

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, JUNE 9, 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.

**ROLL CALL:** Mr. May did roll call and the following members and professionals were present; Mr. Robert May, Council President, Mr. David W. Eggert, Council Vice President, Rev. D. Michael Bennethum, Member, Mr. Steve Geibel, Member, Mr. Warren Lubenow, Member, Mr. Gregory Zawilla, Member, Mr. Ty Leinneweber, Borough Engineer – SDE, Mr. Derrek Rhoads, Road Master, Ms. Allison Leinbach, Borough Manager, Mrs. Susan Eggert, Borough Secretary, and Mr. Brian Boland, Borough Solicitor-Kozloff Stoudt. Those absent this evening included Mr. Michael Fritz, Member and Mr. Barrie Kinsey, Borough Mayor. Others present this evening were Mr. Andrew Hafer and Mrs. Amanda Hafer, Borough Residents.

**APPROVAL OF THE MINUTES:** The minutes from the Thursday, May 12, 2022, meeting were presented to Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes that were presented. **MOTION:** Mr. Warren Lubenow made the motion to approve the minutes as presented; seconded by Rev. Bennethum; all were in favor and the motion carried.

**AMENDING AGENDA:** At this time the agenda was amended to discuss and approve the stormwater operation and maintenance agreement with Andrew and Amanda Hafer, residents at 33 N. Bingaman Street, Reading, PA 19606. **MOTION:** Mr. David Eggert made the motion to amend the agenda to discuss and approve the stormwater O&M agreement with the Hafer's who reside at 33 N. Bingaman Street; seconded by Mr. Steve Geibel; all were in favor and the motion carried. This agreement was put in place a number of years back but was never signed by the property owners. **MOTION:** Mr. Eggert made the motion to approve and sign the stormwater O&M agreement with the Mr. and Mrs. Hafer who reside at 33 N. Bingaman Street; seconded by Mr. Lubenow; all were in favor and the motion carried.

**APPROVAL 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 totaled \$75,938.30. Bills requiring payment and ratification from the sewer fund totaled \$78,107.50. Bills requiring payment and ratification from the liquid fuels fund totaled \$266.00. **MOTION:** Mr. Eggert made the motion approving all bills presented for payment and ratification; seconded by Mr. Lubenow; 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. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Geibel; all were in favor and the motion carried.

**GENERAL:** \$624,165.59 **RESERVE:** \$82,263.31 **FIRE TAX:** \$44,993.75 **SEWER:** \$75,888.22 **LIQUID FUELS:** \$235,355.53

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

**EASEMENT OF CHURCH LANE ROAD** - Mr. Leinneweber had a handout with the legal description and map for the easement of Church Lane Road for Council to review. Ms. London will be having a meeting with Mr. Koch tomorrow, Friday, June 10 to discuss the plan. All the pins were placed.

**SURVEY AND DESCRIPTION** - The Borough needs to do a survey and description to vacate the portion of Funke Street from Kline Avenue to Pine Avenue. There are stormwater facilities on the lower end of paper Funke Street which cannot be vacated. Ms. Leinbach indicated that this area needs to be cleaned up so that we can maintain the facilities that we have in this area. **MOTION:** Mr. Eggert made the motion authorizing Mr. Leinneweber to do the survey of the lower end of Funke as well as the area of Funke that can be vacated from Kline Avenue to Pine Avenue; seconded by Rev. Bennethum; all were in favor and the motion carried.

#### **REPORT OF THE BOROUGH SOLICITOR - BRIAN BOLAND, KOZLOFF STOUT**

**BERKS NATURE** - Mr. Boland reported that Ms. London is working on the revised agreement and will have it ready for the next meeting.

**READING REAL ESTATE** – Reading Real Estate is looking for a letter confirming the reaffirmation of the plans that were filed for the 90-day extension which was done at the April meeting.

**BERKS CONSERVATION** - There is a Berks County Conservation memorandum of understanding that was reviewed and needs to be signed. **MOTION:** Mr. Eggert made the motion authorizing the Council President to sign the memorandum of understanding with Berks County Conservation; seconded by Mr. Lubenow; all were in favor and the motion carried.

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

There was a zoning review done for the addition to the home located at 450 Parkview Road. The public works department has placed 18 door tags for high grass/weeds. Mr. Rhoads reported that Mr. Rehab has completed the sewer project which was actually at \$503,000 project.

#### **REPORT OF THE BOROUGH MAYOR**

The Mayor was not present this evening however the police report was available for review.

#### **BUDGET & FINANCE**

ARPA - Ms. Leinbach indicated that the ARPA money should be coming in relatively soon.

#### **RECREATION - DAVID EGGERT**

Mr. Eggert said that the playground is ready to open. We have hired four playground leaders to be sure that the playground is covered. The leaders are being paid \$12.00.

