

**BOROUGH OF ST. LAWRENCE
MEETING MINUTES
THURSDAY, JANUARY 8, 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. Cary G. Whitman, Councilman

OTHERS IN ATTENDANCE:

Ms. Pamela Stevens, Borough Engineer – SDE
Ms. Joan London, Borough Solicitor – Kozloff Stoudt – Arriving 8:15 PM
Ms. Allison Leinbach, Borough Manager
Mrs. Susan Eggert, Borough Secretary
Mr. William Daniels, Code Enforcement Officer
Mr. Michael Fritz, Borough Mayor
Mr. Steve Geibel, Exeter Fire Department Representative
Mr. Eric Lessig, Exeter Fire Department
Mr. Merv Wertz, Lower Alsace Ambulance
Mr. Matt Stairiker, Lower Alsace Ambulance
Mr. Elliot Kreimendahl, Lower Alsace Ambulance

ABSENT:

Mr. Warren Lubenow, Councilman

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

APPROVAL OF THE MINUTES: The minutes from the previous meeting of December 10, 2014 were distributed for review. There were no questions, corrections or clarifications. **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.

APPOINTMENTS 2015 - A list of the appointments to be made for the calendar year 2015 were distributed to the members of Council for review. There are no changes from 2014. **MOTION:** Mrs. Joan Eshelman made the motion authorizing the appointments as listed for the calendar year 2015; seconded by Mr. Eggert; all were in favor and the motion carried.

TREASURER'S REPORT

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

GENERAL: \$212,922.51 **SEWER:** \$163,525.77 **RESERVES:** \$49,688.59 **LIQUID FUELS:** \$96,403.32

APPROVAL AND PAYMENT OF THE BILLS

A list of the bills requiring payment and ratification were distributed to the members of Council prior to the meeting for review. Bills requiring payment and ratification from the general fund ending 12/31/14 totaled \$25,964.37. Bills requiring payment and ratification from the general fund dating 1/1/15 through 1/8/15 total \$41,881.33. Bills requiring payment from the sewer fund total \$16,973.02. **MOTION:** Mr. Rick Davidson made the motion authorizing payment and ratification of all bills presented from both the general and sewer funds; seconded by Mr. Eggert; all were in favor and the motion carried.

ST. LAWRENCE BOROUGH COUNCIL

PUBLIC HEARINGS, PETITIONS:

MATT STAIRIKER, LOWER ALSACE AMBULANCE – Mr. Stairiker presented before Council on behalf of Lower Alsace Ambulance. Mr. Stairiker also brought with him Mr. Merv Wertz who will be heading up the ALS unit and Mr. Elliott Kreimendahl who runs with the ambulance currently. Mr. Stairiker has presented before Council asking if they would consider using Lower Alsace Ambulance to provide EMS 9-1-1 service. The Borough has received notice from Exeter Ambulance that they would no longer be providing 9-1-1 service after 3/25/15. It appears that the Exeter Township Fire Department will be taking over 9-1-1 service from Exeter Ambulance. Mr. Stairiker told Council that Lower Alsace Ambulance has been a community ambulance providing BLS service since 1987 and will be going ALS on 3/1/15. Mr. Stairiker gave a little history of Lower Alsace Ambulance and indicated that right now they are an under-utilized squad. Currently they have some paid staff and some volunteers but will be going primarily paid staff by 3/1/15 when they become an ALS squad. They are looking to increase their coverage area a little and would be willing to accept any membership for ambulance service that was paid to Exeter Ambulance for this calendar year. Then next year, 2016, they would do a mailing to the residents of St. Lawrence for ambulance memberships which would cover any costs not paid by insurance. Council asked a few questions one being the cost of a membership. Mr. Stairiker indicated that there is a \$55 per household membership fee and a \$25 per individual fee. Also Lower Alsace is only going to be running BLS or ALS calls, no transports unless it is a membership to the ambulance and needs a transport home from the hospital. Mr. May asked about some financials and whether or not they bill. Mr. Stairiker indicated that they do bill the insurance companies through a billing service. Currently there is an issue with individuals receiving the checks from the insurance company and not handing them over to the ambulance corps. Apparently the insurance company will also send the check to the individual and not the ambulance. Currently the state is working on having the insurance payments go right to the ambulance and not the individuals. If the person has a membership, the insurance company is still billed but the individual will not be billed for any balance; if no membership is held they are billed the remaining balance. Mr. Stairiker did state that a portion of those bills are never paid and usually are written off as non-collectable. Mr. May asked whether or not contributions were received from Mt. Penn Borough and Lower Alsace Township. Mr. Stairiker indicated that they do receive municipal funds from Mt. Penn in the amount of \$10,000 and Lower Alsace has currently raised their municipal funding to \$20,000. No expectation of contributions from the Borough were discussed at this time.

