

BOROUGH OF ST. LAWRENCE
MEETING MINUTES
Thursday, November 13, 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, November 13, 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, Borough Solicitor Joan London, Borough Engineer Pamela Stevens, and Amanda Muso, Borough Secretary. Allison Leinbach, Borough Manager /Treasurer, was absent from tonight's meeting.

APPROVAL OF THE MINUTES: The minutes from the Special October 16, 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 Warren Lubenow; 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 November 12, 2025, were presented to Council prior to the meeting for review. Bills requiring payment and ratification from the general fund up until November 12, 2025, totaled \$234,633.01; sewer fund totaled \$15,153.17; liquid fuels fund totaled \$0.00; 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 Mike Fritz; 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 so the motion carried.

GENERAL: \$532,928.46 **SEWER:** \$248,248.75 **RESERVES:** \$211,061.40 **LIQUID FUELS:** \$135,221.49 **FIRE TAX:** \$4,364.99
EMS TAX FUND: \$4,779.24; **TOTAL FUND BALANCE:** \$1,136,604.33

PUBLIC COMMENT:

Keith Hartman from Levan St and Matt Dobroskey from St. Lawrence Ave. came to the meeting to follow up with any progress concerning the Levan St. headwall. Council discussed options after a meeting took place with Mike Fritz, Derrek Rhoads, and a contractor at the headwall to come up with a helpful solution to the debris buildup issues. Although not a total solution to the problem can be solved, a replacement grate at the entryway may help with much of the issue. It was decided to replace the grate that is currently there with one that is larger and sloped to help force the debris up instead of getting stuck and clogging the drain. Dave Eggert made a **MOTION** to have Derrek Rhoads contact the contractor to have him purchase and install the new grate; seconded by Warren Lubenow; all were in favor and so the motion carried. Both borough residents seemed pleased with the outcome of the discussion and are hopeful that it will mitigate some of the problems.

Mike Guido from JP Mascaro was in attendance to speak to the Council in hopes that they would choose JP Mascaro as the trash hauler for the new contract. Casella was the lowest bidder; the contract will be brought up later in the 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. The Green Light Go Grant application and scope of work need to get underway for it to be submitted. Traffic Plan Design (TPD) will be working with the Borough for this project. They will do the site measurements and scoping of both intersections: SR 021 Perkiomen Ave and SR 562 St. Lawrence Ave for traffic signal upgrades. The fee for this service is approximately \$2,580.00.

A motion was made for authorization to sign the service agreement with TPD in the estimated amount of \$2,580.00 to complete the scoping of both intersections.

MOTION was made by Dave Eggert; seconded by Mike Fritz; all were in favor and so the motion carried. The DEP and SEO have been trying to contact the owners of 170 N Bingaman St. regarding updates to the complaint made in September with issues in their sewer. They have been unsuccessful thus far and will continue to follow up with the property and owner.

REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUTD

The Borough Solicitor has reviewed all of the trash bid spec documents for compliance. Casella at this time is the lowest responsible bidder.

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 met on November 6, 2025. The Borough of St. Lawrence will continue to contract with Central Berks as our police force. There is currently an investigation into a recent "check washing" scheme that has affected some residents of the Borough. An arrest has been made, and the CBPD will continue its diligent work on this situation. There have also been recent homeland security issues in the area regarding trafficking and conspiracy, which officers have been assisting with as well.

On December 16, the yearly Shop with a Cop event will take place at the Exeter Township Target. The St. Lawrence Woman's Club is pleased to be able to participate in this annual event.

The second installment of the Centennial Corner will be published in the upcoming newsletter.

PUBLIC WORKS - DERREK RHOADS

Derrek Rhoads submitted his report, which was added to Council's packet for review prior to the meeting. In his packet, the work that has been completed in the Borough, along with the Municipal building are listed. He also spoke about the tree removal that Met Ed had done. We are aware of the large tree pieces that were left behind; however, anything under 6 inches was not required to take by Met Ed. We encourage anyone with large pieces to put out a sign or post on social media that if someone cuts it up, they can have it. It is up to the individual homeowner to decide how they would like to proceed.

Acrylabs has a 3-bay garage with water and sewer in the back of their property and They mentioned to us that they would be willing to lease it. Discussions took place as to whether or not to hold off on building our garage and leasing the one that is there, or to move forward with the build. Council would like more information, and so a **MOTION** to amend the agenda was made by Dave Eggert; seconded by Mike Fritz ; all were in favor and so the motion carried

MOTION: To have Amanda contact Barry Lucas, owner of Acrylabs, and ask if he would offer the Borough a one-year lease with optional years to follow, as well as ask about plans to subdivide and purchase in the future. Dave Eggert made the motion; seconded by Warren Lubenow; all were in favor and so the motion carried.

