

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, FEBRUARY 12, 2015**

**ATTENDANCE:**

Mr. Robert J. May, Council President  
Mr. David Eggert, Council Vice President  
Rev. D. Michael Bennethum, Councilman  
Mr. Rick Davidson, Councilman  
Mrs. Joan Eshelman, Councilwoman  
Mr. Warren Lubenow, Councilman  
Mr. Cary G. Whitman, Councilman

**OTHERS IN ATTENDANCE:**

Mrs. Susan Eggert, Borough Secretary  
Ms. Allison Leinbach, Borough Manager  
Mr. William C. Daniels, Code Enforcement Officer  
Ms. Pamela Stevens, Borough Engineer – SDE  
Ms. Joan London, Borough Solicitor – Kozloff Stoudt  
Mr. Matt Stairiker, Lower Alsace Ambulance  
Mr. Merv Wertz, Lower Alsace Ambulance  
Mr. Elliot Kreimendahl, Lower Alsace Ambulance  
Mr. Steve Geibel, Exeter Township Fire Company  
Ms. Carole Duran, Reading Eagle  
Mr. Robert Graffius, Little Kiddles Place  
Mrs. Sherry Graffius, Little Kiddles Place  
Mr. Jay Worrall, Antietam Valley Community Partnership  
Mr. Charles Waterbury, Resident/President AVRCC  
Mr. Michael Fritz, Borough Mayor

**ABSENT:**

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Mr. Robert May, Council President, at 7:30 PM.

**APPROVAL OF THE MINUTES:** The minutes from the previous meeting held on Thursday, January 8, 2015, were distributed to the members of Council for their review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented; seconded by Mrs. Joan Eshelman; 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 their review. There were no questions, corrections or clarifications to the treasurer's report and Ms. Leinbach indicated that the treasurer's report could be approved as presented and filed for audit. **MOTION:** Mr. Rick Davidson made the motion to approve the treasurer's report as presented; seconded by Mr. Cary Whitman; all were in favor and the motion carried.

**GENERAL:** \$157,303.94 **SEWER:** \$182,969.12 **RESERVES:** \$49,691.51 **LIQUID FUELS:** \$96,407.29

**APPROVAL OF THE BILLS:** All bills requiring payment and ratification were presented to Council for review and approval. There were no questions, corrections or clarifications. All bills requiring payment and ratification from the general fund total \$100,778.34 and bills requiring payment from the sewer fund total \$17,574.80. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Davidson; all were in favor and the motion carried.

## **PUBLIC HEARINGS, PETITIONS**

**MATT STAIRIKER - LOWER ALSACE AMBULANCE** - Mr. Stairiker presented before Council again this evening after appearing last month asking if the Borough would consider using Lower Alsace Ambulance as their EMS provider for 9-1-1 since Exeter Ambulance was not going to be running 9-1-1 calls after March 31, 2015. Mr. Stairiker had indicated last month that Lower Alsace would be ALS certified by March 15, 2015 and that they are an underutilized community ambulance. They are really looking to gain a little bit more territory. Mr. Stairiker again indicated that if a resident had already paid a subscription to Exeter Ambulance for 2015 that they would accept that subscription even though they had not received any monies for that membership. They would still bill insurance companies for payment but would not bill patients with subscriptions for any balances. Ms. London had sent communication to Lower Alsace asking what compensation they would be looking for at this time. Mr. Stairiker indicated that at this time they are looking for no municipal funding however a donation would be accepted if the Borough wanted to do so. At the end of the year Lower Alsace Ambulance would come to the Borough with the amount of uncollectables and at that time perhaps a consideration for a donation could be made based off of that amount. The Borough would allow Lower Alsace Ambulance to send out a fund drive letter to get donations from the residents. Mr. Stairiker asked if perhaps the Borough office could ask Exeter Ambulance for information with regard to the number of memberships they have from St. Lawrence; he felt that perhaps if the municipality approached them that they would be more likely to respond. Mr. May indicated that he would like to see quarterly reports and Mr. Stairiker indicated that they would be happy to submit quarterly reports to the Borough. Mr. Lubenow asked a few questions about the proposal since he was not able to attend the January meeting. Mr. May indicated that there really was not a proposal since no mandatory funding is being required at this time. Mr. May indicated that he felt that the Borough should remove themselves from the transition period of Exeter Fire taking over EMS from Exeter Ambulance and let it play out with absolutely no involvement. Mr. Stairiker indicated that Lower Alsace Ambulance is expected to be up and running ALS as of March 15, 2015; the state has indicated that they will be through with their inspection process by that date. Mr. May indicated that since the transition is going to happen at the end of March that a decision needs to be made this evening so that the County can make the appropriate changes to the run cards. **MOTION:** Mr. Eggert made the motion that the Borough of St. Lawrence switch over to Lower Alsace Ambulance for the remainder of 2015 and then proposals will be gotten for 2016 as well as authorization to have Ms. Leinbach change the run cards with the County; seconded by Mr. Davidson; all were in favor and the motion carried.

