

BOROUGH OF LAWRENCEVILLE  
 REGULAR MEETING  
 October 1, 2018

CALL TO ORDER: The meeting was called to order 7:00 PM by Council President, Kathryn Helgemo, with the Pledge of Allegiance.

ROLL CALL:

Council Members:

Diana McCullough  
 Larry Barnes  
 Judy Kenyon -ABSENT  
 Anneliese Hotelling

Kris Davis  
 Kathryn Helgemo  
 Robert Penzone

Police Department:  
 Chief Scott Shutt  
 Zachary Mosso

Mayor:

Robert Scott, Jr

Secretary: Jill Hall

Visitors:

Paul King	Bev Shoup	Bill Shoup
Cleo Russell	Terry Gleason	Koleen Short
Cyndy Burrows	Gordon Chilson (arrived 7:01)	Donna Blend
Sophia Davis	Lori McIlwain	Amanda Bates

LIBRARY: No update

PUBLIC PRESENTATIONS:

- Cleo Russell wanted to know what was being done regarding the draining issues on Mill Street. It was reported that the Streets committee (Kris, Robert, Larry) have not yet met.
- Robert Penzone presented a list of items he felt that the certified operator should present to the council at each meeting.
  - A motion was made by Diana McCullough and seconded by Anna Hotelling to, on a monthly basis, receive from the certified operator the following:
    - Prior month DEP correspondence
    - Prior month inspection reports
    - Prior month ‘upsets’
 A roll call vote was taken, the results are as follows: Diana McCullough-Yes, Larry Barnes-Yes, Anna Hotelling-Yes, Kris Davis-yes, Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion Carried.
- Koleen Short stated she has proof regarding instances where the operators are unaware of occurrences within the plants. Koleen is concerned how are the operators going to be held responsible in this instance?
- Kris Davis brought to the attention of the council that he and his neighbor had sewer issues after the borough received a large amount of rain and that he felt the borough should cover his losses.

Executive session called for legal reasons at 7:36 pm. Executive session ended at 7:55 pm.

Secretary will contact borough insurance company regarding what borough residents need to do regarding fact gathering and fact sharing with the insurance company.

➤ Gordon Chilson wanted to know the cost of the new borough dump truck.

MINUTES: Robert Penzone motioned to accept the minutes dated September 4, 2018, with corrections. Diana McCullough seconded the motion. A roll call vote was taken with the following results: Diana McCullough-Yes, Larry Barnes-Yes, Anna Hotelling-Yes, Kris Davis-Yes Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion Carried.

COMMUNICATIONS: None.

TREASURER'S REPORT: Diana McCullough motioned to accept the Treasurer's report as presented. Larry Barnes seconded the motion. A roll call vote was taken with the following results: Diana McCullough-Yes, Larry Barnes-Yes, Anna Hotelling-Yes, Kris Davis-No, Robert Penzone-No and Kathryn Helgemo-Yes. Motion carried.

PAYMENT OF BILLS: Diana McCullough motioned to pay all of the bills. Anna Hotelling seconded the motion. A roll call vote was taken with the following results: Diana McCullough-Yes, Larry Barnes-Yes, Anna Hotelling-Yes, Kris Davis-Yes, Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion Carried.

MAYOR'S REPORT:

POLICE REPORT: See attached

FIRE REPORT: The fire chief gave a verbal report. The fire department is considering a Pistol bingo as a fund raiser. There will be a benefit for a firefighter's wife on October 21, 2018.

COMMITTEE REPORTS:

- A. Code Enforcement/Zoning Officer: The council must decide what it wishes to do regarding 20 Cowanesque Street. Zoning lawyer says the next step is a court proceeding to condemn property and tear it down.
  - A motion was made by Larry Barnes and seconded by Diana McCullough to proceed with legal action, using attorney Jeff Loomis, for the condemnation process of 20 Cowanesque Street. A roll call vote was taken with the following results: Diana McCullough-Yes, Larry Barnes -Yes, Anna Hotelling-Yes, Kris Davis-Yes, Robert Penzone -No, and Kathryn Helgemo-Yes. Motion Carried.
- B. Public Works/Streets and Dikes: No Update. Council President would like an update next meeting.
- C. Public Works/Parks & Recreation: No update.
- D. Planning Committee:
- E. LWSD:
  - The Small Water and Sewer Grant has been awarded to the borough in the amount of \$396,000 to use for slip lining the sewer lines on Cowanesque and Weaver Streets to help alleviate the I & I issue.

- Westfield Borough has a sewer jetter for sale that the LWSD employees feel would be a good purchase for the LWSD.
    - A motion was made by Diana McCullough to use up to \$1,500 from Act 13 funds to purchase the sewer jetter from Westfield Borough, pending mechanical soundness and onsite inspection. Anna Hotelling seconded the motion. A roll call vote was taken with the following results: Diana McCullough-Yes, Larry Barnes (stepped out at 8:34 pm), Anna Hotelling-Yes, Kris Davis-No, Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion carried.
  - Greensand filtration project at the water plant is completed. This has cut the backflow at the water plant by 50% which is an unexpected find. This alleviates some of the burden at the sewer plant.
  - Some of the automation at the water plant is complete.
  - Solenoid valves for chlorine levels have been installed.
  - Flocculators can now restart automatically after a power outage and/or blip instead of needing to be restarted manually.
  - Pressure gauge at the water tower is in the pit and will be heated to prevent gauge from freezing so water levels will be known.
  - Lift station controller in Buffard's has bobber and a red light in it so the LWSD can be proactive in ensuring that the sewer will not be backing up into the borough.
  - Long range planning has begun for the sewer plant. The Act 537 plan is being mandated by DEP and is being worked on by Larsen Design Group. This will be a very lengthy process because each step is mandated by DEP.
  - DEP expects to mandate a backup generator at the water plant as soon as next year.
  - 11,000,000 gallons went through the sewer plant in the month of September 2018-this is an average of 366,666 gallons per day. The daily load at the sewer plant should be just 50,000 gallons.
- F. Personnel: A motion was made by Anna Hotelling and seconded by Larry Barnes to Hire James Frew at \$12/hr. as the part-time borough maintenance technician, as needed, on average, for 20-40 hours per week. A roll call vote was taken with the following results: Diana McCullough-Yes, Larry Barnes-Yes, Anna Hotelling-Yes, Kris Davis-Yes, Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion carried.

**Unfinished Business:**

- The police evidence room is going to be worked on by the maintenance person.

**New Business:**

- Trick or Treating within the borough will be Wednesday, October 31, 6:00-8:00 pm. Anyone wishing to participate should turn their front porch lights on.
- No budgets were submitted to the secretary/treasurer by the following committees: parks/recreation, streets, police, and dikes. Please meet and submit budget figures as soon as possible, The budget must be completed soon.
- The 2019 Liquid Fuel estimated allocation is \$18,729.18.
- A forensic audit for 2017 has been suggested by the solicitor for the former water authority books. Diana McCullough motioned to authorize a forensic audit for the LBA 2017 audit. Larry Barnes seconded the motion. A roll call vote was taken with the following results: Diana McCullough-Yes, Larry Barnes-Yes, Anna Hotelling, Yes, Kris Davis (left at 9:20 pm), Robert Penzone-Yes, and Kathryn Helgemo-Yes. Motion carried.

- **ADJOURN:** Diana McCullough motioned to adjourn at 9:22 pm. Anna Hotelling seconded the motion. All were in favor, none were opposed.

Respectfully submitted,  
Jill Hall  
Secretary/Treasurer.