

**ST. LAWRENCE BOROUGH COUNCIL  
MEETING MINUTES  
MONDAY, JANUARY 7, 2008**

**ATTENDANCE:**

Robert J. May, Council President  
David W. Eggert, Council Vice President  
Joan Eshelman, Councilwoman  
Ronald Ivison, Councilman  
Michael Bennethum, Councilman  
James G. Simmons, Jr., Councilman  
Cary G. Whitman, Councilman

**OTHERS IN ATTENDANCE:**

Warren Lubenow, Borough Mayor  
Allison A. Leinbach, Borough Manager  
Susan D. Eggert, Borough Secretary  
Joan London Esq., Kozloff Stoudt arriving at 8:35 PM

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert J. May immediately following the reorganization meeting.

**APPROVAL OF THE MINUTES:** The minutes of the December 20, 2007 meeting were distributed to the members of Council for their review. There were no questions or corrections. **MOTION:** Mrs. Joan Eshelman made the motion to accept the minutes as presented; seconded by Mr. Cary Whitman; Mr. May, Mr. Eggert, Mrs. Eshelman, Dr. Ivison and Mr. Whitman voting in favor; Rev Bennethum and Mr. Simmons abstaining since they were not present for the December meeting.

**TREASURER'S REPORT:** The treasurer's report was distributed to the members of Council for their review. Ms. Leinbach indicated that the report could be approved as presented. Mr. May explained the treasurer's report to the new members of Council; there were no questions. **MOTION:** Mrs. Eshelman made the motion to accept the treasurer's report as presented; seconded by Mr. Eggert; all were in favor and the motion carried.

**GENERAL:** \$171,747.89 **SEWER:** \$139,866.11 **LIQUID FUELS:** \$69,673.90 **CAPITAL RESERVE:** \$82,077.88

**APPROVAL AND PAYMENT OF THE BILLS:** The bills to be approved and ratified this evening were submitted to Council for review. All questions were answered. Bills to be ratified from the general fund total \$10,816.88; bills submitted for approval tonight total \$9,684.37 for a grand total of \$20,501.23. There were no bills to be paid from the sewer fund. **MOTION:** Mrs. Eshelman made the motion ratifying and approving payment of the bills submitted; seconded by Mr. Eggert; all were in favor and the motion carried.

**PUBLIC HEARINGS, PETITIONS, ETC**

**PRESENTATION OF FLAG** - Mr. Cary Whitman from the POS of A of St. Lawrence Camp 230 presented a flag to the Borough of St. Lawrence. The Borough will send the POS of A a thank you letter.

**REPORT OF THE CODE ENFORCEMENT OFFICER - WILLIAM DANIELS**

The paperwork for the condemnation of the Suburban Petroleum building has been started. Mr. Daniels and Ms. London will be meeting with Mr. Koontz from Exeter Township to review the steps that have to be taken to condemn a building since he had to do this last year with a property in Exeter Township. Mr. May gave the new members of Council a little history and how Council came to the decision to condemn the Suburban Petroleum property.

**REPORT OF THE BOROUGH MAYOR - WARREN LUBENOW**

Mayor Lubenow indicated that because of the earliness of the meeting there are no reports from the police department at this point in time.

**COMMITTEE APPOINTMENTS:** Mr. May would like to meet with the Council members to discuss their interests and will make committee appointments at the next meeting.

## **BUDGET & FINANCE**

**CASH FLOW DOCUMENTS:** Cash flow documents were made available for Council's review. There were no questions at this time.

**UNPAID REAL ESTATE TAXES TO TAX CLAIM** - The closeout for 2007 has been completed and there is \$3,626.89 of unpaid 2007 real estate taxes to be turned over to tax claim; 12 unpaid bills. The amount of unpaid taxes is less than 1%.

**MOTION:** Mr. Whitman made the motion authorizing the tax collector to send the unpaid amount of Borough taxes in the amount of \$3,626.89 to the tax claim bureau; seconded by Mrs. Eshelman; all were in favor and the motion carried.

## **SANITARY SEWER - ALLISON LEINBACH**

Ms. Leinbach indicated that she is in the process of setting up the preconstruction meeting with Utility Services Group for the televising of the sewer system.

## **TRASH & RECYCLING - CARY G. WHITMAN**

Mr. Whitman presented changes in trash pickups for 2008 due to holidays. Spring clean up is scheduled to take place on May 15<sup>th</sup> which is not a recycling week. Trash pickup during the weeks of Thanksgiving and Christmas will take place on Saturday as well as the pickup during the week of New Year's which will be 2009 along with recycling. **MOTION:** Mr. Eggert made the motion authorizing the Borough Manager to sign off on the trash changes as well as the spring clean up date for calendar year 2008; seconded by Mrs. Eshelman; all were in favor and the motion carried. Ms. Leinbach told Council that our recycling numbers are much better than previous years; she feels that this is due to the accurate reporting from Eagle Disposal.

## **RECREATION - DAVID EGGERT**

**DECORATING CONTEST** - Mr. Eggert reported that due to weather and meeting changes the decorating contest was cancelled.

**ADVERTISEMENT FOR PLAYGROUND LEADERS** - Mr. Eggert indicated that is now time to look for playground leaders for the summer program. Mr. May explained to Council that the playground is open for about 8-10 wks during the summer and that typically the Borough hires 2-3 college aged kids to run the program. This will be advertised in the Reading Eagle and the surrounding colleges will be notified of the openings. **MOTION:** Mr. Eggert made the motion authorizing the Borough Manager to advertise the playground leader positions for the summer 2008; seconded by Mrs. Eshelman; all were in favor and the motion carried.

## **EMERGENCY MANAGEMENT COORDINATOR - ROBERT J. MAY**

Mr. May indicated that he has attended any of the recent meetings and will try to attend the next meeting.

**PANDEMIC** - Dr. Iverson asked if anymore plans have been done with regard to a pandemic. Ms. Leinbach and Mr. May indicated that we do have our normal emergency plan but nothing further has been done. Mr. May indicated that our plan is very generic because as soon as two or more municipalities are affected the state will step in therefore there is no real need to make any further plans. There was a lengthy discussion; Mr. May indicated that he will try to look into the matter further.

## **ZONING HEARING BOARD - ALLISON LEINBACH**

Ms. Leinbach indicated that there is currently an opening on the Zoning Hearing Board. Mr. Gerald Bricker's term has expired; Ms. Leinbach recommended to Council that they appoint someone else to fill that position since Mr. Bricker was unable to attend the last two hearings. Ms. Leinbach will send a thank you letter to Mr. Bricker thanking him for his service to the Borough. Mr. May asked Ms. Leinbach if she had any recommendations for which she indicated that one of the other candidates that were interviewed to fill the open Council seat would be a good choice. **MOTION:** Mr. Eggert made the motion to table the appointment to the Zoning Hearing Board until the next meeting and authorized the Borough Manager to contact Mrs. Dorothy Jurasinski first and then Mr. Michael Fritz if Mrs. Jurasinski would not be interested in serving on the Zoning Hearing Board; seconded by Mrs. Eshelman; all were in favor and the motion carried.

## **BOROUGH HALL - ALLISON LEINBACH**

**PROPOSAL FOR THE RESTORATION OF THE BOROUGH HALL** - Ms. Leinbach distributed a handout picture of the Borough Hall where some masonry work needs to be done. The Borough has received a proposal from Mr. Dane Clay in the amount of \$3800.00 to repair and restore the area. Ms. London and Mr. May indicated that since his proposal is under \$4,000 Council could accept the proposal without having to go through the bid process. **MOTION:** Mr. Whitman made the motion to accept Mr. Dane Clay's proposal of \$3800 to restore and repair the east side of the building; seconded by Rev. Michael Bennethum; all were in favor and the motion carried.

**ROOF** - The notice to proceed was received back from Richard Sensenig Roofing. Ms. Leinbach indicated that she has given them until March 31, 2008

**MUNICIPAL LANDS - ALLISON LEINBACH**

**PLAYGROUND** - There was \$700 in repairs at the tennis court from tree branches collapsing onto electric lines and poles and the replacement of poles and electric. The electric feed to the lights at the tennis courts needed to be redone. The security light on the pole by the concession stand for which we contract with Met ED is being removed. The light was going to be taken down by 2010 anyway however the light has been giving us problems therefore we are just going to have the light removed now. The dusk to dawn light is operating on the side of the concession, the pathway lights are lit therefore there should not be a problem with having this light removed.

**INSURANCE - ALLISON LEINBACH**

The insurance has been changed to a calendar year.

**NEWSLETTER - ALLISON LEINBACH**

The next newsletter will be going out in March because the egg hunt will be early; Mr. May also asked that the hazardous waste and electronic collection be advertised again. Mr. May asked that a letter be sent to the Solid Waste Authority to see if we can get any information on how much was collected from the Borough residents which could help with the storm water permit. Also Mrs. Grim is going to place another article in the March newsletter regarding the pandemic.

**NEW BUSINESS**

**TECHNICON** - Ms. Leinbach asked that Council appoint Technicon as the UCC Code Official; they will handle residential, commercial, fire, and electric. They will work with Brian Sands on the plumbing. We will be appointing Technicon and adopting their fee schedule. From that fee schedule they get 95 percent and we get 5 percent which Ms. Leinbach indicated is a plus since we are losing money currently. **MOTION:** Mr. Eggert made the motion to adopt Resolution #654-2008 appointing Technicon and their fee schedule as the Borough’s UCC Code official; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**ADVERTISEMENT OF THE 2008 MEETING SCHEDULE FOR COUNCIL/PLANNING COMMISSION:** The meeting schedule was made available for review. The Planning Commission already reviewed their schedule making changes due to holidays; they typically meet the 4<sup>th</sup> Wednesday of the month. Council will meet on the 2<sup>nd</sup> Thursday of the month. **MOTION:** Mr. Eggert made the motion authorizing the Borough Manager to advertise the meeting schedules for both the Planning Commission and the Borough Council; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**INCOMING AND OUTGOING COMMUNICATIONS:**

**THANK YOU NOTES:** Mrs. Eggert told Council that thank you notes were received from both Crime Alert and Berks County Solid Waste Authority thanking the Borough for their donations.

**EXECUTIVE SESSION: MOTION:** Mr. Eggert made the motion to enter into executive session to discuss personnel; seconded by Mrs. Eshelman; all were in favor and the motion carried. Council entered into executive session at 8:56 PM. Council came out of executive session at 9:15 PM. No action was taken at this time.

**ADJOURNMENT: MOTION:** Mr. Eggert made the motion to adjourn the meeting; seconded by Mr. Whitman; all were in favor and the motion carried. The January meeting of the St. Lawrence Borough Council adjourned at 9:16 PM.

Respectfully submitted,

Signed/Susan D. Eggert

Susan D. Eggert  
Borough Secretary