

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, SEPTEMBER 8, 2022**

**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 on Thursday, September 8, 2022.

**ROLL CALL:** Mr. May did roll call and following members and professionals were present; Mr. Robert J. May, Council President, Mr. David W. Eggert, Council Vice President, Rev. D. Michael Bennethum, Member, Mr. Michael Fritz, Member, Mr. Steve Geibel, Member, Mr. Warren Lubenow, Member, Mr. Gregory Zawilla, Member, Mr. Barrie C. Kinsey, Borough Mayor, Mr. Derrek Rhoads, Road Master, Ms. Allison Leinbach, Borough Manager, Mrs. Susan Eggert, Borough Secretary, Mr. Ty Leinneweber, Borough Engineer – SDE, and Ms. Joan London, Borough Solicitor – Kozloff Stoudt.

**APPROVAL OF THE MINUTES:** The minutes from the Thursday, August 12, 2022, were presented to Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. Mr. Kinsey asked about the ARPA funds; Ms. Leinbach indicated that we should be receiving the new ARPA fund monies in the next few days. The \$300 mentioned in the August minutes was a final disbursement from round one where certain municipalities did not apply for funds. **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.

**APPROVAL AND PAYMENT OF THE BILLS:** All bills requiring payment and ratification were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund total \$70,445.91. Bills requiring payment and ratification from the sewer fund total \$83,629.36. Bills requiring payment from the liquid fuels fund total \$266.00. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Michael Fritz; 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 Ms. Leinbach indicated the report could be approved as presented and filed for audit. **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.

**REPORT OF THE BOROUGH ENGINEER - TY LEINNEWEBER, SDE**

**494 PARKVIEW ROAD** - Ms. Leinbach has asked Mr. Leinneweber to do a zoning review of the application and plans submitted by Mr. Daniel Molnar, for 494 Parkview Road. She has completed a review and a letter needs to be sent on SDE letterhead indicating that this will require him to do a land development plan, address stormwater and address the flood plain.

**PINE AVENUE/FUNKE STREET** - The office work has been completed and the actual survey in the field should begin next week.

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

**VOLUNTEER WAIVER** - A copy of the volunteer waiver was included in the packet for review by Council. This waiver is waiving liability assumption of risk and limiting the recreational use of four wheelers and motorcycles. **MOTION:** Mr. Steve Geibel made the motion to approve the release and indemnification for volunteer activities; seconded by Mr. Fritz. Mr. Eggert then questioned the wording of limitation of recreational use. This was discussed. At this time a **MOTION** to amend the agenda was made by Mr. Warren Lubenow; seconded by Mr. Fritz; all were and the motion carried. **MOTION:** A motion to amend the original motion was made by Mr. David Eggert to change the following wording in paragraph 4, I agree to limit my use of such vehicles to that which is associated with my volunteer activities to I agree to assist in keeping trails clear of litter and obstacles and clean of debris whenever possible; seconded by Mr. Fritz; unanimously approved by Council.

**ASSESSMENT APPEAL FOR SHOPPING CENTER** – The Antietam Shopping Center filed an assessment appeal to lower the value of their property. In the past, Council has authorized Ms. London to attend all commercial property appeals. The main reason for attending this particular appeal was to argue the value based on the appraisal and proposed offers the Borough offered for the purchase of the bank property and the counteroffer made by the shopping center. The lawyer and appraiser for the shopping center was unaware of this offer and counteroffer and it was entered into exhibits when considering the taxable value of the property. The school district also sent representation but did not offer any testimony.

**PA AMERICAN/PUC** -Ms. London indicating that she has been participating in the settlement conference for PA American sewer rate increases and Mr. May's testimony has been submitted, filed a term of proposed settlement based on processing of sewer and not transportation of sewer since we own our own collection system. An update will be given at the October meeting.

#### **REPORT OF THE CODE ENFORCEMENT OFFICER/ZONING OFFICER - ALLISON LEINBACH**

Ms. Leinbach reported that there were 13 notices of violation. Eleven of those have been resolved and two are in the process of zoning review and permitting.

#### **REPORT OF THE BOROUGH MAYOR - BARRIE KINSEY**

The police report was available for review. Mayor Kinsey noted that the Borough still remains a lower percentage of calls.

#### **REPORT OF PUBLIC WORKS - DERREK RHOADS**

Mr. Rhoads noted that the streets project will begin next week and run over the course of the next three weeks. Written report available for review. It was also noted that 36 manholes were pulled and inspected to be sure that everything is working correctly.

#### **BUDGET & FINANCING - ALLISON LEINBACH**

**ARPA** - Ms. Leinbach noted that the ARPA money should be in the Borough account tomorrow, Friday, September 9, 2022, in the amount of \$96,600.14. She also noted that there is only 2.3% of the 2022 tax duplicate to be collected as of this date.

### **PLANNING COMMISSION**

The Planning Commission will meet on Wednesday, September 28, 2022, at 7:30 PM. The topics of the meeting will be to release the land development plan on 3001 Perkiomen Avenue since there has been no movement on the property, the small wireless communication ordinance and a quick overview of the zoning ordinance.

### **EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT**

Mr. Eggert noted that Berks DES is currently looking to hire more telecommunicators. If anyone knows anyone interested in becoming a 9-1-1 operator, please have them apply through the County of Berks website.

### **NEW BUSINESS**

**ORDINANCE 451** - Ordinance 451 addresses a sewer rate increase. There has been no increase in sewer rates in the Borough of St. Lawrence since 2009. The new base charge will be \$37.50 per quarter eliminating a base sewer processing amount and setting the thousand-gallon processing fee charge at \$7.50. With the increase processing fee proposed by PA American the Borough really has no choice but to increase the rates at this time. **MOTION:** Mr. Eggert made the motion to adopt Ordinance 451; seconded by Mr. Robert May; all were in favor and the motion carried.

**BUDGET MEETING** - There will be a budget meeting held on Monday, November 7, 2022, at 10:00 AM to discuss the budget for the 2023 calendar year. **MOTION:** Mr. Eggert made the motion authorizing the Borough office to advertise the Budget Meeting for Monday, November 7, 2022, at 10:00 AM; seconded by Mr. Lubenow; all were in favor and the motion carried.

**RFP FIRE SERVICE** - The RFP for fire service has one more option year left. Mrs. Eggert was authorized to send a letter to both Exeter Township Volunteer Fire Company and Mt. Penn Fire Company to agree on year option 5 of the agreement.

**ADJOURNMENT:** Mr. Lubenow 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 8:11 PM.

Respectfully submitted,



Susan D. Eggert, Borough Secretary