

BOROUGH OF LAWRENCEVILLE
REGULAR MEETING
March 5, 2018

CALL TO ORDER: The meeting was called to order 7:01 PM by Council President, Kathryn Helgemo with the Pledge of Allegiance.

ROLL CALL:

Council Members:

Jack Young-ABSENT
Larry Barnes
Judy Kenyon
Anneliese Hotelling

Kris Davis
Kathryn Helgemo
Robert Penzone

Mayor:

Robert Scott, Jr

Secretary: Jill Hall

Police Department:
Chief Scott Shutt-
Stevan Mengee-

Visitors:

Bev Shoup	Cleo Russell	Jerry Bryant
Bill Shoup	Jon Cox-Borough Bond Council	Koleen Short
Cyndy Burrows	Grace Kirwin	AJ Leonard
Charlotte Keys	Michael Kirwin	Brad Hackett
Sophia Davis	Paul King	Lucille Wagers
Donna Blend	Tim Short	Chet Bryant

LIBRARY:

- Books with Buster was held on March 8 and six kids attended. The kids and Buster all had a great time. There will be another Books with Buster held on Thursday, March 22 at 6:30. All children are welcome.
- The Kreiger was grant submitted on time for electrical upgrades in the library and for story hour monies.
- Citizens and Northern Bank has chosen the Bostwick-Perry Memorial Library for their “Giving Bank-Giving Together” campaign. All money raised by this campaign will be given directly to the library Lawrenceville. Right now, there are baskets filled with Easter goodies in the Borough office and the Tioga branch of C & N. Stop in today to purchase tickets! You could be the winner!

PUBLIC PRESENTATIONS:

- Jerry Bryant would like to see the council pass a resolution regarding no public cell phones during a council meeting. Only borough council members, the police and invited council guests should be allowed cell phone use during council meetings. Anyone else needing to use a cell phone should be removed from the meeting. Koleen Short disagreed. Kathryn Helgemo, Council President, commented that instead of a resolution passed, common courtesy rules applied and that someone speaking on a cell phone should excuse themselves from the meeting during cellphone use.
- Jon Cox, Bond Council for the Borough of Lawrenceville, from Eckert & Siemens discussed Ordinance 281-2018. This ordinance repeals Ordinance 254. The underwriters of the loan would like to have the 2016 and 2017 audit of the LBA financials completed. These audits are currently on hold until the tax

season is over. The amount of the refinancing loan includes an extra \$200,000 for monies towards much needed additional improvements at the water and sewer plants. This ordinance refinances the debt of Lawrenceville Borough Authority (LBA), placing the debt in the name of the Borough of Lawrenceville. The current interest rates of the LBA loans are 5.750% and 4.5%. The refinancing interest rate that the Borough of Lawrenceville is hoping to secure is 3.93% for 20 years. This will create a large savings over the life of the loan. A resolution is currently being created with Jon Cox's office to transfer the assets of the LBA to the Borough of Lawrenceville. The refinancing documents and the transfer of asset documents will all close together simultaneously.

- Chelsea Martin from Walk Works presented a "Health & All Policy" to the council. She would like to see the council adopt a resolution stating that all policies adopted in the future will consider the health and welfare of the residents. Walk Works has created routes throughout several communities in Tioga County, Lawrenceville included, that have historical points mapped out throughout the route. The route in Lawrenceville is 1.8 miles, the longest route in Tioga County. Walk Works is a program that is the creation of the University of Pittsburgh and the PA Department of Health that hopes to eventually be statewide. The council will consider a kick-off date to celebrate the opening of the new walking path in the Borough of Lawrenceville created by the Walk Works program. Chelsea Martin is looking for walking group leaders in the borough. Interested parties can contact the borough office.

Actions taken during public presentations

- Larry Barnes moved to accept and Enact Ordinance 281-2018, the refinancing of the Lawrenceville Borough Authority Debt. Anna Hotelling seconded the motion. A roll call vote was taken, and the results are as follows: Jack Young-absent, Larry Barnes-Yes, Anna Hotelling-Yes, Judy Kenyon-Yes, Kris Davis- Yes, Robert Penzone-No, Kathryn Helgemo- Yes. Motion carried.

APPROVAL OF MINUTES: Larry Barnes moved to approve the February 5, 2018 minutes, as corrected. Anna Hotelling seconded the motion. A roll call vote was taken, and the results are as follows: Larry Barnes-Yes, Anna Hotelling-Yes, Judy Kenyon-Yes, Kris Davis- Yes, Robert Penzone-Yes, and Kathryn-Helgemo-Yes. Motion carried.

COMMUNICATIONS:

- NIMS Training is being held soon. All new council members need to take this course to keep the borough qualified for federal disaster funding. Robert Penzone questioned if there were other ways to take NIMS training for 'working people'. Brad Hackett assured him that NIMS training was offered regularly.
- There was a discussion on the PA One Call Resolution request to make April 'Dig Safe' month. No action taken.

