

**BOROUGH OF ST. LAWRENCE**  
**MEETING MINUTES**  
**Thursday, July 11, 2024**

**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, July 11, 2024.

**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, Warren Lubenow, Member, Allison Leinbach, Borough Manager /Treasurer, Rev. D. Michael Bennethum, Member, Gregory Zawilla, Member, Michael Fritz, Member, Corrie Zana, Borough Mayor, Borough Solicitor Joan London Amanda Muso, Borough Secretary. Derrek Rhoads, Roadmaster, was absent for tonight's meeting. Borough Engineer, Pamela Stevens, was late to tonight's meeting.

**APPROVAL OF THE MINUTES:** The minutes from the previous meeting, were presented to Council for review. There was no corrections or questions. **MOTION:** David 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 July 9, 2024 were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund up until July 9, 2024 totaled \$287,566.73; sewer fund totaled \$55,254.87; liquid fuels fund totaled \$29,383.34 fire tax fund totaled \$132.29 EMS tax fund totaled \$00.00.

**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 Mike Fritz; all were in favor and the motion carried.

**GENERAL:** \$633,827.32 **SEWER:** \$194,516.81 **RESERVES:** \$94,796.40 **LIQUID FUELS:** \$266,462.21 **FIRE TAX:** \$6,164.82;  
**EMS TAX FUND:** \$1,757.71; **TOTAL FUND BALANCE:** \$1,197,525.27

**PUBLIC COMMENT:** Diane Hollis- 490 Parkview Rd.

Ms. Hollis held the mortgage for 490 Parkview Rd. although she never lived there. At the time she thought she was doing a good deed for a friend, Tiffany Hamm. Tiffany and family made the decision to leave the property without notifying Ms. Hollis or telling her where they intended to go. With the property vacated in 2021 the Borough of St. Lawrence had to clean and upkeep the property, including boarding the windows. Although Ms. Hollis continued to pay the property taxes, the clean-up of the home was done by the borough and borough contractors at the expense of the tax payer. A lien was then placed on the property with interest to recoup what the tax payers had spent on behalf of the property.



From 2021-2024 interest had been accumulating against the lien, Sewer interest totaled \$535.86; General Interest (clean up and upkeep including materials) totaled 1,685.54. Recently Ms. Hollis found out the person responsible for this home has recently passed. In order to move forward the lien must be paid; Ms. Hollis is requesting that we forgive some of that payment. She has sought out legal advice in the past to have this home foreclosed however the circumstances surrounding this property did not allow that. After deliberation by the Council, they have decided the lien that was placed must get paid to be fair to the taxpayers, however the accrued interest will be forgiven.

**MOTION:** Amend the agenda to allow the council members to vote on the motion that would forgive the finance charges on the lien. The motion to begin voting was made by Mike Fritz; seconded by Dave Eggert; all were in favor and the motion carried.

**MOTION:** A motion was made to forgive the finance charges against the lien as long as the original lien is paid.

Sewer Lien docket number 21-13430 Dated 9/1/2021 in the amount of \$535.86

General Lien docket number 21-15383 Dated 10/27/2021 in the amount of \$1,685.54

Mike Fritz made the motion to forgive only the interest on the lien at 490 Parkview Rd; seconded by Dave Eggert; Bob May opposed and with majority of votes in favor the motion passed.

#### **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. Included in the report was updates on the flood plain ordinance which will continue to move forward to the Pennsylvania Municipal League. She also asked Council to consider a new grant. The MORE Grant- Level 2 Commercial Energy Audit. This grant will allow the borough municipal opportunities for retrofits and energy efficiency. She would like to begin the process and submit an application on behalf of the borough.

A motion was made to amend the agenda to begin to vote on the grant process.

**MOTION:** Steve Geibel made the motion to amend the agenda; seconded by Dave Eggert; all were in favor so the motion carried.

**MOTION:** A motion was made to authorize Borough Engineer, Pamela Stevens, to begin the application process of the MORE Grant on behalf of the Borough. Dave Eggert made the motion; seconded by Greg Zawilla; all were in favor so the motion carried

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

Joan London, Borough Solicitor is still waiting to hear the final results of the appeal made to the American Water Company about the price increases and hardships it would put on the residents of this borough. Joan will notify the borough when the docket is released with the final decision to see what the next steps will be.