STEVE GEIBEL, EXETER FIRE DEPARTMENT – Mr. Geibel presented this evening along with Mr. Eric Lessig from the Exeter Fire Department to discuss 9-1-1 service to the Borough. A handout from the fire department indicating that they would like to provide 9-1-1 service to the Borough is included in the minutes. Mr. Lessig explained that the fire department has obtained two ambulances from Muhlenberg Ambulance and are preparing to provide coverage for BLS and ALS calls after 3/1/15. Currently they plan to have Muhlenberg Ambulance cover their calls and they will be stationed at their Reiffon Location and run out of that building until probably August or September until all of the paperwork and certifications can be obtained. Mr. Geibel indicated that they too will accept any memberships that were already obtained from Exeter Ambulance; Ms. Leinbach indicated that she talked to Mr. Bingaman, Exeter Township Manager, and that has not been completely worked out as of yet; it is the fire departments intention to do so if given the okay from the township. Costs for providing service were discussed; Mr. Lessig indicated that they would prefer to have it done as a millage increase; however no decisions or further discussion with regard to this was decided. Mr. May indicated that the Council would have a lot to discuss and decisions would need to be made with regard to providing the best and safest service for our residents.

REPORT OF THE BOROUGH ENGINEER – PAMELA STEVENS, SDE

CONDITIONAL USE DECISION - The conditional use decision has been signed and has been filed.

VINNY VEGAS PIZZA ZONING HEARING - The zoning hearing board is scheduled to meet on January 22 to decide whether or not to grant the variance to a potential tenant for the AVSC. The Planning Commission has issued a simple letter of support for the use in question.

GIANNOTTI PROPERTY - There is a potential new tenant for the old MMAX OUT location. A pizza restaurant type business.

TOSCO PROPERTY - There was a zoning review done and a denial letter was sent. Awaiting a response from the property owner.

NEW SIGN ORDINANCE - The Planning Commission was given a model sign ordinance to review and be ready to discuss at the next Planning Commission meeting.

PARKVIEW ROAD BRIDGE - There was a recent inspection and Mr. May and Ms. Leinbach met with the engineer who did the inspection. There is no new weight change but the bridge is deteriorating. The next inspection will be in 6 months. The engineer was not aware that the Borough will not be replacing or repairing the bridge. The bridge will be made a pedestrian only bridge when the time comes.

GO GREEN PROGRAM - Ms. Leinbach and Ms. Stevens indicated that Ms. Staudt is trying to get neighboring municipalities to work together to get a larger corridor of lights before trying to obtain grant money. The more you have on board the better the chances of getting a grant.

REPORT OF THE BOROUGH MAYOR - MICHAEL FRITZ

Because of the earliness of the meeting there was no police report available this evening.

BUDGET & FINANCE - ALLISON LEINBACH

RESOLUTION 763-2015- Resolution 763-2015 would be to adopt professional fee schedule. At this time there are no changes for UCC just the professional fee schedule. A copy of the Resolution will be made part of the official minutes. **MOTION:** Mr. Eggert made the motion to adopt Resolution 763-2015 adopting the professional fee schedules for 2015; seconded by Mr. Davidson; all were in favor and the motion carried.

