

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, JUNE 11, 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, Councilman  
Mr. Warren Lubenow, Councilman  
Mr. Cary G. Whitman, Councilman

**OTHERS IN ATTENDANCE:**

Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Ms. Pamela Stevens, Borough Engineer, SDE  
Ms. Joan London, Borough Solicitor  
Mr. Michael Fritz, Borough Mayor  
Mr. Steve Geibel, Exeter Fire Department Representative/Resident  
Ms. Carole Duran, Reading Eagle  
Mr. Gene Becker, Resident – 332 Parkview Road  
Mr. Zachary Smith, Resident -11 N Bingaman Street

**ABSENT:**

Mr. William Daniels, Code Enforcement Officer

**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.

**APPROVAL OF THE MINUTES:** The minutes from the previous meeting of Thursday, May 14, 2015, were distributed to the members of Council prior to the meeting for 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 Mr. Rick Davidson; all were in favor and the motion carried.

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

**GENERAL:** \$379,704.38 **SEWER:** \$251,141.77 **LIQUID FUELS:** \$136,806.76 **RESERVES:** \$48,717.56

**APPROVAL AND PAYMENT OF THE BILLS:** The bills requiring payment and ratification were presented to Council for review. There were no questions, corrections or clarifications. Bills requiring payment and ratification from the general fund total \$65,295.99 and bills requiring payment from the sewer fund total \$36,832.20. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented from both the general and sewer funds; seconded by Mr. Davidson; all were in favor and the motion carried.

**PUBLIC HEARINGS, PETITIONS**

**GENE BECKER** - Mr. Becker introduced himself to Council. Mr. Becker resides at 332 Parkview Road and presented this evening before Council with a few concerns.

**TRASH/RECYCLING** - Mr. Becker indicated that he has lost the lids to his recycling cans a few times now because the trash men, Mascaro, have been throwing the lids to the cans and asked if this could be addressed with them. Ms. Leinbach indicated that this has previously been addressed with them but that we could address it with them again.

**330 PARKVIEW ROAD** - The neighboring property at 330 Parkview Road is in great disrepair. Mr. Becker indicated that he has complained at least two other times with regard to this property and frankly would like to see something be done about it. Mr. Becker stated that the fence is fallen in and the gates are broken and cannot be seen because they are being blocked by overgrowth. There is a pool in the yard which has to be in bad shape and that there is concern for standing water causing a health hazard.

**ROOFING PERMIT** - Mr. Becker also indicated that he pulled a roofing permit for which he is very unsatisfied with and would like an explanation. The permit cost was \$326.00 and was told that that this was because of the cost of the roof and the number of inspections that would be involved. Mr. Becker stated that there to date has not been any inspections done and he has not received the permit and is very upset with the situation. Mr. Lubenow indicated that he has received other complaints with regard to the cost of a roofing permit and no inspections being done. Mr. May asked whether or not the contractor called for inspections for which Mr. Becker replied yes. Mr. May indicated that the office will contact Mr. Golashovsky with regard to this and find out why inspections were not performed. Mr. Becker asked that we contact him with answers; Mr. Becker did provide his e-mail address to be used for this purpose.

**ZACHARY SMITH** – Mr. Smith introduced himself to Council. Mr. Smith resides at 11 North Bingaman Street. Mr. Smith presented to Council with regard to problems with parking along North Bingaman Street by a neighboring property. Mr. Smith indicated that they park so close to his driveway that it prevents them from being able to see when pulling out and that his wife was almost hit with their small children in the car. Mr. Smith also indicated that his parents live next door and that his father was hit trying to pull out because he really couldn't see. In addition they are parking in front of the mailboxes and therefore they are not receiving their mail. Council encouraged Mr. Smith to contact the police department when this is happening so that perhaps the police could stress to them the importance of not parking so close to driveways because of the safety issues. The Borough Office will also contact the police department to keep an eye out for this situation.

#### **REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS**

**LANDIS PROPERTY** - Ms. Stevens indicated that she had a meeting with the surveyor with regard to the Landis property. It was noted that Mr. Landis's attorney has indicated that a conditional use application is coming so the Planning Commission needs to review the application so we will be looking at a July or August hearing date depending on the timing.

**ANIMAL KEEPING ORDINANCE** - There have been inquiries and complaints about the housing of chickens in the Borough. Ms. Leinbach and Ms. Stevens have discussed this and Ms. London was asked to prepare a draft ordinance prohibiting the keeping of chickens, roosters and bee keeping on certain acreage and no wild animals. There was some discussion and it was noted that there is one farm within the Borough and that should be worded to exclude farms and those with current zoning permits since that would be pre-existing. Ms. London was directed to revise the draft and this will be reviewed again at July's meeting.

**PLANNING COMMISSION** - Planning Commission has been reviewing the sign ordinance. There was not a quorum at May's meeting but discussion was had with regard to the ordinance. Further review will be done.

**REVISION OF THE ROAD OPENING ORDINANCE** - Ms. Stevens indicated that she would like to see regulations for setting up of escrow accounts for road opening permits. Mr. May indicated that this should be left up to the discretion of the engineer and/or Borough Manager. Ms. London indicated that she would set a minimum and a maximum so it is clear cut. It was noted that it be a minimum of \$250 and a maximum of \$1000. Also need to have a resolution to outline the process and regulations for contractors including marking out the area in questions in order to obtain the road opening permit. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to draft a resolution of proper procedure for road opening permits; seconded by Mr. Davidson. Mr. Lubenow asked about emergencies and Ms. Stevens indicated that emergencies are always dealt with after the fact because of the nature of the problem.