#### **REPORT OF THE BOROUGH MAYOR - CORRINE ZANA**

Corrie Zana, Borough Mayor submitted her report which was added to the council's packet for review. There was no questions or new information. There was no commission meeting held in July, the next meeting will be Thursday August 1 at 6:30pm.



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

Derrek Rhoads submitted his report which was added to council's packet for review prior to the meeting. Included in the report was the milling and pavement project that was started. Work that was done at the playground and concession stand. The borough also received some new equipment from the LSA grant. A motion was made to authorize payment of \$74,428.28 for the Chevrolet Dump Truck in order for them to release the truck for outfitting and then the borough.

**Motion:** was made by Dave Eggert; seconded by Mike Fritz; all were in favor and the motion carried.

A motion was made to pay the invoice of \$60,000 to Foley CAT for the Bobcat.

**Motion:** made by Dave Eggert; seconded by Steve Geibel; all were in favor so the motion carried.

The 2024 Seal Coat project is underway, bids for this project came in, however there was an error on the dates and times as to when the bids ended. A new advertisement with corrected dates and times will go out to start the bidding process again.

**Motion:** To amend the agenda to readvertise the 2024 Seal Coat project. Motion was made by Dave Eggert; seconded by Warren Lubenow; all were in favor and so the motion carried.

A motion was made to rebid the 2024 Seal Coat project.

**Motion:** Dave Eggert made the motion to authorize the rebidding; seconded by Mike Fritz; all were in favor and the motion carried.

#### **PLANNING COMMISSION**

The Planning Commission continued to work on the Floodplain Ordinance which is being sent to the PA Municipal League.

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

No enforcements to discuss

#### **UNFINISHED BUSINESS**

No unfinished business to discuss.

#### **NEW BUSINESS**

**Resolution 895-2024-** extend the trash contract with J.P. Mascaro to optional year 2025

**Motion:** made by Dave Eggert; seconded by Warren Lubenow; all were in favor so the motion carried

**Resolution 896-2024** - updated fee schedule which included the hunting permit fee and cost of equipment.

**Motion:** was made by Dave Eggert; seconded by Greg Zawilla; all were in favor and the motion carried.



**Resolution 897-2024** – appoint Brian Sands as the UCC Plumbing and Mechanical Inspector

**Motion:** made by Dave Eggert; seconded by Greg Zawilla; all were in favor so the motion carried.

A motion was made to add a change to the agenda to write a letter of support for PA American Water to PENNVEST to finance I & I project for the Exeter PA wastewater system.

**Motion:** made by Dave Eggert; seconded by Mike Fritz; all were in favor so the motion carried.

**Motion:** Authorize Allison Leinbach, borough manager to write the requested letter; made by Dave Eggert; seconded by Mike Fritz; all were in favor so the motion carried.

#### **Municipal Lands:**

Warren Lubenow was in the woods and found people camping with remnants of having a fire. They were told that having a fire and camping in the woods is not allowed.

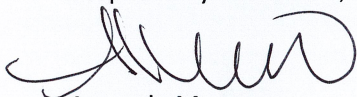
Hunting on borough lands: After much thought and deliberation council has decided to allow archery hunting on borough land. This is to be only for archery hunting during designated archery season. Each hunter MUST fill out a waiver and apply for a permit. All permits will have a cost of \$15.00 per season. Any tree stands and or ground blinds that are left behind two weeks after the season ends will be subject to the loss of their permit as well as a \$250.00 fine for the removal. If the fine is not paid within the thirty-day time frame the left equipment will then become the property of the borough. All rules and regulations set by the Pennsylvania Game Commission and Borough Ordinance 453-2023 must be followed at all times while hunting.

The Exeter Library is looking to fulfill the Executive Director position but are still functioning as normal.

#### **ADJOURNMENT:**

**MOTION:** Warren Lubenow made the motion to adjourn; seconded by Dave Eggert; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:28pm.

Respectfully submitted,



Amanda Muso  
Borough Secretary

ST. LAWRENCE BOROUGH COUNCIL  
7/11/2024

