

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, MARCH 9, 2018**

ATTENDANCE: Mr. Robert J. May, Council President
Mr. David W. Eggert, Council Vice President
Rev. D. Michael Bennethum, Councilman
Mr. Rick Davidson, Councilman
Mr. Steve Geibel, Councilman
Mr. Warren Lubenow, Councilman

OTHERS IN ATTENDANCE: Ms. Pamela Stevens, Borough Engineer, SDE
Ms. Joan London, Borough Solicitor, Kozloff Stoudt
Ms. Allison A. Leinbach, Borough Manager
Mrs. Susan D. Eggert, Borough Secretary
Mr. Gregory Zawilla, Borough Mayor

ABSENT: Mr. Michael Fritz, Councilman

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

APPROVAL OF THE MINUTES: The minutes from the Thursday, February 9, 2018, meeting were distributed to 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. Warren Lubenow; all were in favor and the motion carried.

TREASURER'S REPORT: The treasurer's report was distributed to the members of Council for their 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 and file it for audit; seconded by Mr. Eggert; all were in favor and the motion carried.

**GENERAL: \$102,660.51 RESERVE: \$74,075.23 SEWER: \$246,066.69 LIQUID FUELS: \$225,144.06
FIRE TAX: \$1,492.53 FIRE ESCROW: \$24,079.30**

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification were presented to Council for review. There were no questions, corrections or clarifications to the bills presented. Bills requiring payment and ratification from the general fund totaled \$56,860.02. Bills requiring payment and ratification from the sewer fund totaled \$6,000. **MOTION:** Mr. Eggert made the motion authorizing payment and ratification of all bills presented; seconded by Mr. Warren Lubenow; all were in favor and the motion carried.

REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS – SDE

TURKEY HILL - The zoning review denial letter was sent to Turkey Hill. This is already a non-conforming property however with what work is proposed it would make the property even more non-conforming therefore they need to seek a zoning variance and go before the Zoning Hearing Board.

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11 RANOR COURT - The lot at 11 Ranor Court has been sold to another builder who has stopped in to pick up permit applications for building a new home on this lot.

FEE SCHEDULE – There was discussion about establishing a fee to review a commercial zoning permit. It was decided that this should be a first submittal fee since sometimes numerous submittals are required. This will have to be done by Resolution. Ms. Stevens, Ms. London and Ms. Leinbach will work together to establish a fee for adoption at the April meeting.

REPLACEMENT OF HIGH VOLTAGE LINES – The Borough received notification that the high voltage line behind N. Bingaman is going to be replaced. A copy of the letter is in the minutes for complete review.

ARRO GROUP - The Borough has received a request from the Arro Group who are the engineers for Mt. Penn Water Authority. The Mt. Penn Water Authority is doing a large project; replacement of a water main on Oley Turnpike Road. They have run into some complications and would like to close OTR and use the Borough streets for detours except they want to the Borough to sign off on an agreement that the Borough will be responsible for the impact on the roads caused by the detour. There will be a letter sent to Arro indicating that the Borough will sign off on such an agreement.

PENN DOT PROJECTS - There are numerous PennDOT projects that will be going on throughout the spring and summer. There is a letter included in the minutes from PennDOT about such projects. Ms. Stevens was advised to send a letter to PennDOT about the overlapping of all of these projects through the Borough for more information. Mr. Rhoads has also been talking to a project manager about the Green Light Go Grant and helping to coordinate this work that needs to be completed by 2019.

MCDONALDS - Dynamic Engineering has reached out to Ms. Leinbach for information regarding proposed work at the McDonalds. Most of the work will be done to the exterior with signage and such.

GOODWILL - Ms. Stevens indicated that in her packet she has included a copy of the maintenance report for review. This will be made part of the official minutes.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUTD

EXETER SEWER - Ms. London has asked for an executive session at the end of the meeting to discuss potential litigation.

BUDGET & FINANCE

LEASE OF SPACE - The Borough has an opportunity to lease space at 3562 St. Lawrence Avenue from Jeffrey Leinbach at a price of \$450 per month. This space will allow for the truck, plow, salter and various signs to be stored in doors. This is very close in location to the Borough Hall and would allow more space in the downstairs. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to draw up a one year lease for the property at 3562 St. Lawrence Avenue for \$450 per month; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

STREETS & LIGHTS

There was a report of wires that were exposed on a street light down in Penns Grant. Mr. Golashovsky was notified and repaired the light.

