

AGENDA

ST. LAWRENCE BOROUGH COUNCIL

May 15, 2025– 6:30 P.M.

This meeting will be conducted and recorded via remote audio and video conference services (Zoom). Live-stream of the Zoom feed on the Borough's YouTube Channel at:
<https://www.youtube.com/channel/UC47chxePrF2JS6NKMO3uS8w>

* Call to order

* Pledge of Allegiance

* Roll call

- | | | |
|--|---|---|
| <input type="checkbox"/> Robert J. May, President | <input type="checkbox"/> David Eggert, Vice-President | <input type="checkbox"/> D. Michael Bennethum, Member |
| <input type="checkbox"/> Michael Fritz, Member | <input type="checkbox"/> Steve Geibel, Member | <input type="checkbox"/> Warren Lubenow, Member |
| <input type="checkbox"/> Gregory Zawilla, Member | <input type="checkbox"/> Corrie Zana, Mayor | <input type="checkbox"/> Joan London, Esq. Solicitor |
| <input type="checkbox"/> Allison Leinbach, Manager/Treasurer | <input type="checkbox"/> Pamela Stevens, PE. Borough Engineer | |
| <input type="checkbox"/> Derrek Rhoads, Roadmaster | <input type="checkbox"/> Amanda Muso, Borough Secretary | |

* Council Minutes

Motion: to approve April Borough Council Meeting Minutes

* Approval and Payment of Bills:

Motion: to approve the Consolidated Payment of Bills Report as

PAYABLES REPORT AS OF 05/13/2025

General Fund	-	\$	128,656.70
Sewer Fund	-	\$	19,999.32
Liquid Fuels Fund	-	\$	3,800.69
Fire Tax Fund	-	\$	34,570.15
EMS Tax Fund	-	\$	25,497.01

* Approval of Treasurer's Report

Motion: To accept and file for audit the Consolidated Treasurer Report – 2025

FUND BALANCES AS OF APRIL 2025

General Fund	-	\$	303,646.49
Liquid Fuels Fund	-	\$	157,063.45
Fire Tax Fund	-	\$	15,305.30
EMS Tax Fund	-	\$	11,422.56
Sewer Fund	-	\$	208,678.91
Reserve Funds	-	\$	206,894.28

* Public Comment – If any

* Consultant's Reports

Borough Engineer's Report

Borough Solicitor's Report

* Borough Mayor's Report

* Department/Staff Reports

Finance

Borough Zoning/ Local Codes Enforcement Officer's Report

Public Safety- Emergency Management

Public Works – Sewers, Streets, Stormwater, etc.

*** Committee/Commission Reports**

Library – Mike Fritz

Joint Comprehensive Plan – Warren Lubenow

Municipal Lands – Warren Lubenow

Recreation – David Eggert

Planning Commission – Warren Lubenow

Planning will hold a meeting Wednesday May 28, 2025 to discuss the Floodplain Ord.

Zoning Hearing Board - No meeting scheduled

***General Comments**

***Public Meetings - Announcements**

All public meetings at St. Lawrence Borough Municipal Building at 135 N Prospect St.

May 20, 2025 Elections will be held at the St. Lawrence Borough Municipal Building
135 N Prospect St. Reading PA 19606

Changes to Office Hours

Borough Office closes at 2:30 pm Monday -Thursday and 12:00 pm on Fridays

Borough Office closed on May 20, 2025 for Election Day

Borough Office closed on May 26, 2025 for Memorial Day

Discuss Summer Meeting Schedule- Any known vacations-

July 10,2025 Derrek and Amanda will be absent

***Executive Session**

MOTION: To Enter into Executive Session to Discuss Personnel Business and
Property Maintenance Issues

***Old Business**

none

***New Business**

1. Discuss accepting credit card payments and online credit card and check payments

Company called Nuvei- No cost to Borough, they handle all compliance and service fees. Credit card service fee is 4.25% per transaction ACH is \$1.99 per transaction. They include two credit card machines and all online software and website servicing. No contract, just an agreement that goes month to month.

MOTION: Approve Resolution 916-2025 Authorizing to Enter into an Agreement with
The Payment Group, Nuvei and for staff to complete all necessary additional paperwork.

2. **MOTION:** Approve the Renewal of the Service Electric Franchise Agreement- expires March 15, 2028. Nothing will change in the renewal agreement between Service Electric and the Borough.
3. Discuss gas to building: UGI agreed to install a gas line in the street which will cost approx. \$63,749.00. They will pay that cost if we convert our heating systems to gas within 12 months; if we do not convert within the 12-month period the cost will then be on the Borough. Landis Mechanical submitted a quote for conversion of \$153,249.02. Cost does not include purchase or installation of a generator or restoration to the property. Options to move forward with conversion with Landis or another CoStar Contractor vs bidding out.

POTENTIAL MOTION: Approve and sign the UGI Customer Agreement to install gas lines in the public street with the intent to convert the Borough Building to Gas within 12 months

4. Surplus of furniture in Conference Room A to prepare for room for residents during voting

5. **MOTION:** Approve SDE to begin to work with the Borough Staff to develop the plans for the Multimodal Grant.
6. Traffic Planning and Design- Traffic Signal Removal Study at St. Lawrence and Elm St.
POTENTIAL MOTION: for study to be done at the estimated fee of \$ 7,550.00

*Adjournment: **Motion –** Adjourn meeting