

**BOROUGH OF ST. LAWRENCE**  
**MEETING MINUTES**  
**Thursday, February 13, 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, February 13, 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, Michael Fritz, Member, Steve Geibel, Member, Gregory Zawilla, Member, Rev. D. Michael Bennethum, Member, Warren Lubenow, Member, Corrie Zana, Borough Mayor, Derrek Rhoads, Roadmaster, Borough Solicitor Joan London, Borough Engineer Pamela Stevens, arrived late, and Amanda Muso, Borough Secretary. Allison Leinbach, Borough Manager /Treasurer, was absent from tonight's meeting.

**APPROVAL OF THE MINUTES:** The minutes from The January 9, 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 Mike Fritz; all were in favor so the motion carried.

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification up to and including February 8, 2025, were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund up until February 8, 2025, totaled \$126,236.01; sewer fund totaled \$81,173.67; liquid fuels fund totaled \$6,733.57; fire tax fund totaled \$2,750.00; 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:** \$334,836.73 **SEWER:** \$213,102.36 **RESERVES:** \$199,902.71 **LIQUID FUELS:** \$123,180.85 **FIRE TAX:** \$3,800.22 **EMS TAX FUND:** \$1,989.98;  
**TOTAL FUND BALANCE:** \$876,812.8

**PUBLIC COMMENT:** There were no public comments made.

**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 easements have been sent to the Borough Solicitor, Joan London for further review. At the same time, we will also be looking at alternative building designs and placement to not cross into either easement.

The MORE Grant – The energy audit for the MORE Grant is anticipated to be done within the next month.

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

Joan did not have anything new for public information this month, any items to be discussed will be in an Executive session.

**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 February 6, 2025. CBP used the Borough Hall for their CPR training and all went well. The Borough is happy to provide a space for the police to do their training.

**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. The pile of wood that was left behind by JW Didao from the removal of the power lines. This was at the request of the adjacent property owner.

**PLANNING COMMISSION**

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

**ZONING AND CODE ENFORCEMENT: ALLISON LEINBACH, BOROUGH MANAGER**

No new business

**UNFINISHED BUSINESS: NONE  
NEW BUSINESS**

**Joint Comprehensive Plan:** Warren Lubenow reported that many of the surveys that went out came back. On March 6, 2025, there will be a public meeting held at the Exeter HS.

**MUNICIPAL LANDS:** There are currently two unmarked tree stands still up. The Borough's hunting guidelines state that all tree stands must be marked and taken down within the 2 weeks following the closing of archery season. Owners have until March 1, 2025, to take them down before the Borough does.

**Library:** Mike Fritz reported that the Exeter Library is having their \$5.00 bag of book sale happening Saturday, February 15, 2025.

A **MOTION** to enter into an Executive session was made by Dave Eggert; seconded by Mike Fritz; all were in favor so the motion passed. At 8:20 pm Council entered into an executive session to discuss personnel matters. At 9:24 pm Dave Eggert made the motion to come out of the executive session; seconded by Mike Fritz; all were in favor and so the motion carried.

**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 9:25 pm.

Respectfully submitted,



Amanda Muso

Borough Secretary

