

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, SEPTEMBER 10, 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. Warren Lubenow, Councilman  
Mr. Cary G. Whitman, Councilman

**OTHERS IN ATTENDANCE:**

Ms. Joan London, Kozloff Stoudt, Borough Solicitor  
Ms. Pamela Stevens, SDE, Borough Engineer  
Mr. William Daniels, Code Enforcement Officer  
Mr. Michael Fritz, Borough Mayor  
Ms. Allison Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Deputy Chief Christopher Jordan, Exeter Township Fire Department  
Mr. Steve Geibel, Borough Resident, Liaison Exeter Fire Dept

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

**APPROVAL OF THE MINUTES:** The minutes from the August 13, 2015, meeting were distributed to the members of Council prior to the meeting for review. There was one change that Mr. Lubenow asked be made under Municipal Lands. The change would be made to read that a spraying program would only be implemented if a pulp harvesting was done. There were no other changes to be made. **MOTION:** Mr. David Eggert made the motion to approve the minutes as presented with the above change; seconded by Mrs. Eshelman; all were in favor and 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:** Mr. Rick Davidson made the motion to approve the treasurer's report as presented; seconded by Mr. Whitman; all were in favor and the motion carried.

**GENERAL:** \$338,039.87 **SEWER:** \$200,135.76 **RESERVES:** \$48,722.70 **LIQUID FUELS:** \$136,828.20

**PUBLIC HEARINGS, PETITIONS:**

**DEPUTY CHIEF CHRISTOPHER JORDAN** - Deputy Chief Christopher Jordan presented this evening to give Council an update on the changes and progress made with the fire department over the past six months. He stated that there they have responded to 724 fire calls and are on pace to respond to 1115 calls this year. Mr. May asked how many of those 724 calls were in the Borough of St. Lawrence; Deputy Jordan indicated that he did not have the break out. Also the fire department has been running 9-1-1 ambulance and has run approximately six calls per day. They are running two ambulances from 6:00 AM until 6:00 PM and one ambulance from 6:00 PM until 6:00 AM. Also Exeter Fire Company has partnered with Muhlenberg Ambulance and is expecting to be fully operation on their own within the next two weeks, which is ahead of their 11/1/15 target date. Muhlenberg Ambulance will continue to do the billing for ambulance service for the Exeter Fire Department. Exeter Fire Company currently owns three ambulances two of which have passed all of the inspections and are in service. The third ambulance has a few outstanding items and then it will be put in service. They are currently 4 full time paramedics, 4 full time EMTs and 14 part time staff for the ambulance. Deputy Jordan said that currently 20 of those 22 employees are a

minimum of Firefighter I and some are Firefighter II certified. All ambulance personnel are being asked to complete these certifications. Deputy Jordan also told Council that they are funded by subscription memberships, the township gave them approximately \$50,000 and \$100,000 was borrowed from the apparatus fund which will be reimbursed within the next two years. This was done to put used as start up monies. Also Deputy Jordan indicated that the fire department sold their Tower Ladder and purchased an aerial scope truck. The fire company has approximately \$352,000 left between the sale, purchase and refurbishment of the used 1998 truck. Also 11 I Pads were purchased and placed in all of the ambulances and fire trucks to be used to indicated locations of fire hydrants as well as other helpful information to aid in responding to calls.

**STEVE GEIBEL** - Mr. Geibel is a resident of the Borough and lives at the corner of Jacksonwald Avenue and Adams Street. Mr. Geibel is planning on replacing a section of sidewalk in front of his property and was asking if the Borough has any plans to install handicap ramps in this area. If so he doesn't want to do the sidewalk until the completion of that project. Council told him that there are no plans to place handicap ramps anywhere in the Borough at this time or in the near future.

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

**POLICE AGREEMENT** - Ms. London indicated that she is waiting on the insurance information and the collective bargaining agreement. She indicated that we have plenty of time since the existing contract does not expire until the end of the year. This will put on the agenda again for the October meeting.

