

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, MAY 14, 2015**

ATTENDANCE: Mr. Robert J. May, Council President
Mr. David W. Eggert, Council Vice President
Rev. D. Michael Bennethum, Councilman
Mr. Rick Davidson, Councilman
Mrs. Joan Eshelman, Councilwoman
Mr. Cary G. Whitman, Councilman – Arriving at 8:10 PM

OTHERS IN ATTENDANCE: Mrs. Susan Eggert, Borough Secretary
Ms. Allison Leinbach, Borough Manager
Ms. Pamela Stevens, Borough Engineer, SDE
Ms. Joan London, Borough Solicitor, KS
Ms. Carole Duran, Reading Eagle
Mr. Steve Geibel, Exeter Fire Representative
Mr. Michael Fritz, Borough Mayor
Chief Raymond Serafin, Chief of Police Central Berks

ABSENT: Mr. Warren Lubenow, Councilman

CALL TO ORDER: The meeting of the St. Lawrence Borough Council was called to order at 7:32 PM by Council President, Mr. Robert J. May.

APPROVAL OF THE MINUTES: The minutes of the April, 9, 2015, meeting were presented to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes.

MOTION: Mr. Rick Davidson made the motion to approve the minutes as presented; seconded by Mr. David Eggert; all were in favor and the motion carried.

TREASURER'S REPORT: The treasurer's report was distributed to the members of Council prior to the meeting for review. There were no questions, corrections or clarifications to the report and Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented and file it for audit; seconded by Mr. Davidson; all were in favor and the motion carried.

GENERAL: \$253,506.18 **SEWER:** \$228,941.94 **LIQUID FUELS:** \$136,805.67 **RESERVES:** \$48,715.63

APPROVAL OF THE BILLS: The bills requiring payment and ratification were distributed to Council. Bills requiring payment and ratification from the general fund totaling \$97,792.44 and the sewer fund totaling \$26,733.20; there were no questions, corrections or clarifications and there was no discussion. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented from both the general fund and sewer fund totaling \$97,792.44 and \$26,733.20 respectfully; seconded by Mrs. Eshelman; all were in favor and the motion carried.

REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS, SDE

LANDIS PROPERTY - There were new plans submitted by Mr. Landis for his parking plan and there are still some deficiencies in the permit package that are being reviewed at this time. The review is going to be quite comprehensive and will take hours. The concern is that Mr. Landis has been hesitant to pay another invoice for reviews. There was a discussion and there will be no more review of plans or permits until the other bill is paid.

MOTION: Mr. Eggert made the motion to setup an escrow for plan review; seconded by Mrs. Eshelman; all were in favor and the motion carried.

HOUSING OF CHICKENS IN RESIDENTIAL AREA - It has come to the attention of the Borough office that there are a number of residents and requests for chickens. The ordinance does allow for chickens however some research has been done and it is felt that we need to redo the ordinance which sets a minimum square footage of property to house wildlife and a minimum square footage for housing of the actual chickens themselves. Ms. London was asked to prepare a recommendation for Council to review at the next meeting.

PLANNING COMMISSION - The Planning Commission discussed the model sign ordinance at their April meeting and will discuss further this month.

UGI/PA AMERICAN - There have been a number of issues with PA One Calls that are not being marked out or not pulling a permit. PA American has pulled a street opening permit for digging up Beechwood Drive but now they would like to extend it to Parkview and through Oley Turnpike Road which has not been paid for as of today. It was also noted that UGI has an outstanding balance of \$70 which has not been paid as of today. They are currently looking at a trenchless option for North Bingaman since they have been told that this would be around \$70,000 in permit fees because this was a newly paved roadway. There is some of this that would be a deposit and would be refundable once the roadway is fixed to Borough standards.

GPS SERVICE - Ms. Stevens got a price of \$500 monthly to utilize a GPS which is too expensive.

TOSCO ZONING HEARING – The decision will be rendered by the Zoning Hearing Board on Monday, May 18, 2015 at 7:00 PM.

SIDEWALKS - It was noticed that there are a lot of sidewalks in disrepair throughout the Borough. There will be an article put in the newsletter about this and that when repairing them that a permit is needed.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON – KOZLOFF STOUTD

ZONING HEARING - Ms. London appeared at the zoning hearing for the Tosco property as well as Ms. Stevens and the gentleman from Traffic Planning and Design. The decision will be rendered on Monday, May 18, 2015 at 7:00 PM.

DRAFT STREET OPENING PERMIT - Ms. Stevens indicated that she had a draft copy of a prepared street opening permit and felt that there was not enough information to allow for the penalty. This will be discussed further next month.

POTENTIAL LITIGATION – Ms. London requested an executive session to discuss potential litigation regarding Phoebe Ministries.

UNPAID SEWER BILLS - Ms. Leinbach presented numerous properties that have unpaid sewer invoices that need liens placed because of the amounts of the bills. The following properties need liens placed are 3150 St. Lawrence Avenue, 330 Parkview Road, 3630 Patton Street, and 316 Levan Street. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to file the liens for the above properties; seconded by Mr. Davison; all were in favor and the motion carried.

REPORT OF THE BOROUGH MAYOR - MICHAEL FRITZ

The police report was available for review. Mayor Fritz asked to go into executive session to discuss potential contract numbers from Central Berks Police Department. Mr. Eggert also thanked Central Berks Police department for their presence at the egg hunt; it was well received.

STREETS & LIGHTS -

Ms. Leinbach indicated that she has received a quote from Telco for repair of the loop at St. Lawrence Avenue and Prospect because apparently it is broken. Ms. Leinbach asked for authorization from Council to have EJB repair the roadway prior to getting the loop repaired since this apparently happened because of deterioration of the roadway.

PLANNING COMMISSION

The Planning Commission will be meeting on Wednesday, May 27, 2015 again to review and discuss the sign ordinance.

ST. LAWRENCE BOROUGH COUNCIL

SANITARY SEWERS

The liens will be placed for the outstanding sewer bills.

INSURANCE

PIRMA REPORT - There was a risk review report. There were a few recommendations made including an employee policy manual. Also the railing at the playground needs to be replaced and some concrete blocks removed. A quote was received for replacement of the railing with a rod iron railing for a price of \$700. This will be done prior to the opening of the playground.

NEWSLETTER

The newsletter will be going out prior to the opening of the playground.

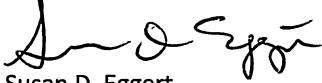
GENERAL COMMENTS

Rev. Bennethum would like Ms. London to look into whether or not the playground leaders are required to have fingerprinting done to work at the playground. Ms. London was authorized to look into this matter and report back to Ms. Leinbach as soon as possible with this information so that the leaders can get this done if required to do so. It was noted that the leaders do get the criminal background and PA Child Abuse clearances done.

EXECUTIVE SESSION – MOTION: Mr. Eggert made the motion to go into executive session to discuss the police contract and potential litigation with Phoebe Ministries as well as Exeter Township regarding sewer; seconded by Mrs. Eshelman; all were in favor and the motion carried. Borough Council went into executive session at 8:04 PM. Council came out of executive session at 8:23 PM.

ADJOURNMENT: Mr. Whitman made the motion to adjourn; seconded by Mr. Eggert; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:25 PM.

Respectfully submitted



Susan D. Eggert
Borough Secretary