

**October 4, 2021**

Council President Kathryn Helgemo called the **Regular Meeting** of the Lawrenceville Borough Council, held at 174 Water Tower Road, to order at 7:02 pm. Councilman Gordon Chilson, Councilman Robert Penzone, Councilman Mansel O'Dell, Councilman Cleo Russell and Councilman Eddie Wetzel were present as well as Secretary/Treasurer Penny Jeffers. Councilman Terry Gleason and Mayor Robert Scott were absent.

**Pledge of Allegiance.**

**Minutes of Previous Meetings:** Motion was made by Councilman Russell, to accept the Meeting Minutes, then motion was withdrawn.

Motion was made by Councilman O'Dell, seconded by Councilman Wetzel to accept the September 7<sup>th</sup> Board Meeting Minutes and September 21<sup>st</sup> Third Tuesday Board Meeting Minutes. Roll call vote: Councilman Chilson – No; Councilman Penzone – No; Councilman O'Dell – Yes; Councilman Russell – No; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion failed.

**Public Comments on Agenda Items:**

**Treasurer's Report:**

- **Transfer from Water Fund and Sewer Fund to General Fund; Transfer from General Fund to WSD General Checking; Transfer from General Fund to WSD General Checking; Transfer from Water Fund and Sewer Fund to WSD General Checking; Transfer from Water Fund to Sewer Fund – SF Revenues (WSD); Transfer Water Fund to Water Fund Maintenance; Transfer Sewer Fund to Sewer Fund Maintenance:** Motion was made by Councilman O'Dell, seconded by Councilman Wetzel to approve the following transfers, as presented: Water Fund to General Fund – September - \$2808.52; Sewer Fund to General Fund – September - \$3208.88; General Fund to WSD General Checking - \$41.90 (Debit Card Charges); Water Fund to WSD General Checking – September - \$7800.70 (Plus Debit Card Charges); Sewer Fund to WSD General Checking – September - \$7913.02 (Plus Debit Card Charges); Water Fund to Sewer Fund (SF Revenues) – September - \$11,503.16; Water Fund to Water Fund Maintenance (Quarterly – July - Sept) - \$7263.60; Sewer Fund to Sewer Fund Maintenance (Quarterly – July - Sept) - \$2411.07. Roll call vote: all in favor. Motion carried.

**Payment of Bills:**

- **Barnes Plumbing Invoices:** Payment of the Barnes Plumbing Invoices was not on the Agenda. Table.
- **AP/Payroll General Fund; AP LWSD:** Motion was made by Councilman Russell; seconded by Councilman Chilson to approve payment of AP/Payroll for the General Fund, for the period September 7, 2021 - October 4, 2021, in the amount of \$22,458.58; approve payment of AP for the LWSD, for the period September 7, 2021 – October 4, 2021, in the amount of \$16,326.26 (Plus Debit Card Charges). Roll call vote: Councilman Chilson – Yes; Councilman Penzone – Yes; Councilman O'Dell – No; Councilman Russell – Yes; Councilman Wetzel – Yes; Council President Helgemo – No. Motion carried. Council President Helgemo stated she wants to see Debit Card Charges included monthly.

**Department Reports:**

- **Fire Department:**
  - **2022 Fire Service Contract:** Motion was made by Councilman Chilson, seconded by Councilman Wetzel to sign the 2022 Fire Service Contract based on a rate of 0.08 mils. Roll call vote: all in favor. Motion carried.

- **Monthly Report:** Brad Hackett read the Monthly Report.
- **Brad Hackett – Fire Hydrant Quick Connects:** Motion was made by Councilman O'Dell, seconded by Councilman Wetzel to pay ½ of the cost, not to exceed \$4700.00, for quick connects for fire hydrants; to be paid from Impact Fee Funds. Roll call vote: all in favor. Motion carried.
- **Find Shut-off at Fire Department:**
- **Mayor:** Not present.
- **Police:**
  - **Monthly Report:** September Police Report.
- **Ambulance Association:**
- **Lawrenceville Water & Sewer (LWSD):**
  - **Sewer Plant:** September Report.
    - **Flow Meters – Sewer Lines – Status:**
  - **Water Plant:** September Report.
    - **Uninterrupted Electrical Service – Water Plant – Status**
      - **Sealed Bids – Generator:** Discussion: Specs for generator; Gas flow for generator at WP verified. Table.
  - **Invoice Customers – WSD Projects – 58 Main St, 14 Ryon Circle, Lift Station 3, 49 Mechanic St:** Motion was made by Councilman Penzone, seconded by Councilman O'Dell that all jobs should be billed according to material and labor. Roll call vote: all in favor. Motion carried.
  - **Meter/Wire Issues – 6 Buffard's, 50 Buffard's, 10 Mechanic St, 18 State St:**

Councilman Chilson requested an Executive Session to discuss Personnel. Council President Helgemo called an Executive Session at 9:15 pm to discuss Legal and Personnel. Secretary Jeffers, Cyndy Burrows and Anna Hotelling returned to the Board Meeting at 10:02 pm.

**Committee Reports:**

- **Planning Commission:**
- **Library:**
- **Cemetery Association:**

**Old Business:**

- **Purchase Mulch – State St and James St Parks – Status:** Take off Agenda until February.
- **Dike Maintenance – Removal Trees/Woody Shrubs – Status:** Council President Helgemo has a walk through with DEP on Tuesday.
- **J H Williams Recommendation to Evaluate – 2019 Audit – Transfer \$30,753.60 from Sewer Fund to General Fund – Status:** Table.

Council President Helgemo announced the Borough will finish the remaining Agenda at the Third Tuesday Meeting of the month.

**Adjournment:**

Motion was made by Council President Helgemo to adjourn the meeting at 10:17 pm. Meeting adjourned.

Attest:

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Secretary

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Council President