

BOROUGH OF ST. LAWRENCE
MEETING MINUTES
Thursday, June 13, 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, June 13, 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, Derrek Rhoads, Roadmaster, Allison Leinbach, Borough Manager /Treasurer, Borough Engineer Pamela Stevens, Rev. D. Michael Bennethum, Member, Gregory Zawilla, Member, Amanda Muso, Borough Secretary. Michael Fritz, Member, Corrie Zana, Borough Mayor, Borough Solicitor Joan London, were all absent for 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 June 11, 2024 were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund up until June 11, 2024 totaled \$92,548.62; sewer fund totaled \$12,927.91; liquid fuels fund totaled \$7,497.86 fire tax fund totaled \$8,000.00 EMS tax fund totaled \$7,000.00.

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: \$690,606.16 **SEWER:** \$200,932.69 **RESERVES:** \$194,830.84 **LIQUID FUELS:** \$287,049.54 **FIRE TAX:** \$13,998.19; **EMS TAX FUND:** \$8,547.57; **TOTAL FUND BALANCE:** \$1,395,964.99

PUBLIC COMMENT: There were no public comments made at tonight's meeting.

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 that before a garage is placed or built, the property must have the residence completed first.

The Planning Commission met on May 22, 2024 regarding the floodplain ordinance which will continue to be worked on and sent for further review before being brought to council for approval. They also

discussed the Antietam Valley Shopping Center. Upgrades are being made to the shopping center including the façade and signage. There has been a Master Sign Plan put into place for the Shopping Center that include a sliding scale to allow each unit to have their signs displayed in a uniform and visible manor. This will improve the appearance of the shopping center as well as save time and money for the Tenant and Borough. The Tenant will long longer be required to go to a zoning hearing board and apply for variances for their sign. The Planning Commission, including the Borough Engineer, as well as the Antietam Valley Shopping Center agreed on the Master Sign Plan and requested that it be sent to council for approval. A motion was made to adopt the Master Sign Plan with one change/condition. The end units have a non-conforming sign on the side of the building. If the end unit sells and a new usage is placed in that unit, the non-conforming sign on the side of building will need to be removed permanently. Council agreed to the terms and a motion was made to accept the Planning Commissions Master Sign Plan with the non-conforming sign condition. Robert May made the motion; seconded by Dave Eggert; all were in favor so the motion carried.

REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUDT

Joan London, Borough Solicitor was absent from tonight's meeting. No reports were made.

REPORT OF THE BOROUGH MAYOR - CORRINE ZANA

Corrie Zana, Borough Mayor was absent from tonight's meeting. The Police Chief's monthly report was in councils' packet to review.

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.

PLANNING COMMISSION

The Planning Commission met on May 22, 2024 regarding the floodplain ordinance and the Antietam Valley Shopping Center. They will meet again June 26,2024. Further details are in the Borough Engineer's report.

ZONING AND CODE ENFORCEMENT: ALLISON LEINBACH, BOROUGH MANAGER

No enforcements to discuss

UNFINISHED BUSINESS

No unfinished business to discuss.

NEW BUSINESS

The joint Comprehensive Planning started again. It was asked that the borough send a letter to public transportation asking that they review their plans to allow more public transportation in the borough.

The summer playground program started up and is successful thus far. Touch a truck night was well received by the borough.

The borough received LSA grants for equipment. Grant money will be reimbursed, a motion was made to allow payment for the Bobcat and attachments, Dave Eggert made the motion to for payment; seconded by Greg Zawilla; all were in favor and the motion carried. Another motion was made for the payment of the paved jet equipment, Dave Eggert made the motion to release the funds for the new equipment; seconded by Warren Lubenow; all were in favor and the motion carried.

The fire tax credit payments are to be disbursed to those who qualify. A motion was made to release the funds to the correct account to be able to pay the tax credit; Dave Eggert made the motion; seconded by Rev. Bennethum; Steve Geibel needed to abstain from the vote; all other council members were in favor and so the motion carried.

A motion was made to release the funds to pay each qualified individual the fire tax credit. Dave Eggert made the motion; seconded by Warren Lubenow; Steve Geibel need to abstain from the vote; all other council members were in favor and so the motion carried.

JP Mascaro & Sons Trash and Recycling additional year renewal needed to be decided. A motion was made to renew their services for the additional year of 2025. Dave Eggert made the motion for the optional year; seconded by Warren Lubenow; all were in favor and the motion carried.

The borough seal coat project will be starting and bids need to be sent. A motion was made to allow the advertisement of the bidding for the July 11th opening. Dave Eggert made the motion; seconded by Steve Geibel; all were in favor so the motion carried.

Resolution 894-2024 – Price adjustment of bituminous materials for small quantities

A motion was made to adopt resolution 894-2024, Dave Eggert made the motion to approve the escalator clause for bituminous material; seconded by Warren Lubenow; all were in favor and the motion carried.

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. A motion was made to allow archery hunting on borough lands with

all of the rules and regulations in place including fees and fines. Greg Zawilla made the motion; seconded by Dave Eggert; all were in favor and the motion carried.

ADJOURNMENT:

MOTION: Dave Eggert made the motion to adjourn; seconded by Greg Zawilla; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:42pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Amanda Muso', written over a faint circular official seal of the St. Lawrence Borough Council.

Amanda Muso

Borough Secretary

ST. LAWRENCE BOROUGH COUNCIL

6/14/2024