

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

OTHERS IN ATTENDANCE:

Ms. Joan London, Borough Solicitor – Kozloff Stoudt
Ms. Pamela Stevens, Borough Engineer – SDE
Ms. Allison Leinbach, Borough Manager
Mrs. Susan D. Eggert, Borough Secretary
Mr. William C. Daniels, Code Enforcement
Mr. Michael Fritz, Borough Mayor
Ms. Carole Duran, Reading Eagle

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

APPROVAL OF THE MINUTES: The minutes of the November 12, 2015, meeting were distributed 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 from the November 12, 2015, 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 to the treasurer's report. **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: \$227,474.91 **SEWER:** 264,799.51 **LIQUID FUELS:** \$136,896.44 **RESERVES:** \$48,746.42

APPROVAL OF THE PAYMENT OF BILLS: A list of bills requiring payment and ratification were distributed to the Council members for review. There were no questions or corrections. Bills requiring payment and ratification to general fund totaled \$106,488.45; bills requiring payment from the sewer fund totaled \$5,930.81. Ms. Leinbach indicated that the general fund bills included all of the donations that were approved at last month's meeting which accounts for the high amount. **MOTION:** Rev. D. Michael Bennethum 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

UGI - Ms. Stevens indicated that UGI has obtained a street opening permit for installation of gas service at 3200 St. Lawrence Avenue. This will come off of Bingaman Street but the cut will be behind the curb. We will need to keep a close eye on this since Bingaman Street is a newly paved street.

TOSCO PROPERTY - Ms. Stevens and Ms. London indicated that the letter was sent to PennDOT outlining the number of accidents at the location of the property which totaled 39 reportable and nonreportable incidents.

PROCEDURE FOR CONDITIONAL USE HEARING APPLICATIONS - Ms. Stevens indicated that she would like Council to come up with a procedure for filing a conditional use application. Zoning approval needs to be obtained before an application for Conditional Use can be filed. We are currently in the middle of such an incident. A zoning application and a conditional use application were filed together. The zoning permit application is missing

information which needs to be obtained prior to approval; all conditional use applications need zoning approval before they can be filed since there are certain questions that need to be addressed. Ms. Leinbach and Ms. Stevens are currently reviewing an incomplete zoning permit. The permit in question is for 101 N. Prospect Street for a light industrial use, which is currently a conditional use. They were originally going to be using the old Graffius plan however they are making changes to the parking, dealing with truck turning issues with egress and ingress issues as well as the loading zone; so in the end they can't really use the Graffius plan. This all needs to be addressed in the zoning process before it can move on to the Conditional use stage. The potential new owners were trying to go to Planning Commission in December and there just is not a complete enough application at this time; Ms. Leinbach is working with the applicant to get the proper paperwork and information so that they are can go to the Planning Commission in January with a conditional use hearing in February.

ILLICIT DISCHARGE - There were illicit discharges at Antietam Valley Shopping Center.

NUCLEAR DENSITY TESTING - Mr. May provided a name to Ms. Stevens who may be of assistance with the testing of the repaving work that was requested last month. Ms. Stevens will contact Earth Engineering to review our road opening ordinance for compaction requirements as stated in the ordinance.

REPORT OF THE BOROUGH MAYOR - MICHAEL FRITZ

The police report was available for review. Mayor Fritz also indicated that he would like to address something with Council under General Comments to Council later in the meeting.

BUDGET & FINANCE

BUDGET/ORDINANCE 435 - The final budget was advertised in the Reading Eagle and posted at Borough Hall. The budget was distributed to members of Council for a final review and is included in the official minutes. This budget is based off a general millage rate of 6.0 and a fire tax of 0.64 millage rate. Ordinance 435 was also advertised with the budget setting the general millage rate at 6.0 and a fire tax of 0.64 mills. **MOTION:** Mr. Lubenow made the motion authorizing the adoption of the final budget and Ordinance 435 setting the Borough's general millage rate at 6.0 and fire tax at 0.64 mills; seconded by Mr. Davidson; all were in favor and the motion carried.

AUDIT OF THE MAGESTRAL DISTRICT - The audit of the Magisterial District was made available for review. **MOTION:** Mr. Eggert made the motion to authorize the acceptance of the audit; seconded by Mr. Davidson; all were in favor and the motion carried.

PLANNING COMMISSION

RESIGNATION LETTER - The Borough was in receipt of a letter from Mr. Barry Bixler who wishes to resign from the Planning Commission effective immediately. **MOTION:** Mr. Eggert made the motion to accept the resignation of Mr. Barry Bixler from the Planning Commission; seconded by Mr. Lubenow; all were in favor and the motion carried.