PLANNING COMMISSION

No updates or upcoming meetings

ZONING AND CODE ENFORCEMENT: ALLISON LEINBACH, BOROUGH MANAGER

No updates or upcoming meetings

UNFINISHED BUSINESS:

1. Review and Potentially Award the new Trash and Recycling Hauler

MOTION: Award the Trash and Recycling Contract to the lowest responsible bidder pending review by the Solicitor. The current bidder is Casella. The motion was made by Dave Eggert to accept Casella as the lowest responsible bidder; seconded by Mike Fritz; all were in favor, and so the motion carried.

2. UGI has added the gas line to the building, and buying and installing a standby generator is one of the top priorities. We have received 2 quotes with differing pricing. Derrek will get more quotes from other dealers to give to Council to be able to make a more informed decision.

NEW BUSINESS :

1. Advertise Ordinance No. 461- Levying Real Estate Tax for the Year 2026

MOTION: Approve the advertisement of Ordinance No.461 which states: That a tax is hereby levied for the year 2026 upon all real estate in the Borough of St. Lawrence subject to taxation for Borough purposes, as follows:

The tax rate for general Borough purposes is hereby fixed at 0.75 mills and a fire tax rate of 0.72 mills on each dollar of assessed valuation

The EMS tax rate is hereby fixed at 0.5 mills

All Ordinances or parts of Ordinances inconsistent herewith are to the extent of such inconsistency are hereby repealed.

The motion was made by Dave Eggert; seconded by Mike Fritz; all were in favor and so the motion carried.

2. Approve the 2026 preliminary budget and to advertise the preliminary budget

MOTION: Approve the preliminary 2026 budgets for General Fund, Sewer Fund, Liquid Fuels, Fire Tax, and EMS Tax and authorize to advertise the preliminary budget

Warren Lubenow made the motion; seconded by Steve Geibel; all were in favor and so the motion carried.

3. Sign agreement with Savvy Citizen for \$2,139 per year

The Borough will no longer distribute a quarterly Newsletter to every property after the winter 2025 published newsletter. A newsletter will still be made and put onto the Savvy Citizen site as well as the borough website, if someone calls in and specifically requests one be mailed to them, we will accommodate (for that 1 newsletter, each newsletter they will need to call in for one to be mailed). Once the Code Red agreement is up, we will no longer renew with them as Savvy Citizen will replace Code Red as well.

MOTION: Authorize the agreement with Savvy Citizen as the communication tool for the Borough to inform and notify residents at \$2,139 per year

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

4. Resolution 928-2025 Beginning in 2026 the Borough will no longer accept cash over \$20.00 including tax payments, anything over \$20.00 must be paid by check, money order, or credit card.

MOTION: To approve Resolution 928-2025 Establishing a Policy for the Acceptance of Payments for Municipal Service, Fines, and Fees. The Borough cash limit will now be \$20.00, any amount over \$20.00 must be paid by check, money order or credit card.

Dave Eggert made the motion; seconded by Rev. Bennethum; all were in favor and so the motion carried.

5. Advertise Reorganization meeting for January 5, 2026

MOTION: Approve the advertisement of the Reorganization Meeting on January 5, 2026 at 7:00pm followed by the regular monthly Council Meeting at 7:30pm.
Dave Eggert made the motion; seconded by Steve Geibel; all were in favor and so the motion carried.

6. Resignation of Roadmaster, Derrek Rhoads

MOTION: Accept the resignation of Derrek Rhoads, effective November 30, 2025

Dave Eggert made the motion to accept the resignation; seconded by Warren Lubenow; Mike Fritz opposed; the majority were in favor and so the motion carried

MOTION: Advertise the Roadmaster job for applications to fill the vacant position. All applications to be submitted by November 30, 2025

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

Public Safety:

No new Borough safety issues discussed

Joint Comprehensive Plan:

Contact Warren with any updates or concerns with the plan

Library:

No new information to report.

Recreation:

No new information to report. Dave is working on a concept plan for the playground upgrades.

Municipal Lands:

No new information to report

EXECUTIVE SESSION:

A **motion** was made at 8:47 pm by Warren Lubenow to enter into executive session to discuss personnel issues; seconded by Dave Eggert; all were in favor and so the motion carried.

At 10:10 pm, a **motion** was made by Dave Eggert to come out of executive session; seconded by Warren Lubenow; all were in favor and so the motion carried.

A decision was made after they came out of executive session to have another meeting on Thursday, November 20, 2025, at 7:30 pm. The new meeting will open and go directly into executive session to discuss personnel issues.

A **MOTION** was made by Dave Eggert; seconded by Mike Fritz for Amanda to advertise the new meeting; 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 10:14pm.

Respectfully submitted,



Amanda Muso
Borough Secretary