

Lawrenceville Borough Special Council Minutes

March 19, 2024

Council Members present: Barry Mortimer, Anthony Urbano, Glenard Wetzel, Terry Gleason, Cyndy Burrows, Mayor- Kris Davis ~Robert Penzone-ABSENT, Michelle Courtright-ABSENT.

Audience present: See Attachment 1

7:00 pm Borough Council President Barry Mortimer calls the meeting to order- followed by the Pledge of Allegiance.

Recognition of Visitors: None

Public Comment on Agenda Items: None

Treasurer's Report- CPA: None

Payment of Bills/ Financial Report None

Department Reports:

- **Mavor:** None
- **Police Department:** None
- **Fire Department:** None
- **Library:** None

New Business

Closed Bid Water Plant: Barry Mortimer states that one closed bid was received from Swartz Electric for the generator in the amount of \$34,655.00. The bid states that Swartz will mark out the utilities, revamp the service, install automatic transfer switch, do a trench for underground conduits, form the pad and pour, set the generator, pull cables, and terminate it, install gas line from the existing meter, meter needs flow rate increase so we will need to contact UGI and get that flow increased, owner to have meter change, energized and test. Price is termed for 20 days and price is \$34,655.00. This was advertised and this is the sole bid received.

A **MOTION** by Anthony Urbano was made to approve the bid for Swartz electric, Second by Terry Gleason.

- **Roll Call Vote:** Michelle Courtright- ABSENT, Terry Gleason-yes, Cyndy Burrows-no, Anthony Urbano-yes, Robert Penzone-ABSENT, Eddie Wetzel- no, Barry Mortimer-yes. Motion carried (3-2, Cyndy Burrows and Eddie Wetzel-NO, Courtright and Penzone- ABSENT)

Hiring of a Consultant for Training of Migration from Penn York Accounting: Barry Mortimer stated that a discussion is needed regarding the hiring of a person with background in Secretary/Treasurer duties to assist with training in the office after the migration of Diversified program and other needed items.

A **MOTION** by Terry Gleason to hire Penny Jeffers as the temporary Secretary/Treasurer to the Borough of Lawrenceville to include consulting and training at the rate of \$50 per hour to work Monday, Thursday and Friday not to exceed 20 hours per week. Eddie Wetzel inquired that she is being slated for Monday, Thursday and Friday, why not Mon-Wed-Fri as those are the regular hours of the Secretary/Treasurer. Terry Gleason stated that Penny Jeffers is not able to work Wednesday. Cyndy Burrows asked if Cheryl is going to change her hours and Terry Gleason stated that Cheryl Brumbelow will be changing to Monday, Wednesday, Thursday and Friday to match the hours approved for her at hiring to make up her hours of 30 per week, 32 actually per Terry Gleason.

Anthony Urbano asked if there are any other requirements that she has listed for her. Terry Gleason responded that she is going to set up QuickBooks, the company, training in Diversified, Water/Sewer billing, Municipal laws and procedures training because she knows it all and she is going to keep the Council in line of what's supposed to actually be done. Mayor Kris Davis stated that this is \$1000 per week and asked if there is a deadline of approximately how long this will be. Terry Gleason stated for as long as it takes to get Cheryl trained. Anthony Urbano stated that there should actually be a set timeline. Terry Gleason suggested 3 months, then 6 months. Cyndy Burrows stated that it should be a timeline set with an option to extend. Barry Mortimer suggested that a timeline of 3 months be set with the option to extend on a month-by-month basis based on need and asked that the motion be re-stated by Terry Gleason.

→Original motion rescinded

A **MOTION** was made by Terry Gleason, second by Cyndy Burrows, to hire Penny Jeffers as the temporary Secretary/Treasurer to the Borough of Lawrenceville to include consulting and training at the rate of \$50 per hour to work Monday, Thursday and Friday not to exceed 20 hours per week for a 3-month evaluation with the allowance to extend month-to-month on an as needed basis.

- **Roll Call Vote:** Michelle Courtright- ABSENT, Terry Gleason-yes, Cyndy Burrows-yes, Anthony Urbano-yes, Robert Penzone-ABSENT, Eddie Wetzel- yes, Barry Mortimer-yes. Motion carried (5-0, Courtright and Penzone- ABSENT)

Old Business: None

Public Comment

Angie-IONU Media: Angie posed the question regarding the generator quote. Does this meet the requirements for the DEP violation? Barry Mortimer stated that DEP has already approved it. Mayor Davis stated it is uninterrupted service, yes. Angie also asked if Cyndy and Eddie wanted to explain why they voted against the quote presented? Cyndy Burrows stated not at this time, Eddie Wetzel stated he needed more information. How long will it take to have them lift that violation once things are installed? Barry Mortimer stated he has not yet held those types of conversations. Mayor Davis stated that we are within the grace period of this right now. Angie also asked if this will help get the moratorium lifted. Mayor Davis stated yes. We had missed

the deadline by 2 or 3 days but they worked with us and everyone is satisfied with the progress and what's going on. Things have changed in this Council that hasn't been changed in years. Angie stated this has been going on since 2017 and the Mayor agreed. Angie thanked the Council for getting things done. The ARPA grant has already been applied for and approved.

Donna Blend: Donna asked for the spelling for Swartz and their location. Barry Mortimer stated the correct spelling and they are located at 112 West Main Street, Knoxville, PA. She also asked when this will be started and Barry stated that we will let them know that their bid was accepted by Council and then we will set up a schedule. Donna asked if they gave any idea of how long it will take to complete. Barry stated not at this time, not until they get started. Because Swartz is not present at this meeting, he did not want to speak on their behalf.

Donna Blend: Asked if the Council has any idea when they will be getting the stuff back from Vickie at Penn York. Anthony Urbano stated we are getting half our stuff on Wednesday. We're getting the stuff for Diversified and payroll. The contract will end at the end of the month. Basically the items being sent at this time are things Denise has been processing. It was asked if the solicitor has been contacted. Barry stated we have to wait to see what things are sent back before making any calls. She also asked about the audits. Anthony Urbano stated the audits last month, Dan Rogers completed the 2021 audit. We have not yet received the audit, nor a price, just the notation that the audit has been completed for 2021. A proposal will be presented for the 2022 and 2023 audits. Mayor Davis stated that it seems like a lot of money is going out the door, but if it brings everything back here, the cost is imminent and it will make things better. Penn York will no longer have an account with us as of the end of the month per Anthony Urbano.

Angie IONU Media: We are on for April 1st for the next meeting, right? Barry Mortimer stated yes. She also asked where people are paying their bills. Barry Mortimer stated here, at the Borough office. They can come in during open hours, drop it in the drop box outside or mail it on to this address. No more payments to Knoxville.

General Discussion: Good news having the new store. It makes things more convenient for the community. Mayor stated everyone should be very proud. Rumor stating possibly a meat and produce store going into the old building. Simply rumor at this point. No word or updates on the old Dandy building as of yet perhaps due to an environmental issue of the tanks underground. Unknown at this point, but belief is that it has been sold.

Adjournment

A **MOTION** to adjourn made by Terry Gleason, second by Cyndy Burrows.

- **Roll Call Vote:** Michelle Courtright- **ABSENT**, Terry Gleason-yes, Cyndy Burrows-yes, Anthony Urbano-yes, Robert Penzone-**ABSENT**, Eddie Wetzl- yes, Barry Mortimer-yes. Motion carried (5-0, Courtright and Penzone- **ABSENT**)

Meeting adjourned at 7:28pm March 19th, 2024. The next Lawrenceville Borough Council Meeting will be held Monday April 1st, 2024, 7:00 pm at the Borough office.


Barry Mortimer, Council President


Secretary

MOTIONS MADE:

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