SANITARY SEWER

There has been no movement from Exeter on the sewer issue at this time. The attorneys are handling this matter.

ZONING HEARING BOARD

RESOLUTION 767-2015 - Resolution 767-2015 appoints David Smith to the Zoning Hearing Board for a 3-year term. **MOTION:** Mr. Eggert made the motion authorizing the adoption of Resolution 767-2015 appointing Mr. David Smith to the Zoning Hearing Board for a 3-year term ending 12/31/18; seconded by Mr. Davidson; all were in favor and the motion carried.

BOROUGH HALL

ROOF – It was noted after heavy rainfall that the roof at the stairwell was leaking. After numerous attempts to get someone out to look at the roof a quote was received from RAM Siding for around \$5,000. Ms. Leinbach authorized the work to be done since it was under the \$10,000 amount to avoid having to get bids. If any wood needs to be replaced it should not go any higher than \$5,500. They will be getting us on the schedule to have to this repair done.

MUNICIPAL LANDS

SURVEYING BOUNDARIES - Mr. May asked Ms. Stevens whether or not she could get a quote from their surveyors on the cost of surveying the Borough's property boundaries and getting them marked out especially while the leaves and such are off of the trees. Ms. Stevens will look into this with the surveyors from SDE and report back to Council.

INSURANCE

PIRMA - The insurance renewal was done.

NEWSLETTER

DECEMBER - The office staff is planning on getting the newsletter out prior to the Christmas holiday; most likely the week of Christmas.

UNFINISHED BUSINESS

SOLID WASTE AUTHORITY/DEP - Ms. Leinbach and Mr. May attended a meeting with the Solid Waste Authority and DEP. The Borough did apply for a grant to obtain a truck to do yard waste pick up and snowplowing. Initially DEP stated that the grant would cover 50% of the cost; after some discussion and push Ms. Leinbach got them to 75%; Mr. May stated that after a little further discussion they agreed to cover 80% of the cost. The first round of funding will be given in April; DEP indicated that if the Borough does not get the grant on the first round to resubmit for the second round.

MEETING SCHEDULE 2016 - Last month a list of all meetings were given to Council to review and Council authorized the advertisement of the schedule. Mrs. Eggert just wanted to double check and make sure that everyone including Mr. Geibel, who will officially be sworn in at the January meeting, did not have any conflicts with the schedule of meetings. There were no conflicts and the schedules will be advertised as presented at the November meeting.

NEW BUSINESS

NEW AUDITORS – Ms. Leinbach indicated that at this time she would like to change auditors from Maillie to Barbacone Thornton & Co. She would like to get authorization to have them start a preliminary audit until they can be officially appointed in January. There was some discussion and all questions were answered. **MOTION:** Mr. Eggert made the motion authorizing Barbacone Thornton & Co to begin a preliminary audit prior to getting officially appointed in January; seconded by Rev. Bennethum; all were in favor and the motion carried.

GENERAL COMMENTS TO COUNCIL

WELCOME – Mayor Fritz welcomed Mr. Steve Geibel to Council. Mr. Geibel will be sworn in at the January 4, 2016 reorganization meeting to begin his four year term on Borough Council.

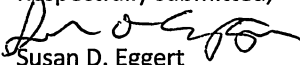
LOWER ALSACE AMBULANCE DECISION - Mayor Fritz indicated that he went home after the last meeting and thought a lot about Council's decision to go with Lower Alsace Ambulance. Mayor Fritz indicated that he felt that Mr. Stairiker was very insulting to the Exeter Fire Department with some of the things that he said by insinuating that they didn't care. Mayor Fritz indicated that he felt it was very unprofessional and for that reason felt that Council's decision may not have been right one however the residents have to live with that decision. Mr. Whitman indicated that he felt that Deputy Christopher Jordan was also very unprofessional with his comments. There was no other discussion on the matter.

THANK YOU - Mr. Lubenow wanted to thank Mrs. Joan Eshelman for her years of service on Borough Council. Mrs. Eshelman was not present this evening but this will be passed on. He felt that a letter should be sent to her thanking her for her years of service; everyone was in agreement.

CENTER FOR COMMUNITY SERVICE – Mr. Lubenow indicated that he was asked to sit on a committee to come up with issues that municipalities would like to have addressed. If anyone has any topics that they feel more education would be helpful to please let him know and he will be happy to pass things on to them.

ADJOURNMENT: MOTION: Mr. Lubenow made the motion to adjourn; seconded by Mr. Davidson; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 8:16 PM.

Respectfully submitted,


Susan D. Eggert
Borough Secretary