

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
Thursday, September 11, 2025**

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, September 11, 2025

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, Michael Fritz, Member, Steve Geibel, Member, Gregory Zawilla, Member, Rev. D. Michael Bennethum, Member, Warren Lubenow, Member, Corrie Zana, Borough Mayor, Derrek Rhoads, Roadmaster, Allison Leinbach, Borough Manager /Treasurer, Borough Solicitor Joan London was absent, Julia Adams came in her place, Borough Engineer Pamela Stevens, and Amanda Muso, Borough Secretary.

APPROVAL OF THE MINUTES: The minutes from the August 14, 2025, Meeting were presented to the Council for review. There were no corrections or additions.

MOTION: Dave Eggert made the motion to approve the minutes as presented; seconded by Rev. Bennethum; all were in favor and so the motion carried.

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification up to and including September 10, 2025, were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund up until September 10, 2025, totaled \$87,746.57; sewer fund totaled \$12,714.93; liquid fuels fund totaled \$4,110.94; fire tax fund totaled \$0.00; EMS tax fund totaled \$0.00.

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: Mike Fritz made the motion to approve the treasurer's report as presented and file it for audit; seconded by Dave Eggert; all were in favor and the motion carried.

GENERAL: \$381,619.21 **SEWER:** \$278,688.53 **RESERVES:** \$209,842.38 **LIQUID FUELS:** \$142,008.81 **FIRE TAX:** \$3,881.97
EMS TAX FUND: \$4,430.66; **TOTAL FUND BALANCE:** \$1,020,471.56

PUBLIC COMMENT:

Keith Stuntz from the POSA came to ask permission from the Council if they would be able to place piping in the flower bed out front to hold flag poles. The flag poles will be 5ft high to support 3x5 flags. They have requested 6 of them to go in; the poles will only be erected with flags on special occasions. Having the piping in the ground will make putting the flags up easier when the time is needed. Council decided that they may do so, and that Derrek and the road crew will place the pipes in the ground for the POSA, but they will pay for the materials.

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. There has been a variance application submitted for 3613 Stoner Ave. The property owner

would like to build a pole barn that exceeds the dimensions allowed for a detached garage. He would like a variance of 5ft in height to allow space for a storage loft and width by 8ft to a total of a 30x40 pole barn. He is looking for a dry location for storage due to his current basement having water infiltration issues; he also does not have a current garage. Planning Commission met on August 27, 2025. They are recommending that Council consider his variance with their support to the Zoning Hearing Board.

MOTION: Council has decided to send the Zoning Officer, as well as SDE Engineer Pamela Stevens, to the Hearing on September 22, 2025. They do not feel that Solicitor Joan London needs to be at this particular hearing. Council will follow the recommendation of the Planning Commission in support of the variance, with the condition that the pole barn is not used for living space. There may not be a separate water line or service connected to that building provided by the water company without going through the Zoning Hearing Board. The motion was made by Dave Eggert; seconded by Rev. Bennethum; all were in favor and so the motion passed.

REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUTD

Borough Solicitor did not have any new information for tonight's meeting.

REPORT OF THE BOROUGH MAYOR - CORRINE ZANA

Mayor Zana added her report to Council's packet prior to the meeting to review. The Police Commission meeting was held on September 4, 2025. One of the topics discussed was that many citizens are now requesting bodycam footage along with the police report. This takes time and money to get to each person and so there will now be a charge for any individual who is requesting bodycam footage along with the police report.

The chief also requested that we, along with the surrounding towns, help with the removal and cleanup of the trees and debris that are falling onto the roof and property of the police building. The Borough Road crew will be happy to assist with the cleanup.

On August 22, 2025, the first of many Centennial meetings was held. 2027 will mark a big year for the Borough, to celebrate such a milestone a centennial committee was formed to plan a festival for all of the Borough to celebrate.

PUBLIC WORKS - DERREK RHOADS

Derrek Rhoads submitted his report, which was added to Council's packet for review prior to the meeting. Plans have been submitted for the new garage and are underway, final pricing of prevailing wage is being determined; once that is complete, the garage will begin to be built. On September 8, there was an on-site meeting with borough staff, the mayor, and a council member, along with three community members at the Levan St. headwall. They are having concerns about the woodland debris causing it to back up and overflow during heavy rainfall. There are options being weighed as to what we can do. Mike Fritz has offered to contact someone to find out a price to build or if an angled grate can be built to help deter the debris from blocking the water flow. The main issue is on the East side, which is eroding, and even with a new cage and steps to help the erosion will not stop the amount of water volume coming from the mountain. We would also need to be very cautious due to the area; DEP permits and regulations would be required. Derrek was advised to call the conservation district for clarification and assistance.

There was an email about the traffic light on Prospect St and St. Lawrence. Prospect St. seems to get backed up at times due to the light changing so quickly. Derrek went out and observed the light as well

as pulled the PennDOT study. The phasing of the study does match up and does pass all he recommended timing. At this time, there is not much that we can do. In the future, we hope to work with the Green Light Go grant and get updated signals for better traffic flow.

PLANNING COMMISSION

No updates or upcoming meetings

ZONING AND CODE ENFORCEMENT: ALLISON LEINBACH, BOROUGH MANAGER

Zoning Hearing Board will meet at 6:00 pm on September 22, 2025, to make a decision regarding 3613 Stoner Ave.

UNFINISHED BUSINESS: NONE

EXECUTIVE SESSION: A motion was made at 8:07 PM by Warren Lubenow; seconded by Rev. Bennethum; all were in favor, and so the motion carried to go into executive session to discuss the real estate sale of 3540 St. Lawrence Ave. Reading, PA 19606 (old Borough Hall), and personnel questions.

