

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, MARCH 10, 2022**

**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.

**ROLL CALL:** Mr. May did the roll call and the following 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. Barrie Kinsey, Borough Mayor, Mr. Ty Leinneweber, Borough Engineer, SDE, Ms. Joan London, Borough Solicitor, Kozloff Stoudt, Ms. Allison Leinbach, Borough Manager, Mr. Derrek Rhoads, Road Master, and Mrs. Susan Eggert, Borough Secretary. Mr. Gregory Zawilla, Member, was not in attendance this evening.

**APPROVAL OF THE MINUTES:** The minutes from the February 10, 2022, were presented to Council for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. Warren Lubenow made the motion to approve the minutes as presented; seconded by Mr. Michael Fritz; all were in favor and the motion carried.

**APPROVAL AND PAYMENT OF THE BILLS:** Bills requiring payment and ratification were distributed to Council prior to the meeting for review. There were no questions, corrections or clarifications to the bills that were presented. Bills requiring payment and ratification from the general fund totaled \$75,923.39. Bills requiring payment and ratification from the sewer fund totaled \$80,767.73. Bills requiring payment and ratification from the liquid fuels fund totaled \$8,027.62. **MOTION:** Mr. David Eggert made the motion authorizing payment and ratification of all of the bills presented; seconded by Mr. Fritz; all were in favor and the motion carried.

**APPROVAL OF THE TREASURER'S REPORT:** The treasurer's report was distributed to the members of 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. Lubenow; all were in favor and the motion carried.

**GENERAL:** \$306,508.20 **RESERVE:** \$82,221.87 **SEWER:** \$334,122.92 **LIQUID FUELS:** \$243,899.67 **FIRE TAX:** \$2,156.84

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

**SMALL COMMUNICATION ORDINANCE** - The Planning Commission met to discuss the small wireless communication ordinance and there was a lot of language in the ordinance that the Commission wanted more information on or frankly just didn't apply to a municipality our size. Mr. Leinneweber and Ms. Leinbach will be working on the ordinance and the plan is to have the Commission meet again in April for further discussion.

**REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, BOROUGH SOLICITOR, KOZLOFF STOUDT**

**ORDINANCE 450** - Ordinance 450 is the open burn ordinance. This was reviewed by the Borough Council a few times as well as Ms. London. The ordinance was advertised in the Reading Eagle on 3/22/22. **MOTION:** Mr. Eggert made the motion to adopt Ordinance 450 Open Burning; seconded by Mr. Fritz; all were in favor and the motion carried.

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

**TRAISSER** - Ms. Leinbach and Mr. Rhoads sat in on a Webinar with Traisser which is a software program to use for zoning and permitting. There is a handout that is included in the packet for review. There was a lengthy discussion with regard to the use of this software and the website was provided for Council to review more about the product. Mr. Rhoads is trying to contact one of the municipalities that are using the software to gain some feedback from them. This will be further discussed at the next Council meeting.

**RECREATION - DAVID EGGERT**

**EGG HUNT** - The Egg Hunt will take place on Friday, April 15 at 9:00 AM.

**NEW BUSINESS**

**RESOLUTION 860-2022** - Resolution 860-2022 reappointed Mr. Warren Lubenow to the Planning Commission to a five year term expiring 4/1/27. **MOTION:** Mr. Fritz made the motion to adopt Resolution 860-2022 reappointing Mr. Lubenow to the Planning Commission; seconded by Mr. Eggert; all were in favor and the motion carried.

**RESOLUTION 861-2022** - Resolution 861-2022 appoints Ms. Lynn Leinbach and Ms. Jennifer Ulrich as assistant code enforcement and zoning officers. **MOTION:** Mr. Eggert made the motion to adopt Resolution 861-2022 appointing Ms. Leinbach and Ms. Ulrich as assistant code enforcement and zoning officers; seconded by Rev. Bennethum; all were in favor and the motion carried.

**LETTER OF SUPPORT** - Chief Serafin of the Central Berks Police Department is requesting a letter of support for grant applications to the County and the State for financial assistance of general Police Operations. **MOTION:** Mr. Eggert made the motion authorizing Ms. Leinbach to draft a letter of support to the Central Berks Police Department for the grant application process for funding for Police Operations; seconded by Mr. Fritz; all were in favor and the motion carried.

**EXECUTIVE SESSION** - Mr. May requested an executive session to discuss real estate, easements and the a Berks Nature Agreement. **MOTION:** Mr. Eggert made the motion to enter executive session; seconded by Mr. Lubenow; all were in favor and the motion carried. Borough Council entered executive session at 8:12 PM. Council came out of executive session at 9:07 PM.

**ACTION FOLLOWING EXECUTIVE SESSION**

**MOTION:** Mr. Eggert made the motion authorizing Mr. Leinneweber of SDE to do surveying on the Borough Land at a cost not to exceed \$10,000; seconded by Mr. Fritz; all were in favor and the motion carried.

**ADJOURNMENT – MOTION:** Mr. Eggert made the motion to adjourn; seconded by Mr. Steve Geibel; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 9:08 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary