

LAWRENCEVILLE BOROUGH COUNCIL MEETING

DATE August 1st, 2022

MEETING CALLED TO ORDER AT 7:00 P.M.

PLEDGE OF ALLEGIANCE:

Council Vice President Robert Penzone called the **Regular Meeting** of the Lawrenceville Borough Council, held at 174 Water Tower Road, to order at 7:00 pm. Councilman Robert Penzone, Councilman Cleo Russell, Councilwoman Michelle Courtright, Councilwoman Cyndy Burrows, Councilman Hank Gontarz and Mayor Kris Davis were present as well as Secretary Dana Hughes. Councilman Gordon Chilson was present by phone. Councilman Mansel O’Dell was absent.

APPROVAL OF PRIOR REGULAR MINUTES: Motion made by Michelle Courtright, seconded by Cleo Russell, to approve July 5th, 2022, Regular meeting minutes. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, and Hank Gontarz, Cyndy Burrows No; Motion passed 6-0

PAYMENT OF BILLS: Motion made by Michelle Courtright, seconded by Gordy Chilson to approve payment of bills. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz. No; Cyndy Burrows Motion passed 5-1

VISITORS:

Bev Shoup	Bill Shoup	Marty Burrows	Mike Gleason
Lucy Losey	Jackie Learn	Linda Cox	Marilyn McCann
Carl Cox	Kat Helgemo	Janet Beach	Caleb Geist
Lee Strange	Diana Lewis	A. Barton	Carl Cox
Amos Rodriquez			

PUBLIC COMMENTS ON AGENDA ITEMS:

- Carl Cox addressed council asking who authorizes bills for processing.
- Caleb Geist addressed council for pay and handed council members copies of water/sewer May submitted reports.

DEPARTMENT REPORTS:

- **FIRE DEPARTMENT REPORTS:**
Lee Strange reported 10 calls, Training on Monday nights at 7:00 pm. Online Raffles to benefit fire department. Hopefully, fire department will be able to get back in new building this Thursday, Aug 4th. Waiting on transformer and Penelec.
- **MAYOR’S REPORT:**
PennDOT- correspondence over potholes in front of Post Office, in front of Rotsell’s, and on Rt 49. It was stated that the potholes were filled in front of Family Dollar.
- **POLICE REPORT:**
59 Incidents
- **AMBULANCE ASSOCIATION:**
Kat Helgemo reported the transport of 19 patients which was new high number for year.

LIBRARY-

Lucy Losey will be presenting Story Hour on Wednesday, August 17th from 10:00 am to 11:30 am for the younger kids. In the year 2023, the library will have its 50th year. Lucy stated they have made more improvements to building

along with cleaning. Lucy contemplating joining Tioga/Potter County Organization for Libraries. Lucy also asked for more volunteers. Library received donation of \$100.00 from Charles Rosenbaum.

BUILDING ENFORCEMENT/ZONING OFFICER –

-Logan Crawford zoning permit application, check #5752 in the amount of \$50.00; approval to construct a roof over existing 16'x24' porch on 49 Mechanic Street- Erb Inspections has building permit. **TABLED**

-Need more information, plan, sketch.

-Sean Kelly rebuild porch, no dimensions changed. No permit required from borough. Erb Inspections requesting approval from municipal.

Motion made by Michelle Courtright, seconded by Cleo Russell, stating do not need approval due to existing structure and no need for permit for 22 Mechanic St. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0

PUBLIC WORKS- STREETS AND DIKES –

-Council president waiting for price of blacktop to come down and Gordy suggested cold patch for Cherry St & Mill St. Councilwoman Cyndy Burrows asked to weed whack at the gates to dike and to test if gates are working. Gordy stated the inspection is in October.

-Motion made by Michelle Courtright, seconded by Cleo Russell, to readvertise job and pre-bid walk though for the levies to the agenda. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0

-Motion made by Cleo Russell, seconded by Michelle Courtright to advertise in Corning Leader and Star Gazette for levy maintenance and pre-bid walk through. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0

PARKS & RECREATION –

-Cancel porta potty from Bradford County Sanitation on August 14th.

PERSONNEL AND APPOINTMENT –

-Zoning Officer is vacant

OLD BUSINESS:

- Hiring of Certified Water/Sewer Operator
 - Bob Penzone mentioned plan to hand out list to council members to call potential operators.
 - Potential Candidate- JimmiJoe contacted DEP to see what qualifications the operator needs.

NEW BUSINESS:

- Safety Recall for 2013 Police Interceptor UTL – Toe Link ZF CABJ, rear toe link fracture may cause loss of steering control.
 - Secretary Dana will call Ford garage to have recall done.
- Chapter 302 Operator Certification Fee Water/Sewer
 - Motion made by Gordy Chilson, seconded by Cleo Russell to fill out forms, renew, and pay in the amount of \$65.00 and \$100.00. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0

- Labor service fee for researching copies
-Motion made by Gordy Chilson, seconded by Michelle Courtright to have solicitor review the charge for researching copies. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz. No; Cyndy Burrows Motion passed 5-1
- Computer/Software Update for Borough and Water/Sewer- Hank
-Motion made by Cleo Russell, seconded by Michelle Courtright to have Hank Gontarz rebuild and upgrade one existing computer for the Borough & Water/Sewer Office. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, and Cyndy Burrows. Abstained: Hank Gontarz Motion passed 6-0
- Approval for Council Members to contact Treasurer **TABLED**
-Councilwoman Cyndy Burrows has written questions about financials and emailed copy of her list to Bob Penzone. Bob stated he would schedule meeting with the financial committee for committee review.
- Carl Cox, Chair of Tioga County Source Water Protection Coalition: Installed raw water monitoring equipment in Lawrenceville's water facility. Needs permission to access the equipment in the water facility
Carl Cox spoke about the GIS office and for several months the water facilities conductivity equipment has not be working and transmitting. He suggested to call Scott Zubek to set up an arrangement to look at this equipment.
- Deaf Sign- between Mechanic St. & State St. – Kat Helgemo
-Motion made by Cleo Russell, seconded by Michelle Courtright to purchase four deaf signs and have borough install in the vicinity of Cross St and State St. Michelle offered to research and purchase these for borough. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0

Added Questions from Council Members:

- Ron Abel- would like Welcome signs coming into Lawrenceville from Rt15 and Rt49 for the United Methodist Church- Mansel O'Dell **TABLE**
- Caleb Geist- Mansel O'Dell
-Motion made by Michelle Courtright, seconded by Cleo Russell, to pay Caleb Geist since he presented the May reports. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0
- Mulch- Mansel O'Dell **TABLE**
Motion made by Gordy Chilson, seconded by Cleo Russell to have Councilman Mansel O'Dell contact the vendor of the purchased playground mulch to review the mulch and check certification. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0
- WSD Committee report on meetings this past month with Engineer and report on DEP Hearing, outcome of Hearing, next steps for DEP – Cyndy Burrows
-discussed during executive session

PUBLIC QUESTIONS:

- Ehrlich's (weed Remediation) – Kat Helgemo

-Amos Rodriguez, an arborist, addressed the council stating issues of the dikes that people don't understand and stated his qualifications. He had issues and concerns with bid issuance; one was covid and talked about being contacted two years ago from borough.

-Motions made to readvertise in Corning Leader and Star Gazette. See under PUBLIC WORKS- STREETS AND DIKES

-Also noted that there was an advertisement on June 28th for dike moving and no one showed up for walk-thru and there were no bids.

- Results of court issue with DEP. Timetable to complete items stipulated – Kat Helgemo
-Kat stated she will receive the pdf copy from courthouse and upload for residents
- Repaint, Reletter, Vinyl Covering, for borough sign in front of office – Kat Helgemo
- Motion made by Cyndy Burrows, seconded by Hank Gontarz to add the front office sign to the agenda. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0
-Motion made by Gordy Chilson, seconded by Michelle Courtright, to secretary to contact the person who did the Powers Cemetery sign and get quote. Roll Call Vote: Yes; Gordy Chilson, Bob Penzone, Cleo Russell, Michelle Courtright, Hank Gontarz, and Cyndy Burrows. Motion passed 6-0
- Was old flag disposed of correctly – Kat Helgemo
-Flag was disposed of correctly

Angelina Barton from IONU Media addressed the council as concerns to Hank as a council member and fixing of the computer not stated on agenda. Asked if Gordy Chilson must approve any requests for documents at the borough office. Angelina stated she requested documents from secretary. Secretary said she was unsure of what documents she could or could not give out. Angelina gave the secretary Pennsylvania's New Right to Know Laws. Bob stated we follow to policy. Asked the question if there is a deadline for meeting minutes once they are approved. Secretary stated the meeting minutes book is up to date of May. Suggesting due to Sunshine Act and lessening times of regular meetings for public comments that maybe they could hold public comments meeting before or after regular meetings so borough could get more work done. Also, Angelina discussed the previous ad of dike mowing. Sealed bids were accepted and closed June 27th while the walk-through was June 30th. No formal meeting held to accept bids. Council stated there were no bids and the dates in ad were wrong. The publisher reversed the dates. She asked for correspondence from Secretary for documents she requested.

Eddie Wetzel addressed the council stating that mowing on the side of the levies need done not only on top of levy. This issue was addressed earlier with motion to advertise. Eddie stated that his sewer has gone up. Bob suggested Eddie stop by the borough office with his issues.

Kat Helgemo asked if the water and sewer bills were still being managed in the CPA office in Wellsboro and who is handling the water and sewer bills. Gordon stated the secretary is now managing this.

EXECUTIVE SESSION: TIME: 9:03 PM

RECONVENED: 9:16

ADJOURNMENT MOTION: TIME: 9:17 PM

MOVED: Michelle Courtright

SECOND: Cyndy Burrows

Secretary

Council President