At 8:21 PM, Dave Eggert; made the motion to end the session; seconded by Warren Lubenow; all were in favor and so the motion carried to come out of executive session.

All Business was discussed that was on the agenda

The agenda needed to be amended to include two motions that were discussed during the executive session.

Dave Eggert made the motion to amend the agenda to include the sale of the old Borough Hall located at 3540 St. Lawrence Ave. Reading, PA 19606, as well as to authorize Pamela Stevens and SDE to start working on a concept for a playground renovation project; seconded by Steve Geibel; all were in favor and so the motion carried.

MOTION: To take the offer that was presented on the sale of 3540 St. Lawrence Ave. Reading, PA 19606 for \$390,000.00 with no contingencies and closing in 30 days or as soon as possible. Dave Eggert made the motion; seconded by Rev. Bennethum; all were in favor and so the motion carried.

MOTION: To authorize Pamela Stevens, SDE Engineer, Recreation Chair Dave Eggert, and Borough Staff to begin working on a concept and design of the Borough Playground for a renovation and revitalization project. Dave Eggert made the motion; seconded by Rev. Bennethum; all were in favor and so the motion carried.

NEW BUSINESS :

Public Safety:

Bob May attended the yearly Pipeline Management meeting on behalf of the Borough.

Joint Comprehensive Plan:

There was a meeting at the beginning of September, they will be putting out another draft since there were too many complications and changes with their current plan. More to come with the new plan.

Library:

No new information to report.

Recreation:

No new information to report.

Municipal Lands:

No new information to report

OTHER:

1.2025 Trash Bid

MOTION: To approve the 2025 Trash and Recycling Bid Specs and approve to advertise twice in the newspaper was made by Mike Fritz; seconded by Dave Eggert; all were in favor and so the motion passed.

2.Tax Collector, Susan Eggert, is requesting that if a tax payment is received, and the amount paid is over by \$2.00 or less, no refund will be issued. The overage will remain in the account and be given to the school district at the end of the tax year. Many other municipalities do this with a larger amount due to the cost of the stamp, envelope, and paper per each refund.

MOTION: To no longer refund a tax payment that paid over the amount due by \$2.00 or less. Any payment over \$2.00 will receive the refunded amount due. Dave Eggert made the motion; seconded by Mike Fritz; all were in favor and so the motion carried

3.Authorization to release the escrow account for the sidewalks to Muddy Paws Investments LLC, 3209 Oley Turnpike Rd. Reading, PA 19606 in the amount of \$15,712.50

MOTION: To approve the release of \$15,712.50 from the escrow account to Muddy Paws Investments LLC., 3209 Oley Turnpike Rd. Reading PA 19606 for the sidewalk installation which is complete and has passed all inspections. Dave Eggert made the motion; seconded by Rev. Bennethum; all were in favor and so the motion carried.

4.Authorization to add an administration fee to permits- There are an increasing amount of permits, and with new residents moving in, more questions need to be answered and help with the paperwork. This takes time and the Borough does not see any money from the permits. Moving forward, an administration fee of \$25.00 will be added to all Residential and Commercial UCC permits.

POSSIBLE MOTION: To authorize Resolution 921-2025 Amendment to the fee schedule of January 2025, adding administration fees to permits. Dave Eggert made the motion; seconded by Mike Fritz; Greg Zawilla opposed; the majority were in favor, and so the motion still carried

5.Central Berks Police Department Contract Renewal 2025-2030

MOTION: To approve the Central Berks Police Department new contract pricing with the same contract terms. Dave Eggert Made the motion; seconded by Mike Fritz; all were in favor and so the motion carried.

6.Truck Tailgate needs to be replaced, Roadcrew is requesting to upgrade the tailgate to put a lift in with it since it needs to be replaced now anyway.

MOTION: To approve the purchase of a new steel liftgate with the new tailgate for the purchase price of \$5,400 was made by Dave Eggert; seconded by Warren Lubenow; all were in favor and so the motion carried.

7.LSA Equipment Grant-Local- to purchase a John Deere Gator, a Tractor and a trailer, plus accessories with a 0% match to the Borough

MOTION: Approve Resolution 923-2025 Authorizing a grant for a Statewide Local Share Grant from the Commonwealth Financing Authority in the amount of \$ 74,767.50 to purchase a John Deere Gator, a Tractor, a trailer, with accessories. Dave Eggert made the motion; seconded by Warren Lubenow; all were in favor and so the motion carried.

8.Safety Net Animal Control Contract is up for renewal. They asked to continue to service St. Lawrence at the same rate of \$3,000.00. The contract will remain the same as 2025 for the 2026 calendar year.

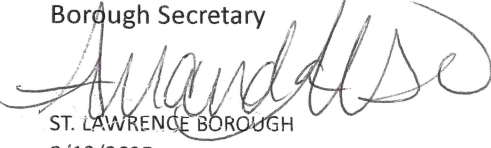
MOTION: To approve Resolution 924-2025 the Animal Control Agreement Renewal of 2026 with Safety Net Sanctuary with no changes to the current contract for \$3,000.00 for 2026. Dave Eggert made the motion; seconded by Mike Fritz; all were in favor and so the motion carried.

ADJOURNMENT:

MOTION: Dave Eggert made the motion to adjourn; seconded by Steve Geibel; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:53 pm.

Respectfully submitted,

Amanda Muso
Borough Secretary



ST. LAWRENCE BOROUGH
9/12/2025