April 10, 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 March 20, 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 April 9, 2025, were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund up until April 9, 2025, totaled \$106,965.20; sewer fund totaled \$54,767.27; liquid fuels fund totaled \$1,042.80; fire tax fund totaled \$8,000.00 ; EMS tax fund totaled \$13,000.00.

**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:** \$200,164.61 **SEWER:** \$246,800.34 **RESERVES:** \$206,173.59 **LIQUID FUELS:** \$160,019.99 **FIRE TAX:** \$10,726.07 **EMS TAX FUND:** \$6,866.65;  
**TOTAL FUND BALANCE:** \$830,751.25

**PUBLIC COMMENT:** There was no public comments.

**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.

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 May/June.

Floodplain updates came back from the reviewer. The Planning Commission will meet in May to finalize the Floodplain Ordinance to send to the Federal Emergency Management Agency and Pennsylvania Emergency Management Agency

Due to the Met-Ed easements and the expense which will be incurred to relocate wires, poles and the Met-Ed right-of-way, the garage will change locations and style on the property to a proposed location shown by Derrek Rhoads not to interfere with any easement or right-of-way on the property.

The property owner whose pool drainage resulted in icing conditions on the road in December 2024, which was the subject of public comment in the March meeting, will be cited.

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

The Berks Nature Amendment will be notarized and sent to Berks Nature to be signed and completed.

#### **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 April 3, 2025. Mayor Zana attended the April meeting of the Central Berks Regional Police Commission. Chief Serafin will be retiring in February of 2026. Panels were chosen to conduct interviews to fulfill his position as Chief of Police.

Troy Goodman, from Mt. Penn, has resigned from the Police Commission, and Kelley O'Leary will fulfill the remainder of the term.

A grant was received to purchase two new patrol cars and the uplift of the crime scene truck.

The next Police Commission meeting will be held May 1, 2025

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

Derrek Rhoads submitted his report, which was added to Council's packet for review prior to the meeting. Street sweeping will be done by Exeter on Thursday, April 10, 2025, and Friday, April 11, 2025, weather permitting.

The street lights on Maci Way have been re-lamped, and the other Borough-owned lights have been checked. One light on Orchard Ct. and one on Poplar Dr. need to be fixed. Met-Ed was notified about the issue; we will continue to work with them until it is resolved.

A second shipping container has been purchased and to be placed at the top of Adams St. This will give the Borough the extra storage for its equipment.

#### **PLANNING COMMISSION**

The Planning Commission will meet in May to finalize the Floodplain Ordinance.

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

No new business

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

#### **NEW BUSINESS**

Two council members will be attending the municipal breakfast on May 30, 2025

**MOTION:** To adopt Resolution 915-2025- to move forward with the PA Small Water and Sewer Grant to line the aging sewer line prone to water infiltration with cure-in-place piping. The Borough will be requesting a grant of \$290,560.50; The Borough will be responsible for 15% of the total amount.

Dave Eggert made the motion; seconded by Greg Zawilla; all were in favor and so the motion passed.

**MOTION:** To move forward with pursuing the Multimodal Transportation Fund Grant to add sidewalks and bike lanes on N. Prospect from the bridge at the Post Office to the Exeter line, as well along the grass pathway next to Turkey Hill. Dave Eggert made the motion; seconded by Warren Lubenow; all were in favor and so the motion passed.

There were two motions, one to amend the agenda for a motion authorizing the meeting time change and for the Secretary to advertise, and one for the meeting time change and authorization to advertise.

**MOTION:** To amend the agenda to change May's Council meeting day and time as well as add an Executive session before the start of the meeting. Dave Eggert made the motion; seconded by Warren Lubenow; all were in favor and so the motion passed.

**MOTION:** To change the date of the May 8, 2025 meeting to now be on May 15, 2025 starting at 6:30 PM for an executive session. The public meeting will move from 7:30 PM to 8:00 PM on that night. Dave Eggert made the motion; seconded by Steve Geibel; all were in favor and so the motion passed.

**Recreation:** The Borough Egg Hunt will be held on April 18<sup>th</sup> at 9:00 AM sharp.

**Joint Comprehensive Plan:** The County sent out an existing land use map of our area that was likely generated by AI, the map contained inaccuracies and so we will be correcting it and sending it back to the Berks County Planning Commission. This will ensure that the information on the map is current and correct.

**MUNICIPAL LANDS:** the Walk- in the Woods will be held on Saturday, April 19, 2025. The trails are currently being maintained by volunteers and they will continue to update the Borough if any action needs to be taken on the Borough Lands. Warren Lubenow and Dave Eggert walked the land with GPS tracking in hopes of marking out and labeling the trails in the future for better access and the safety of hikers and emergency personnel.

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

**Public Safety:** Dave Eggert went to an Emergency Coordinators meeting; many EMS providers were in attendance. Discussions about using the GIS dispatching system, if possible, is to be utilized to ensure faster response times to citizens. It was recommended that staffing schedules with Boroughs and Townships be shared with each other, this will help them to coordinate which areas may need extra assistance during that time.

**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 8:53 PM.

Respectfully submitted,

Amranda Muso  
Borough Secretary