**ANTIETAM VALLEY COMMUNITY PARTNERSHIP** – Mr. Jay Worrall presented to Council on behalf of the Antietam Valley Community Partnership to have a discussion about the improvements of Carsonia Park. There will be a letter/memo coming from the steering commission which is a nonprofit asking that all adjoining parties work together to obtain a grant for the improvements. Those involved would be Lower Alsace, Mt. Penn, Mt. Penn Water, Exeter, Mt. Penn Water Authority and St. Lawrence Borough. The area is leased from the water company by AVRCC. The steering commission is looking for all groups to work together through an intergovernmental agreement to obtain grant money. The deadline for the grant is the end of April. Ms. London indicated that the intergovernmental agreement needs to be done by ordinance. Mr. Worrall and Mr. Waterbury indicated that they could get the agreement to Ms. London. Ms. London indicated that authorization to advertise the ordinance would be required at this time. Mrs. Eggert indicated that this would be Ordinance 431. **MOTION:** Mr. Warren Lubenow made the motion authorizing advertisement of Ordinance 431 an intergovernmental agreement with Antietam Valley Recreation Commission; seconded by Mr. Davidson; all were in favor and the motion carried.

**ROBERT GRAFFIUS – LITTLE KIDDLES PLACE** - Mr. Graffius presented before Council with reference to the conditional use decision that he received back in December. In the decision it stated that an easement was going to be obtained from an adjoining property owner with regard to a driveway. As it turns out the property owner would not sign off on the easement as stated in the decision. There were several options proposed by Ms. London to rectify this issue. It was decided that the area would be painted with yellow crossing no parking which the adjacent property owner was in agreement with and a resolution will be needed and will be made part of the decision. A plan was projected which showed the new turning movement and the cross markings as stated above.

It was also noted that all employees will be asked to park in the rear of the property. **MOTION:** Mr. Eggert made the motion to amend the conditional use decision for Little Kiddles Place by way of Resolution 764-2015 which amends the original decision about the easement which could not be obtained and the with changes as noted above; seconded by Mr. Lubenow; all were in favor and the motion carried.

**REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS – SYSTEMS DESIGN ENGINEERING**

**LANDIS PROPERTY OLEY TURNPIKE ROAD** - Mr. Landis who owns the property at the corner of Oley Turnpike Road and Bingaman Street will need to apply for a conditional use. Mr. Landis plans on possibly having 3-4 businesses at this location one of which would be warehousing which requires a conditional use before Council. One of the concerns would be increased traffic at this property however Mr. Landis already has plans on moving the driveway opening up further Oley Turnpike Road further to avoid being at the intersection. He has also asked PennDOT about considering a 3-way stop sign at that intersection like it was during the detour when the bridge was being replaced on St. Lawrence Avenue.

**UGI** – Ms. London has been in touch with UGI and they will continue to monitor and repair Brumbach Street until a permanent patch can be done in the spring

**TOSCO PROPERTY** - Ms. Stevens indicated that she has reviewed the new zoning permit application and indicated that she had no choice but to deny the permit due to parking requirements. The zoning ordinance states by lot size not building size however either way there is not enough parking at this location. By denying the zoning permit it sends them to the zoning hearing board. Ms. Stevens indicated that there are numerous issues with this property and by sending them to the zoning hearing board all issues can be addressed. Ms. Stevens indicated that there are a lot of hardships with this property that can be addressed at the zoning hearing board level.

**TRAFFIC SIGNALS** – Ms. Leinbach indicated that she has been in touch with Ms. Staudt from Traffic Planning and Design. There were different scenarios presented by Ms. Staudt however the cost would be \$160,000 and the Borough would have to pay 50% and at this time there is no money to a project of this type.

**REPORT OF THE CODE ENFORCEMENT OFFICER - WILLIAM DANIELS**

There were a number of residents that were given courtesy calls in reference to not shoveling their sidewalks. Most of the residents complied when contacted. Ms. Leinbach indicated that she had spoken to the Mayor and he would like to see the Borough more proactive with enforcement on the snow shoveling.

**REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, KOZLOFF STOUDT**

**JOINT COMPREHENSIVE PLAN ORDINANCE** – A draft copy of the ordinance was provided to all for review. It has been 10 years since the last joint comprehensive plan ordinance and it is time to renew it with Amity, Exeter and the Borough. They will all be adopting the same intergovernmental agreement. This will be ordinance 432.

**MOTION:** Mr. Lubenow made the motion to authorize the advertisement of Ordinance 432 which would be adopt as an intergovernmental agreement for the joint comprehensive plan; seconded by Mr. Davidson; all were in favor and the motion carried.

**REPORT OF THE BOROUGH MAYOR - MICHAEL FRITZ**

The police report was available for review. Also the yearend report was available for review.

**BUDGET AND FINANCE**

**UNPAID 2014 REAL ESTATE TAXES TO TAX CLAIM** - Mrs. Eggert told Council that there were 14 unpaid real estate tax bills totaling \$8,386.98 to be turned over to Berks County Tax Claim. Mr. May asked if this was higher than usual. Mrs. Eggert indicated that it is slightly higher than usual however there are a few properties that paid after the filing due date and a few properties that are scheduled to go to settlement at the end of the month.

**MOTION:** Mrs. Eshelman made the motion to send the 14 unpaid real estate tax bills to Berks County Tax Claim for collection seconded by Mr. Davidson; all were in favor and the motion carried.

**STREETS & LIGHTS**

Ms. Leinbach indicated that the traffic light at Teak and Patton is not working. We are aware of the problem with the light however we need to wait until spring because it may require having to dig.

**PLANNING COMMISSION**

There will be no Planning Commission meeting in February unless something is received. We will plan on a March meeting to go over the SALDO and the sign ordinance.

**SANITARY SEWER**

There has been no news from Exeter as of yet.

**TRASH & RECYCLING**

There have been some problems but nothing significant at this time.

**RECREATION**

**PLAYGROUND LEADERS** - Mr. Eggert recommended to Council that the Borough hire Mr. Joseph Moser, who is a returning leader at an hourly rate of \$8.25 and hire a new playground leader Mr. Tanner Mengle at an hourly rate of \$7.75. **MOTION:** Mrs. Eshelman made the motion to hire Mr. Moser at an hourly rate of \$8.25 and Mr. Mengle at an hourly rate of \$7.75 for the summer of 2015; seconded by Mr. Davidson; all were in favor and the motion carried.

**ZONING HEARING BOARD**

The Vinny Vegas Pizza hearing was held and the board granted them the variance. We are just waiting on the decision.

**NEWSLETTER**

The next newsletter is scheduled to go out in March prior to the next Council meeting. It will include all of the spring time information including the annual Easter Egg Hunt.

**LIBRARY LIAISON**

Mr. Lubenow indicated that the library is currently revamping all of the computer systems. The township actually gave them an additional \$25,000 for the upgrading of the computers.

**NEW BUSINESS**

**APPOINTMENT OF THE DEPUTY TAX COLLECTOR** - Mrs. Eggert indicated that because of the new changes the Borough is required to appoint a deputy tax collector. Ms. Leinbach is already appointed as the deputy tax collector but there is new paper work that needs to be signed. **MOTION:** Mr. Davidson made the motion to appoint Ms. Leinbach as the deputy tax collector; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**BLIGHTED PROPERTY ORDINANCE** - The Berks Redevelopment Authority sent a sample blighted property ordinance for the Borough to review. There was a discussion and no action was taken at this time.

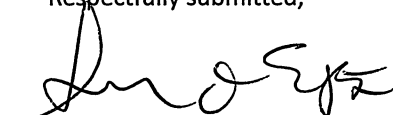
**EXECUTIVE SESSION**

**MOTION:** Mr. Eggert made the motion to go into executive session to discuss potential litigation and personnel issues; seconded by Mr. Davidson; all were in favor and the motion carried. The Borough Council went into executive session at 8:42 PM. Council came out of executive session at 9:05 PM.

**PERSONNEL MATTER: MOTION:** Mrs. Eshelman made the motion to make Mrs. Eggert salaried at an annual salary of \$29,650; seconded by Mr. Davidson; all were in favor and the motion carried. **CORRECTION:** The motion should read; Mrs. Eshelman made the motion to make Mrs. Eggert salaried at an annual salary of \$29,650; seconded by Mr. Davidson; Mr. May, Mrs. Eshelman, Rev. Bennethum, Mr. Lubenow in favor; Mr. Whitman and Mr. Eggert abstaining due to personal relationship with Mrs. Eggert.

**ADJOURNMENT: MOTION:** Mr. Davidson made the motion to adjourn; seconded by Mrs. Eshelman; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 9:10 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary