

**BOROUGH OF LAWRENCEVILLE
REGULAR MEETING
MARCH 7, 2005**

CALL TO ORDER

President Marian Russell called the Regular Meeting of the Lawrenceville Borough Council to order at 7:10 PM with the Pledge of Allegiance.

ROLL CALL

Council Members:

Ed Lockhart
Mildred Bliss
Melvin Davis
Steven Hepfer
Marian Russell
Larry Barnes

Chief of Police:

Walter Beach

Mayor:

Absent

Secretary:

Judy Woythal

Visitors:

Crystal Stage
Donna Blend
Tom Rotsell

Fern Deming

Al Beach

Jason/Amy Steffanowicz

APPROVAL OF MINUTES

Mildred Bliss made a motion to approve the minutes of February 7, 2005, seconded by Steve Hepfer. All members present voted yea.

PUBLIC PRESENTATIONS

Jason Steffanowicz stated that he purchased Harry Kittle's mowing business. He offered his mowing services to the Borough.

Crystal Stage requested permission for the Cinderella League to use the ball field again this year. She also commented that the concession stand and the bathroom need repairs. She requested that 2 locks be placed on the structure, one on the garage and one on the concession stand, because the building has been vandalized.

The Council approved the use of the ball field by the Cinderella League and also the Council will have 2 locks placed on the structure.

Fern Deming stated her disposal bill was higher and wanted to know if the rates went up. The secretary will call Real Disposal to see if the rates had changed.

COMMUNICATIONS

Communications were reviewed. The Association Meeting will be held March 24, 2005 at the Blossburg Fire & Ambulance Building. Social Hour will begin at 6:00, and followed by dinner at 7:00.

TREASURER'S REPORT

Larry Barnes made a Motion to accept the Treasurer's Report, seconded by Steve Hepfer. All members present voted yea.

PAYMENT OF BILLS

Larry Barnes made a Motion to pay the bills, seconded by Mildred Bliss. All members present voted yea.

MAYOR'S REPORT

No Police Report was read. Bryce Taft was absent from the meeting.

COMMITTEE REPORTS

A. Library-None

B. Building Enforcement/Zoning Officer

Tom Rotsell stated that he is declining the job offer for the Code Enforcement/Zoning Officer position. The Council stated that we need to advertise for this position.

It was discussed that the Zoning Board, the Planning Commission and the Water & Sewer Authority Council also need additional members. The secretary will advertise in the Penny saver, and put up Notices in the Bank, Post Office, Prestons, Pump-n-Pantry and at Bill's Place.

C. Public Works: Streets and Dikes

Melvin Davis stated that there are trees that need to be cut down in the Park. The Council gave their approval for the trees to be cut down. It was also discussed that there are bushes on the new property that need to be trimmed.

Steve Hepfer stated that there will not be any grant money available to us for State Street this year. The paperwork will be saved for next year, for the 3 year project. Steve stated that he will get the information from Rob Abel and get the State Street Project in motion.

D. New Building

Larry Barnes stated that the Building Committee met this morning with Shawn Forest from Mansfield. The sketch of the floor plan shows the Borough Office, 2 Offices for the Police Department, 1 common meeting room upstairs and the Council Meeting room in the basement.

Per Shawn Forest we need to have a handicapped bathroom and handicapped entrance ramp. If we install a bell on the front door we will be able to move in before the entrance ramp is done, as long as the handicapped bathroom is completed. The Borough will need one permit for the upstairs remodeling and another permit for the basement remodeling.

The Council set an approximate moving date of May 15th. The Council will need an Engineering drawing of the floor plan and a building permit. The start date of the permit is when you begin work, not the issue date. The Council gave the Building Committee the authority to work with Pete Titlow on the Engineering drawing and work with the secretary on preparing the bid package information.

Melvin Davis requested permission to rent a Dumpster and begin cleaning out the garage. The Council approved. The secretary will call Real Disposal to get information on the dumpster.

Larry Barnes made a Motion to continue with the Plan of Action regarding the New Building, seconded by Steve Hepfer.

E. Public Safety

None

F. Personnel and Appointment

The Council received a resignation letter from Rob Abel effective March 7, 2005. Steve Hepfer made a Motion to accept the resignation, seconded by Melvin Davis. All members present voted yea.

G. Planning Commission

None

H. Unfinished Business

Steve Hepfer stated that the Website preparation is time consuming, but it is almost ready. Steve will contact local business to see if they would like to advertise, which would help pay for the \$36 cost we pay every 6 months. The Borough was approved by the Northern Tier Regional Planning & Development Commission for a Website Grant for 75% up to \$500 of costs.

The Borough Secretary contacted Ken Leone and he approved the \$400 retainer fee for Lawrence Mansfield. He says that Mr. Mansfield is required to prepare quarterly reports and he does not charge an extra fee. He also answers questions that Ken has, without charging an extra fee.

The CTCO phone bill and epix bill were combined to receive a \$5.00 credit each month.

The Borough received the check for the \$40,000 Loan.

Per Steve Webster at DEP, we do not need an Ordinance regarding gas station fuel tanks. It is a State Rule that gas stations must close out and remove the tanks properly.

The Borough was approved by the Northern Tier Regional Planning & Development Commission for a Hardware Incentive Grant for up to \$500 for purchase of a new Multifunction Copier. The Borough will end up paying \$600 for a Multifunction Lexmark Copier that is \$1100.

Recodification-we are still trying to locate the 7 manuscripts. Once we move into the new office we will be able to sort through the storage boxes.

H. New Business

The Ordinance for 911 readdressing was read. The Council plans to adopt this Ordinance at the April 4, 2005 meeting.

Walt Beach asked if the Borough is complying with this? The Council Stated that Notices will be advertised in the Pennysaver and posted in some of the Borough businesses. A reminder notice will be on the next water bill and Council Members will be spot checking the houses in the Borough, to see if the house numbers are in place.

The Parente & Randolph Audit Agreement was discussed. The fee range for the 2004 Audit of \$3,200 to \$3,600 was not approved. The Council asked the secretary to contact other Boroughs to see who they use and also to contact Parente & Randolph and tell them their fee proposal is over our budgeted amount for this year.

Ballpark-Brad from Chilsons had contacted the Borough for permission to use the ballpark for Little League May 29, 2005 in the evening. Steve Hepfer made a Motion to approve, seconded by Melvin Davis. All members present voted yea.

Steve Hepfer stated that he was contacted by the Fire Department regarding the lot next to the Fire Department. Steve said it was expressed to him that the Fire Department would split the costs of the use of that lot as a parking area, or if the Borough was willing to give the lot to the Fire Department then the Borough would have full use and the Fire Department would pay all the costs. It was discussed developing the lot for Festival Events. The Building Committee will meet and come up with options.

Melvin Davis stated that Al Beach will be swapping his 93 4-wheel drive pickup truck in and Al would offer to sell his truck to the Borough if they are interested. Al will get back to the Council with a price.

Larry Barnes made a Motion to adjourn at 8:36 PM, seconded by Steve Hepfer.

**Minutes were recorded and printed by:
Judy Woythal, Secretary**