

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
TUESDAY, JANUARY 2, 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. Michael Fritz, Councilman
Mr. Steve Geibel, Councilman
Mr. Warren Lubenow, Councilman

OTHERS IN ATTENDANCE: Ms. Pamela Stevens, Borough Engineer, SDE
Ms. Allison Leinbach, Borough Manager
Mrs. Susan Eggert, Borough Secretary
Mr. Gregory Zawilla, Borough Mayor

CALL TO ORDER: The regular meeting of the St. Lawrence Borough Council started immediately following the reorganization meeting.

APPOINTMENT OF THE BOROUGH MAYOR: At this time, Mr. May indicated that Council needed to appoint a Mayor. Mr. Gregory Zawilla filled the vacancy left by Mr. Fritz for the last half of the year 2017. Mr. May indicated that he would like to reappoint Mr. Zawilla to serve a two year term as Borough Mayor at which time Mr. Zawilla would need to run at the next municipal election cycle. This would be done by Resolution 796-2018. **MOTION:** Mr. David Eggert made the motion to adopt Resolution 796-2018 appointing Mr. Gregory Zawilla to a two year term as Borough Mayor; seconded by Mr. Michael Fritz; all were in favor and the motion carried.

APPROVAL OF THE MINUTES: The minutes of the December 14, 2017, meeting were presented to Council prior to the meeting for review. There were no questions, corrections or clarifications to the minutes. **MOTION:** Mr. 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 presented to Council prior to the meeting for review. There were no questions, corrections or clarifications to the report. The fund totals are noted on the treasurer's report and the sewer loan balances are on the bottom of the report for review. **MOTION:** Mr. Eggert made the motion to approve the treasurer's report as presented; seconded by Mr. Rick Davidson; all were in favor and the motion carried.

GENERAL: \$175,244.76 **RESERVES:** \$74,051.30 **SEWER:** \$236,141.41 **LIQUID FUELS:** \$225,141.25 **FIRE TAX:** \$830.12

APPROVAL AND PAYMENT OF THE BILLS: All bills requiring payment and ratification from December 15 through December 31, 2017 for both general and sewer funds were presented to Council for review. Bills requiring payment and ratification from the general fund for the first two days of January were

presented as well for review. Bills requiring payment and ratification from the general fund for December 15-December 31, 2017 totaled \$42,935.90. Bills requiring payment and ratification from the sewer fund totaled \$7,694.24. Bills requiring payment from the general fund for January 1 – January 2, 2018 totaled \$28,372.84. **MOTION:** Mr. Davidson made the motion to approve all bills for payment and ratification; seconded by Mr. Lubenow; all were in favor and the motion carried.

REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS

TURKEY HILL - At last month's meeting Ms. Leinbach had received an inquiry from Turkey Hill who wishes to increase the size of the canopy and add two gasoline pumps. The initial canopy was a deemed approval because the Zoning Hearing Board failed to meet. By increasing the size of the canopy and adding more pumps would make this even more non-conforming and would require a variance.

494 PARKVIEW ROAD - The Borough received an incomplete plan from the owner of 494 Parkview Road. The owner dropped off plans with no applications with the intention of bringing complete applications back within a few days. Nothing has been received. Ms. Stevens briefly looked at the plans which are actually for building permits and not a variance. Ms. Stevens recommended that the plans be returned to the owner because of starting the clock on UCC building permit applications.

WOLFE DYE & BLEACH - Apparently the Wolfe's are upset with the Borough about the memo that is being used for inquiries. Council authorized the creation of this memo back a few years ago because of the time and money being spent to answer questions with regard to the property. Mr. May indicated that if the Wolfe's would like to come before Council to discuss they are more than welcome to do so.

HAFER HEIGHTS LOT 5 - Lot 5 has now been developed and is occupied. They received their building U&O but received a temporary zoning U&O because of outstanding storm water inspections. This has to do with the water bars and will need to be investigated later in the spring with heavy rains to be sure that they are working properly before the Borough will completely sign off on the plan however they are living there and there are no problems at this time.

SURVEYING - The surveying of the municipal lands for the easement is on the schedule and can be done as soon as there is no snow on the ground.

PLANNING COMMISSION

The annual report for the Planning Commission was submitted to Council for review. Mrs. Eggert indicated that the Planning Commission only had one official meeting in 2017. At this meeting the Exeter Rentals Conditional Use Hearing application was the only topic of discussion. There was also one unofficial meeting in June where Exeter Supply came for an informal discussion with the Planning Commission with a plan for expansion at their business located on Prospect Street.

SANITARY SEWER

Ms. Leinbach indicated that Mr. Rehab did do some televising of the sewer lines. There was heavy root cleaning done in the alley between St. Lawrence Avenue and Patton Street. There was also one pipe that was found broken and cracked on St. Lawrence Avenue at Chestnut Street. This repair will be done in the spring.

LIBRARY LIAISON

Mr. Lubenow indicated that at the library board meeting he brought up the issue that we had with finding the information for the newsletter on their website. He indicated that they are well aware of the

issue with the website and will be providing us with information for our newsletter in the future until the website issues are resolved. Apparently the County did an overhaul of the website which has created a problem.

UNFINISHED BUSINESS

TAX CREDIT FOR EMERGENCY RESPONDERS – Mr. Geibel indicated that Exeter Township is not completely done with their ordinance yet. Ms. London is going to be doing a sample ordinance to review. Ms. Leinbach indicated that this most likely would not be able to take effect until 2019; Mr. Geibel indicated that Ms. London said it might be able to take effect for 2018.

EXETER TOWNSHIP FIRE DEPARTMENT - The Exeter Fire Department is currently redoing their by-laws and would like a Borough representative to assist with that process. They would also help with making decisions related to the fire department officers. Mr. May asked Mrs. Eggert to please put this on February’s agenda to have someone appointed. If anyone knows of a Borough resident who would be interested in serving to please let Mr. May know prior to the next meeting.

GENERAL COMMENTS TO COUNCIL

THANK YOU – Mrs. Eggert indicated that a thank you from Crime Alert Berks was received thanking the Borough for its donation.

EXECUTIVE SESSION: Mr. May asked for an executive session to discuss personnel. **MOTION:** Mr. Eggert made the motion to go into executive session; seconded by Mr. Davidson; all were in favor and the motion carried. Borough Council went into executive session at 8:04 PM. Council came out of executive session at 8:20 PM.

PERSONNEL: The following action was made after Council came out of executive session. Borough employees, Mrs. Susan Eggert and Ms. Allison Leinbach will receive at 2.5% increase. Mr. Derrek Rhoads will be given the title of Senior Road Master and will receive an increase to \$18.50 per hour. **MOTION:** Mr. Lubenow made the motion for the wage increases as noted above; seconded by Mr. Davidson; Mr. May, Mr. Lubenow, Mr. Davidson, Mr. Fritz, Rev. Bennethum and Mr. Geibel voting in favor; Mr. Eggert abstaining on Mrs. Eggert’s increase due to a personal relationship. Ms. Leinbach asked for direction with Mr. Rhoads salary in case of snow how he should be paid for extended daily hours if he does not reach 40 hours in the week. Council discussed and this will be done on a case by case basis.

ADJOURNMENT: MOTION: Rev. Bennethum made the motion to adjourn; seconded by Mr. Lubenow; all were in favor and the motion carried. The regular meeting of the St. Lawrence Borough Council adjourned at 8:24 PM.

Respectfully submitted,



Susan D. Eggert
Borough Secretary