#### **NEW BUSINESS**

**VOLUNTEER SERVICE TAX** - Ms. Leinbach presented a report of those that are to receive the volunteer Service Tax credit. Those receiving the tax credit included Mr. Steve Geibel and Mr. Tyler Neiswender.

**MOTION:** Mr. Eggert made the motion to accept the volunteer service tax credit report; seconded by Rev. Bennethum; all were in favor and the motion carried.

**PAYMENT OF THE VOLUNTEER SERVICE TAX CREDIT:** Ms. Leinbach indicated that Mr. Steve Geibel will be receiving \$676.01 and Mr. Tyler Neiswender will be receiving \$630.23. **MOTION:** Mr. Eggert



made the motion authorizing the distribution of the volunteer tax credits to Mr. Geibel and Mr. Neiswender; seconded by Mr. Lubenow; Mr. May, Mr. Eggert, Rev. Bennethum, Mr. Lubenow and Mr. Zawilla voting in favor; Mr. Geibel abstained due to personal gain.

**CELG** - Ms. Leinbach indicated that she needs authorization to be a donor sponsor at the cost of \$500.

**MOTION:** Mr. Eggert made the motion authorizing the Borough to be a donor sponsor to CELG at a cost of \$500; seconded by Mr. Lubenow; all were in favor and the motion carried.

**SIGNS** - Mr. Rhoads has received a quote for signs to replenish the supply for replacement. The quote is for \$9,839.35. **MOTION:** Mr. Eggert made the motion to accept the quote of \$9,839.35; seconded by Rev. Bennethum; all were in favor and the motion carried.

**LASTING IMPRESSIONS BY JOSH** - We have a few property maintenance enforcements regarding high weeds and grass throughout the Borough. By hiring an outside contractor if the invoice goes unpaid a lien can be placed on the property. A question was asked of the solicitor with regard to what type of notification is required in order to recoup money spent; Mr. Boland is going to research and talk to Ms. London and will have Ms. London get back to us with the answer. **MOTION:** Mr. Eggert made the motion to contract with Lasting Impressions by Josh for property maintenance issues; seconded by Rev. Bennethum; all were in favor and the motion carried.

**FEE SCHEDULE – Resolution 862-2022** – Resolution 862-2022 is the new Fee Schedule to include the pricing for Lasting Impressions by Josh. **MOTION:** Mr. Lubenow made the motion to adopt Resolution 862-2022 Fee Schedule; seconded by Rev. Bennethum; all were in favor and the motion carried.

**MS 4 WAIVER** - Borough Council needs to sign a notice of intent with the MS4 Application indicating the desire to obtain a waiver. **MOTION:** Mr. Lubenow made the motion authorizing Mr. May to sign the notice of intent to obtain the waiver; seconded by Rev. Bennethum; all were in favor and the motion carried.

**AMEND THE AGENDA** - **MOTION:** Mr. Eggert made the motion to amend the agenda to discuss new run cards for fire service; seconded by Mr. Geibel; all were in favor and the motion carried. It was discussed that there were really no changes to the run cards other than submitting them in the new format. **MOTION:** Mr. Eggert made the motion authorizing Ms. Leinbach to reaffirm the existing run cards in the new format to Department of Emergency Services; seconded by Mr. Lubenow; all were in favor and the motion carried.

**BOROUGH COUNCIL JULY/AUG MEETINGS** - Mrs. Eggert asked Council members for their availability for the months of July and August to insure that there is a quorum for the July and August meeting. Mr. May and Mr. Lubenow are not available for the month of July. Mr. Zawilla is unavailable for the month of August. Mrs. Eggert will check with Mr. Fritz on his availability and send out reminders to be sure that we have enough members present for a quorum at each meeting.

**EXECUTIVE SESSION:** Mr. May asked for an executive session to discuss sewer rates and other sanitary sewer issues. **MOTION:** Mr. Eggert made the motion to enter executive session to discuss sewer rates and other sanitary sewer matters; seconded by Mr. Zawilla; all were in favor and the motion carried. Borough Council entered executive session at 8:13 PM. Council came out of executive session at 8:32 PM.

**USDA APPLICATIONS FOR GRANTS** - Grants are available for refurbishing buildings and building new buildings. Mr. Rhoads was authorized to look into grant opportunities.

**SEWER RATES** - Ms. Leinbach was authorized by Council to discuss sewer rates with PA American.

**MOTION:** Mr. Eggert made the motion authorizing Ms. Leinbach to discuss sewer rates with PA American; seconded by Mr. Zawilla; all were in favor and the motion carried.

**ADJOURNMENT: MOTION:** Mr. Lubenow made the motion to adjourn; seconded by Rev. Bennethum; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:34 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary