

**BOROUGH OF ST. LAWRENCE  
MEETING MINUTES  
THURSDAY, APRIL 8, 2010**

**ATTENDANCE:**

Mr. Robert J. May, Council President  
Mr. David W. Eggert, Vice President  
Mrs. Joan Eshelman, Councilwoman  
Rev. D. Michael Bennethum, Councilman  
Mr. James Simmons, Councilman  
Mr. Warren Lubenow, Councilman  
Mr. Cary G. Whitman, Councilman

**OTHERS IN ATTENDANCE:**

Mr. William C. Daniels, Code Enforcement/Zoning Officer  
Ms. Pamela Stevens, Borough Engineer – SDE  
Dr. Ronald Ivison, Mayor  
Ms. Allison A. Leinbach, Borough Manager  
Mrs. Susan Eggert, Borough Secretary  
Ms. Joan London, Borough Solicitor - KS  
Mr. Dan Andrews, Reading Eagle  
Mr. Michael Fritz, Resident  
Mr. Gregg Hafer, Exeter Township Resident  
Mrs. Marilyn Gross, Resident  
Mr. Christopher Jordan, Deputy Fire Chief Exeter Township

**CALL TO ORDER:** The meeting of the St. Lawrence Borough Council was called to order by Council President, Mr. Robert May, at 7:31 PM.

**APPROVAL OF THE MINUTES:** The minutes of the March 11, 2010, meeting were distributed to the members of Council for their review. There were no questions, corrections or clarifications. **MOTION:** Mrs. Joan Eshelman made the motion to approve the minutes as presented; seconded by Mr. David Eggert; all were in favor and the motion carried.

**TREASURER’S REPORT:** The treasurer’s report was presented to Council for review. Ms. Leinbach indicated that the treasurer’s report could be approved as presented and filed for audit. There were no questions. **MOTION:** Mr. Cary Whitman made the motion to accept the treasurer’s report as presented; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**GENERAL:** \$115,759.30 **SEWER:** \$92,419.24 **LIQUID FUELS:** \$177,353.78 **CAPITAL RESERVE:** \$83,802.77

**APPROVAL OF THE BILLS:** The list of bills requiring payment and ratification were distributed to the members of Council for review. There were no questions, corrections or clarifications. The bills requiring payment and ratification from the general fund total \$56,542.25 and bills requiring payment and ratification from the sewer fund total \$2,978.40. **MOTION:** Mr. Eggert made the motion to pay all bills requiring payment and ratification from both the general and sewer fund; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**PUBLIC HEARINGS, PETITIONS:**

**MICHAEL FRITZ** - Mr. Fritz who is a resident of the Borough complimented the Borough on the Easter Egg Hunt which was held on Friday, April 2. Mr. Fritz indicated that he attended the egg hunt and heard nothing but wonderful things about the egg hunt for those in attendance.

**GREGG HAFER** - Mr. Hafer is a resident of Exeter Township who lives on Bingaman Street. Mr. Hafer thanked the Borough for the repairs done on Bingaman Street.

ST. LAWRENCE BOROUGH COUNCIL

**CHRIS JORDAN** - Mr. Jordan is a deputy assistant chief with the Exeter Township Volunteer Fire Department. Mr. Jordan presented before Council with the quarterly numbers from the fire department and asked Council if there were any questions that he could answer at this time. Council had no questions for Mr. Jordan and thanked him for the information.

**REPORT OF THE BOROUGH ENGINEER - PAMELA STEVENS, SDE**

**ENGINEER REPORT** - Ms. Stevens distributed a written engineer's report for Council to review. There were no questions about the report.

**LIGHT STUDY** - Ms. Stevens indicated that SDE coordinated with Mr. Stan Stubbe of Stubbe Consulting LLC to go out to the Antietam Valley Shopping Center to do a study on the lighting in the parking lot. The Borough has received numerous complaints about the lighting in the parking lot and felt that this warranted further investigation. Ms. Stevens indicated that indeed Mr. Stubbe found that the lighting at the shopping center was insufficient and his letter was attached to Ms. Stevens's report. Ms. Stevens indicated that she is aware that the daycare center who was granted conditional use approval by Council has a stipulation with regard to parking lot lighting in order to open for business. There was a discussion and it was decided that some type of restriction will have to be placed on the Use and Occupancy permit with regard to restricted hours. It was also decided that the shopping center needs to be contacted in order to begin working on the lighting plan especially in the area of the daycare center so that they can open without any problems. **MOTION:** Mr. Eggert made the motion authorizing Ms. Stevens to contact the shopping center to begin working on a lighting plan; seconded by Mrs. Eshelman; all were in favor and the motion carried. Mayor Ivison was also concerned about the contrast of curbing at this location. This will also be addressed with the people from the shopping center.

**ZONING ORDINANCE AMMENDMENTS** - Ms. Stevens explained to Council the proposed ordinance. This ordinance changes the zoning district of two particular properties and will add uses to the C10 district. There was some discussion with regard to the carwash use. It was decided that it would be changed to three cars per bay and that a traffic study would only be performed on the premises for safety purposes; lengthy of space for cars waiting. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to advertise the ordinance, advertise for a public hearing and to send a copy of the proposed ordinance to Berks County Planning Commission, Exeter Township and Amity Township for comment; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**BOROUGH HALL** - Ms. Stevens indicated that she has been in contact with Mr. Klechner who purchased the old Borough Hall at 3400 St. Lawrence Avenue. Mr. Klechner indicated that the banking industry is not willing to finance condos but would be willing to finance townhouses. There was a sketched plan shown to the Planning Commission showing townhouses which was not all that different from the condo project. Ms. Stevens indicated that there would be issues with either of these projects but felt that either one of these uses could be attainable and would require either a cross easement or a Homeowner's Association. There was a short discussion; Mr. May asked Mr. Lubenow how the Planning Commission viewed this project and Mr. Lubenow indicated that the Planning Commission was very willing to work with Mr. Klechner on the project so that the building can be used and occupied. Ms. Stevens indicated that Mr. Klechner contacted her and would like to know whether or not Council would look favorably upon this project or if he should not invest anymore time and money on this project. **MOTION:** Mr. Eggert made the motion to contact Mr. Klechner with a favorable outcome on the project with townhouses at 3400 St. Lawrence Avenue as long as all access points can be met; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**REPORT OF THE BOROUGH CODE ENFORCEMENT/ZONING OFFICER - WILLIAM DANIELS**

**COURTESY LETTERS** - Mr. Daniels informed Council that he had sent a few courtesy letters in the last month and has had very good results.

**CODE ENFORCEMENTS** - Mr. Daniels indicated that he was notified that the Carbonizing plant had some doors kicked in and he investigated. Mr. Reppert's property on Orchard Court still needs to have the deck secured and Mr. Daniels informed Council that he would speak to Mr. Reppert in person about this matter.

**REPORT OF THE BOROUGH SOLICITOR – JOAN LONDON, ESQ**

**DIBIASE APPEAL** - Ms. London indicated that she has signed the stipulation to consolidate the appeals.

**SUBURBAN PETROLEUM PROPERTY** - Ms. London indicated that there was a hearing scheduled to decided ownership of the property on 4/8/10. A continuance was granted in this case; she will keep Council updated.

**REPORT OF THE BOROUGH MAYOR - RONALD IVISON**

Mayor Ivison distributed his report to Council for review. Mayor Ivison also introduced Chief Anthony Garipoli of the Central Berks Regional Police Department to Council. Chief Garipoli indicated that he felt that things were going well and has received a lot of compliments while on patrol from the residents of the Borough. Chief Garipoli indicated that they have been watching traffic and issuing a lot of warning citations. Mr. Whitman asked about Community Park and whether or not they have been receiving a lot of calls to that location. Chief Garipoli indicated that they have been receiving a lot of calls to that location as the weather has been getting nicer; this was discussed for a short time. Mayor Ivison indicated that the district justice check was for \$895.76; vehicle \$534.58; ordinance \$361.18.

**BUDGET & FINANCE - ALLISON LEINBACH**

**AUDIT 2009** - The audit from 2009 was presented to Council for review.

**RESOLUTION 698-2010 AUTHORIZED SIGNERS FOR SAFETY DEPOSIT BOX** – Ms. Leinbach indicated that National Penn Bank needs an update on the authorized signers for the safety deposit box. The authorized signers for the safety deposit box would be the Borough Manager, Borough Secretary, Council President and Council Vice President. It was also noted that since the Borough Secretary and the Council Vice President are married that they cannot be signers at the same time; there is a two signature requirement. **MOTION:** Mr. Warren Lubenow made the motion to adopt Resolution 698-2010 establishing the authorized signers for the safety deposit box at National Penn Bank with the stipulation that the Borough Secretary and the Council Vice President may not be signers at the same time; seconded by Mr. James Simmons; all were in favor and the motion carried.

**STREETS & LIGHTS - JOAN ESHELMAN**

**ORCHARD COURT STREET LIGHT** - Ms. Leinbach indicated that we have received numerous complaints about the street light on Orchard Court that is not working. It was damaged last fall when Service Electric did work in that area however no one ever reported it to the Borough office. In the fall Telco was called out to investigate however after spending \$1,000 the break was not found. Telco at that time indicated that in order to fix the light 60 feet of sidewalk would need to be torn up in order to tunnel new electric to the pole. Once winter set in there was no way to get this done and we knew it would need to be revisited in the spring. Council directed Ms. Leinbach to contact Telco for a quote on the project as well as Ms. Stevens to get pricing on a possible solar street light.

**STREET SWEEPING** - As a reminder spring street sweeping will take place on April 29 & 30.

**PLANNING COMMISSION - ALLISON LEINBACH**

**LETTER FROM PENNDOT FOR GOODWILL HOP** - The Borough is in receipt of a letter from PennDOT concerning Goodwill’s HOP. The letter had 74 comments however Ludgate felt that all of the comments were minor.

**REQUEST FOR CHURCH USE AT SHOPPING CENTER** - Ms. Leinbach indicated that she has spoken to the Planning Commission with regard to the requests that she has received with regard to churches in the shopping center. Ms. Leinbach indicated that she has received two separate requests for this use. Ms. Stevens asked Ms. London if a couple of requests came in for the same use and they were to change units if that would require a new conditional use; Ms. London indicated yes. Planning will review this matter.

**SANITARY SEWER - ALLISON LEINBACH**

**FINAL BID TABULATION** - The final bid tabulation for the upcoming sewer project was distributed to the members of Council for review. The low bidder was Mr. Rehab at \$398,562.60. This was reviewed by the Borough Engineer and the Borough Solicitor. There was one item missing which has now been satisfied and everything seems to be in order. **MOTION:** Mr. Eggert made the motion to award the contract to Mr. Rehab at a bid of \$398,562.60; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**FINANCING OF THE SEWER PROJECT** - There was a discussion about securing the financing for the project. It was noted that \$400,000 would be needed for the project, an additional \$40,000 for the construction observation, \$50,000 for the dig ups, \$40,000 for change orders and \$54,000 for reimburseable expenses to the general fund. **MOTION:** Mr. Eggert made the motion authorizing Ms. London to send out a proposal to secure \$600,000 in financing for the project; seconded by Mr. Simmons; all were in favor and the motion carried. It was noted to look at a 10 year, 12 year and 15 year loan.

**CONSTRUCTION OBSERVATION:** Ms. Leinbach indicated that she had received a quote for the construction observation from SSM in the amount of \$38,800. **MOTION:** Mr. Eggert made the motion to award the bid of \$38,800 for the construction observation to SSM; seconded by Mrs. Eshelman; all were in favor and the motion carried. Ms. Leinbach indicated that SSM would be setting up a pre-construction meeting.

**EXETER MEETING** - Mr. May informed Council that Mr. Lubenow, Rev. Bennethum, Mayor Ivison, Ms. Leinbach and himself met with the Exeter Township Supervisors to discuss police issues and issues with the sanitary sewer. Mr. May indicated that there was discussion about court appearance time with regard to the police. Ms. Leinbach had pointed out to the police chief that court time was calculated into the contract price and was already paid for last year however he disagreed. There will be some type of compromise after all cases are resolved and the amount due will be determined by both parties. The next topic discussed was sewer billing and what is capital improvement versus operation and maintenance. The items determined to be capital improvement will be pulled out of the bill and the bill will be reconfigured. The sludge dryer project was discussed and the invoice will be revised and an agreement will be needed. The possibility of turning the collection system over to Exeter Township was discussed. Flow metering was discussed and the fact that the flow metering is worthless if the flow is backing up. The work that needs to be done to the interceptor line was also discussed and what portion of that project would be billable to the Borough as well as the types of repairs that would be billable if any. The last item discussed was industrial surcharge. Mr. May indicated that Exeter was very receptive to the concerns that the Borough had with all of the items.

**EMERGENCY MANAGEMENT COORDINATOR - ROBERT MAY**

**FEMA COURSES** - Mr. May indicated that he has taken 16 hours of FEMA credits.

**MUNICIPAL LANDS - ALLISON LEINBACH**

**HIKE** - Mr. Lubenow reminded everyone that Saturday, April 10, is the hike through the woods.

**INSURANCE - ALLISON LEINBACH**

**BOND** - The treasurer's bond is now through the Borough's insurance agent and not EHD.

**NEWSLETTER - ALLISON LEINBACH**

The next newsletter is scheduled to go out in mid May. That will include all of the summer and very early fall information.

**LIBRARY LIAISON - WARREN LUBENOW**

Mr. May asked Mr. Lubenow if the library was able to provide the Borough with an excel data base so that we can see how many St. Lawrence residents use the library. Mr. May indicated that this would be very helpful to know when it comes time to determine the amount of funding that the Borough would be willing to give to the library.

**UNFINISHED BUSINESS**

**EXETER MEETING** - Rev. Bennethum indicated that during the meeting with Exeter that the matter concerning the fire police was discussed. The fire police are directed by the Exeter Township Police and therefore an intergovernmental agreement may be needed and a reasonable amount of funding may be required.

**DEMOLITION PERMIT** - Wolfe Dye & Bleach is in the process of obtaining a demolition permit for one of their outbuildings. It was discussed that they would be required to remove all debris and possibly place fencing to avoid any debris from washing into the creek. This will be made part of the demolition permit.

**NEW BUSINESS**

**JUNE COUNCIL MEETING** - It was noted that Exeter Township High School has graduation on Thursday, June 10, the same evening as the monthly Council meeting. This would be a conflict for two Councilmen and the Borough Secretary. It was noted that most likely there will need to be a public hearing for the zoning ordinance amendment that evening as well. After a short discussion it was decided to change the meeting to Wednesday, June 9. **MOTION:** Mr. Eggert made the motion authorizing the Borough office to advertise the meeting change for the month of June to Wednesday, June 9,; seconded by Mrs. Eshelman; all were in favor and the motion carried.

**ADJOURNMENT: MOTION:** Mr. Whitman made the motion to adjourn the meeting; seconded by Mrs. Eshelman; all were in favor and the motion carried. The meeting of the St. Lawrence Borough Council adjourned at 9:23 PM.

Respectively submitted,

Signed/Susan D. Eggert

Susan D. Eggert, Borough Secretary