**CONDITIONAL USE DECISION LANDIS PROPERTY** - The conditional use decision for 3300 Oley Turnpike LLC, Mr. B. Scott Landis's property, was distributed to the members of Council by e-mail last week. No copies were distributed this evening. Ms. London asked if Council had any questions about the decision and if not would recommend that Council sign the decision this evening for distribution to all parties. This would be ahead of the 45 day deadline. There were no questions. Mrs. Eggert asked that all Council persons stay after the meeting to sign the decision.

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

Mayor Fritz apologized to Ms. London for not conversing with the police department about the agreement. The police report was also available for review.

#### **BUDGET & FINANCE - ALLISON LEINBACH**

**BUDGET MEETINGS** - Ms. Leinbach indicated that we need to decide on dates for budget meetings. It was decided to wait until November to have the meetings so that hopefully there is enough information received with regard to fire, ambulance and police. The dates of November 4 and November 9 were discussed. **MOTION:** Mrs. Eshelman made the motion authorizing the Borough office to advertise the dates of November 4 and November 9 for public meetings to be held with the main purpose of discussing a 2016 budget; seconded by Mr. Davidson; all were in favor and the motion carried.

#### **MUNICIPAL LANDS**

**FORESTRY WALK** - Mr. Lubenow indicated that he did a walk through the woods with a forestry individual from Woods and Wildlife. He is going to do a little but more investigation of our land on his own but believes that the Borough could really benefit from a hard wood harvest. He did indicate that the price of hard woods are on the rise and believes that the Borough could benefit for having this done. It appears that Kurt Miller, who has property adjacent to the Borough, has shown interest in doing a harvest and this would make it a larger project and give Mr. Miller better access to his land. Mr. Lubenow will report back with any new information.

#### **NEWSLETTER**

We are anticipating doing a newsletter at the end of September.

**NEW BUSINESS**

**HIRING OF TWO INTERNS** - Ms. Leinbach indicated that she would like to hire two interns to do work around the office with filing as well as put together the sign maintenance program. Both are currently in high school but will both be 18 by the end of January and will then be able to go out and tag signs and inventory them. Their names are Marcus Bruno and Chloe Eggert. **MOTION:** Mrs. Eshelman made the motion authorizing the hiring of Marcus Bruno and Chloe Eggert as interns to do work around the Borough Hall and the sign maintenance program; seconded by Mr. Davidson; Mr. May, Mrs. Eshelman, Rev. Bennethum, Mr. Lubneow and Mr. Davidson voted in favor; Mr. Eggert and Mr. Whitman abstained due to personal relationships with the two interns.

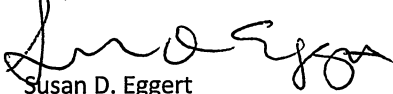
**RFP FOR EMERGENCY SERVICES** - A handout of the proposed RFP for emergency services was distributed to the members of Council for review. There was discussion. Ms. London will do a final review on the RFP and properly format it for it to go out to prospective fire companies and ambulance provides for sealed bids to be sent to Ms. London. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to do a final review and properly format the RFP for distribution; seconded by Mr. Whitman; all were in favor and the motion carried.

**GENERAL COMMENTS**

**SNOW PLOWING** - Mr. Daniels asked whether or not there was going to be a RFP for snow plowing going out. Ms. Leinbach is currently working on this and will be working with the solicitor to get this finalized for distribution. **MOTION:** Mrs. Eshelman made the motion authorizing Ms. London and Ms. Leinbach to work on a final RFP for snow plowing for distribution/advertising; seconded by Mr. Davidson; all were in favor and the motion carried.

**ADJOURNMENT: MOTION:** Mr. Eggert made a motion for adjournment; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:36 PM.

Respectfully submitted,



Susan D. Eggert  
Borough Secretary