PLANNING COMMISSION

RESOLUTION 800-2018 - Resolution 800-2018 reappoints Mr. Barrie Kinsey to the Planning Commission for another 5-year term set to expire 4/1/23. **MOTION:** Mr. Eggert made the motion to adopt Resolution 800-2018 reappointing Mr. Barrie Kinsey to the Planning Commission for another 5-year term set to expire on 4/1/23; seconded by Mr. Davidson; all were in favor and the motion carried.

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SANITARY SEWER

POTENTIAL PROJECT - Ms. Leinbach indicated that she has been working with Mr. Conrad and Mr. Conrad is recommending a project which will cost anywhere from \$50,000 - \$80,000. During videoing of the lines some leaking manholes were discovered as well as some issues with the line that runs in the alley between Walnut Street and Elm Street behind the homes on St. Lawrence Avenue and Patton Street which required extensive root cleaning. Mr. Conrad recommends that this line be relined. We are looking at a summer time frame for this project.

RECREATION - DAVID EGGERT

EASTER EGG HUNT - The Easter Egg Hunt is scheduled for Good Friday, March 30th at 9:00 AM.

PLAYGROUND PROGRAM - There is some discussion about possibly doing away with the morning playground program and going with an evening program that will run from 5:00 PM to 9:00 PM. A decision will need to be made at the next meeting. We may put an article in the newsletter to get some feedback.

EMERGENCY MANAGEMENT COORDINATOR - DAVID EGGERT

Mr. Eggert stated that he attended the February workshop and is only a few classes away from obtaining his local basic EMC certification.

NEWSLETTER

The newsletter will hopefully be going out at the end of next week. Ms. Leinbach stated that she is waiting for the updated spotted lantern fly and ailanthus information. Mr. May stated that he did an article for the newsletter and would like to be more aggressive with the monitoring of ailanthus and spotted lantern fly. Mr. May indicated that he would like to hire an individual to monitor properties and photograph ailanthus trees. Mr. May with the assistance of Mr. Lubenow will coordinate. There was discussion also about whether or not Mr. Lubenow could hold a class on how to deal with the spotted lanternfly since he has more experience in dealing with the ailanthus trees.

UNFINISHED BUSINESS

VOLUNTEER TAX RELIEF FOR FIRE FIGHTERS - Mr. Geibel indicated that he has seen and is gathering more information from what other municipalities have adopted and would like to move on this so that it can into effect for the next calendar year.

INCOMING & OUTGOING COMMUNICATIONS

JOINT MUNICIPAL MEETING - The discussion at the Joint Municipals meeting was how to get more volunteer fire fighters.

NEW BUSINESS

ENGINEERING INTERNSHIP - Ms. Leinbach indicated that she knows of an engineering student who is looking for an internship for the summer, May through August. Mr. Justin Leinbach is a Penn State student. Mr. Leinbach will work with the sign maintenance program which was started last summer.

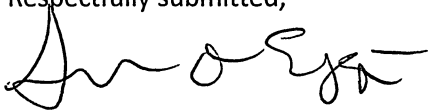
MOTION: Rev. Bennethum made the motion to hire Mr. Leinbach for an engineering internship at a rate of \$10.00 per hour from May until August; seconded by Mr. Davidson; all were in favor and the motion carried.

MS STEERING COMMITTEE - Mr. May announced that he will be resigning as the Vice President of the MS Steering Committee since the Borough has opted not to join for this year since a waiver was granted.

EXECUTIVE SESSION: MOTION: Mr. Eggert made a motion to go into executive session to discuss potential litigation; seconded by Mr. Davidson; all were in favor and the motion carried. Borough Council went into executive session at 8:43 PM. Council came out of executive session at 8:58 PM.

ADJOURNMENT: MOTION: Mr. Lubenow made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The St. Lawrence Borough Council adjourned at 8:58 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Susan D. Eggert". The signature is fluid and cursive, with a long horizontal stroke at the end.

Susan D. Eggert
Borough Secretary