STREETS & LIGHTS

STREET LIGHT AT PATTON/TEAK - There is a continued problem with the street light at Teak and Patton. Mr. Golashovsky is working on the issues. There is a little bit of a disagreement with MetED; there appears to be a problem with the wiring which is causing fuses to blow. We are continuing to work on the issues.

PLANNING COMMISSION

The Planning Commission will start again to review and update the SALDO. Ms. Stevens and Ms. Leinbach indicated that we need to find a way to trigger or push properties that do not require a land development plan into stormwater since that is a huge focus of DEP to be in compliance with MS 4 permit. There is a maximum of impervis surface that is allowed. There is a possibility that there is going to an annual permit now instead of 5 year permit. There is a seminar about compliance with MS4 on February 18 down in Morgantown; Mr. May is already registered and Ms. Leinbach will be attending as well.

TRASH & RECYCLING

The first trash day was on January 6, 2015 and went fairly well. There was only one complaint about missed trash. When Mascaro went back out to investigate the container was actually recycling and it was left to be taken as recycling.

EMERGENCY MANAGEMENT COORDINATOR

Mr. May indicated that after the last meeting he asked Ms. Leinbach to look into having the elevator hooked up to the generator because he felt that if the power went out and there were people on the second floor some of them may not be able to get out of the building. This was triggered because back on Election Day this area of the Borough was without power due to an auto accident and was out for at least 10 hours. This caused some issues because the building was being used for election and the main floor for voting could not be accessed by elevator and the residents needed to enter in the front using the ramp but those with difficulty walking had some problems. Mr. Golashovsky looked at the generator and it needs maintenance. He will also look into whether or not it can be hooked up to the generator; most likely an upgraded motor will be needed in order to hook up the elevator to the generator. Council will be updated at the next meeting on the progress.

ZONING HEARING BOARD

There is a zoning hearing scheduled for January 22 at 7:00 PM for the Vinny Vegas Pizza project in the Antietam Valley Shopping Center. Council was informed that the Planning Commission reviewed the application and did issue a simple letter of support for the project.

REPORT OF THE BOROUGH SOLICITOR - JOAN LONDON, KOZLOFF STOUDT

ORDINANCE 430 - Ordinance 430 includes the updated fines and penalties for snow removal. This ordinance was advertised in the Reading Eagle on 12/23/14. Council had no questions. **MOTION:** Mr. Eggert made the motion to adopt Ordinance 430 which includes fines and penalties for removal of snow; seconded by Mr. Whitman; all were in favor and the motion carried.

GENERAL COMMENTS TO COUNCIL

ETHIC STATEMENTS - Mrs. Eggert distributed the Statements of Financial Interest which are needed for the file. The forms are due back by 5/1/15.

EXECUTIVE SESSION

Mr. May indicated that he would like to go into executive session to discuss personnel issues. **MOTION:** Mr. Eggert made the motion to go into executive session to discuss personnel matters; seconded by Mrs. Eshelman; all were in favor and the motion carried. Council came out of executive session at 9:23 PM.

PERSONNEL MATTERS - MOTION: Rev. Bennethum made the motion to move Mrs. Eggert to a salaried position from an hourly position at 33 hours a week and also give everyone a 3% increase for calendar year 2015. Also the following paid holidays New Years Day, Martin Luther King Day, Presidents Day, Memorial Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, the Friday after Thanksgiving, and Christmas Day. Also after 10 years 15 paid days off and after 15 years 20 paid days off; seconded by Mr. Davidson; Mr. May, Mrs. Eshelman, Mr. Davidson, and Rev Bennethum voting in favor; Mr. Whitman and Mr. Eggert abstaining due to personal relationship with Mrs. Eggert.

ADJOURNMENT: MOTION: MOTION: Mr. Davidson made the motion to adjourn; seconded by Mrs. Eshelman; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 9:24 PM.

Respectfully submitted,



Susan D. Eggert
Borough of St. Lawrence