ST. LAWRENCE BOROUGH COUNCIL

**MS 4 PERMIT** - Ms. Stevens indicated that she will be assisting Ms. Leinbach with the MS 4 permit filing. Of note there was a sanitary sewer line break at the Antietam Valley Shopping Center. When repairing the line, the line was flushed which pushed everything into the main line including lots of grease which caused a backup and clean up. This was all taken care of and the Antietam Shopping Center will be getting billed for all of the work.

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

**LIENS** - Ms. London work is being done to file the sewer liens. Ms. Leinbach indicated that she needs to get Ms. Richards the rest of the information that was requested.

**EMPLOYEE MANUAL** – Ms. London indicated that she had sent Ms. Leinbach a simple employee manual. Ms. Leinbach indicated that she is in the process of reviewing it and that there are parts of it that can be eliminated.

**POLICE CONTRACT** - At the last meeting a proposed 5-yr police contract was reviewed. Ms. London said that she needed to do some research to make sure that the Borough could do a 5-year contract because of binding future councils to a contract. In this case Ms. London indicated that it is permissible to enter into a 5-year contract.

**REPORT OF CODE ENFORCEMENT OFFICER - WILLIAM DANIELS (ABSENT)**

Ms. Leinbach indicated that seven code enforcement letters were mailed out with regard to grass and weeds. One letter was sent out about a fence and gate that is fallen in as well as the property at 330 Parkview Road for which Mr. Becker was complaining about. Council discussed this matter and felt that we owed Mr. Becker at least an attempt at contacting the home owner which Ms. London advised Council to do prior to doing anything and then if nothing is done to do repairs such as draining the pool, making sure the grass is cut to under 10 inches and making sure that the pool cannot collect water and other maintenance items. Mr. Becker will be kept in the loop about what is going to be done.

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

**POLICE CONTRACT** - This was discussed previously and the Borough will proceed with the contract.

**LOWER ALSACE AMBULANCE** - Mr. Fritz indicated that he had received several phone calls about the solicitation letter that was sent by Lower Alsace Ambulance. Mr. Fritz indicated that he actually did not receive one and called the office to get one sent to him. Mr. Fritz indicated that some residents thought it was a bill and asked whether or not the Borough office knew that this was being sent out. Mrs. Eggert and Ms. Leinbach indicated that they did not know that it was being sent out however they were given permission to solicit the residents for donations back in March.

**MEMORIAL DAY PARADE** - Mayor Fritz participated in the parade. He purchased tootsie rolls and is requesting to be reimbursed \$55.20. **MOTION:** Mr. Eggert made the motion to reimburse Mayor Fritz \$55.20 for the tootsie rolls used for the Memorial Day parade; seconded by Mr. Davidson; all were in favor and the motion carried.

**BUDGET & FINANCE - ALLISON LEINBACH**

**EXETER SCHOOL DISTRICT** - Mrs. Eggert presented a letter from the Exeter Township School District requesting a reimbursement of \$179.93 which was paid to the Borough for real estate tax for the property at 200 Elm Street.

**MOTION:** Mr. Eggert made the motion to reimburse the Exeter Township School District \$179.93 for the 2015 Borough real estate taxes; seconded by Mr. Cary Whitman; all were in favor and the motion carried.

**VIST ACCOUNTS** - Ms. Leinbach was looking for authorizing the closing of two other accounts at PNC and open the new accounts at VIST since the interest rate is much higher. **MOTION:** Mr. Eggert made the motion authorizing Ms. Leinbach to close the accounts at PNC and open them at VIST for a higher interest rate; seconded by Mr. Davidson; all were in favor and the motion carried.

**STREETS & LIGHTS**

The street light at Teak has a break in the line. Mr. Golasovsky is trying to locate the break so that it can be repaired and is looking for options to keep the cost down. Also there is a broken loop at the traffic signal and Telco was authorized to repair.

**PLANNING COMMISSION**

The Planning Commission is currently reviewing the sign ordinance. Mr. Lubenow indicated that he would not be able to attend the June meeting.

**SANITARY SEWER**

Mr. May requested an executive session to discuss potential litigation.

**RECREATION**

The playground is up and running. There have been no problems thus far. The attendance is good depending on the weather.

**MUNICIPAL LANDS**

Mr. Lubenow indicated that he met with the forestry person from DCNR and they did a 2-hour hike through the woods. There was a Forestry Stewardship Plan done back in 2005. They actually said that our woods are in very good shape and that there are actually a few American Chestnut trees and they gave us credit for going after the evasives and working with the utilities. They recommend that we do a pulp wood harvest. Mr. May asked Mr. Lubenow if he would like to get an estimate from foresters to do the harvest.

**NEWSLETTER - ALLISON LEINBACH**

Ms. Leinbach indicated that we need to do another stormwater newsletter and public meeting. **MOTION:** Mr. Eggert made a motion to advertise the special public meeting for stormwater prior to the July Council meeting at 7:00 PM; seconded by Mrs. Eshelman; all were in favor and the motion carried.


**LIBRARY LIAISON - WARREN LUBENOW**

Mr. Lubenow indicated that the library did get their new computers thanks to donations and sponsors. They are also looking to purchase an electronic sign for along 422. Mr. May asked Mr. Lubenow questions about E-books and it appears that this is coordinated by the County but are offered at the Exeter branch.

**EXECUTIVE SESSION - MOTION:** Mr. Eggert made the motion to go into executive session; seconded by Mr. Whitman; all were in favor and the motion carried. The Council went into executive session at 8:52 PM. The Council came out of executive session at 9:02 PM.

**ADJOURNMENT: MOTION:** Mr. Eggert made the motion to adjourn; seconded by Mrs. Eshelman; all were in favor and the motion carried.

Respectfully submitted,

  
Susan D. Eggert  
Borough Secretary