TREASURER'S REPORT:

- Anna Hotelling moved to accept the treasurer's report as presented. Larry Barnes seconded the motion. A roll call vote was taken, and the results are as follows: Jack Young-absent, Larry Barnes-Yes, Anna Hotelling-Yes, Judy Kenyon-Yes, Kris Davis-Yes, Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion carried.
- A motion was made by Larry Barnes to pay the bills as presented and seconded by Kris Davis. A roll call vote was taken, and the results are as follows: Jack Young-absent, Larry Barnes-Yes, Anna Hotelling-Yes, Judy Kenyon-Yes, Kris Davis-Yes, Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion Carried.

MAYOR'S REPORT:

- The mayor is working with the borough's engineering firm to create a mitigation plan for the historic tree on the levee. This is an action-item on the 2017 DEP levee inspection report.
- The police car recently had a major repair completed due to an issue with the steering. The car was out of commission for approximately 3 weeks.
- The Ordinance proposing stop signs at the intersection of Cherry Street, James Street, Franklin Street and Buffard's Riverside Estates is currently being drafted by the borough solicitor.

POLICE REPORT: See attached.

- Police chief Scott Shutt secured a grant for a drug drop-off box. It will be set up in the Borough office for the public to drop off unused, unwanted and expired drugs.

FIRE DEPARTMENT REPORT: See attached

COMMITTEE REPORTS:

- A. Code Enforcement/Zoning Officer:
 - The zoning officer notified the council that Sprint has decided not to erect a cell tower onto the water tower land.
- B. Public Works/Streets and Dikes:
 - No update on progress of researching equipment for ground hog filler for dike.
 - No update on Levee Emergency Action Plan from Jack as he was not in attendance.
- C. Public Works/Parks & Recreation: A grant request was submitted to the Krieger Foundation for new mulch for the Cherry Street playground.
- D. Planning Committee: Members are still needed. Please come to the borough office if interested.
- E. Personnel & Appointment:
 - Scott Gleason, LWSD maintenance technician, is currently working towards his water operator license.
 - Tim Short, LWSD maintenance technician, will soon be taking courses towards gaining a sewer operator license. Both actions will save money for the borough.
- F. LWSD:
 - The new billing software has been ordered and the borough received a reduced price at a savings of \$1,300.
 - The new truck has been ordered and the borough saved \$4,000 by ordering it instead of purchasing it directly off the lot. It is expected in August 2018.
 - Public hearing for the DCED Competitive Grant was earlier this evening. The borough really needs to have a planning commission in place to commit to this grant. The mayor, Robert Scott, committed to working on enticing new membership.

UNFINISHED BUSINESS:

- A draft drug policy was presented to the council members for review along with a "do's and don'ts packet" for creating a public drug policy.

NEW BUSINESS:

- It was explained the property at 49 Mechanic Street owes money to LWSD for past water & sewer bills as well for mowing this past summer. Any letters sent have been returned. A motion was made by Robert Penzone to put a lien onto 49 Mechanic Street, Lawrenceville, PA 16929 for costs associated with mowing and past due water and sewer bills. Anna Hotelling seconded the motion. A roll call vote was taken, and the results are as follows: Jack Young-absent, Larry Barnes-yes, Anna Hotelling-yes, Judy Kenyon-yes, Kris Davis-yes, Robert Penzone-yes, and Kathryn Helgemo-yes. Motion carried.

Executive session for personnel and financial reasons: entered approximately 8:15 pm. Exited approximately 8:39 pm

Actions taken after executive session

- Anna Hotelling motioned that due to the illusionary manner in which Scott's resignation was submitted and his subsequent work days following, the Borough of Lawrenceville will continue employing Scott Gleason in a full-time manner. Larry Barnes seconded the motion. A roll call vote was taken, and the results are as follows: Jack Young-absent, Larry Barnes-yes, Anna Hotelling-yes, Judy Kenyon- no, Kris Davis-yes, Robert Penzone-no, and Kathryn Helgemo-yes. Motion carried.
- Anna Hotelling motioned to pay Scott Gleason and Tim Short \$17.09/hour. Larry Barnes seconded the motion. A roll call vote was taken, and the results are as follows: Jack Young-absent, Larry Barnes- yes, Anna Hotelling-yes, Judy Kenyon- no, Kris Davis-no, Robert Penzone-no, and Kathryn Helgemo-yes. Mayor is requested to cast tie-breaking vote-Robert Scott-yes. Motion carried.
- Anna Hotelling motioned to continue Paul King's employment as Transition Manager for the Lawrenceville Water & Sewer Department for 2 months at \$25/hour, not to exceed \$8,000. A roll call vote was taken, and the results are as follows: Jack Young-absent, Larry Barnes-yes, Anna Hotelling-yes, Judy Kenyon-no, Kris Davis-no, Robert Penzone-no, Kathryn Helgemo-yes. Mayor is requested to cast tie-breaking vote-Robert Scott-yes. Motion carried.

ADJOURN: At 8:54 pm, Anna Hotelling motioned to adjourn. Larry Barnes seconded the motion. No one was opposed.