

September 7, 2021

Council President Kathryn Helgemo called the **Regular Meeting** of the Lawrenceville Borough Council, held at 174 Water Tower Road, to order at 7:06 pm. Councilman Gordon Chilson, Councilman Robert Penzone, Councilman Terry Gleason, Councilman Mansel O'Dell, Councilman Cleo Russell and Councilman Eddie Wetzel were present as well as Secretary/Treasurer Penny Jeffers. Mayor Robert Scott was absent.

Pledge of Allegiance.

Minutes of Previous Meeting: Motion was made by Councilman O'Dell, seconded by Councilman Wetzel to accept the August 2nd Meeting Minutes, as presented with corrections. Roll call vote: all in favor. Motion carried.

Public Comments on Agenda Items:

Cyndy Burrows: Park repairs.

New Business:

Zoning Permit Application:

Albert Anderson – Remodel:

Non-Conforming Use Permit: Motion was made by Councilman Chilson, seconded by Councilman Penzone to grant a Non-conforming Use Permit to Anderson Realty, LLC. Roll call vote: Councilman Chilson – Yes; Councilman Penzone – Yes; Councilman Gleason – No; Councilman O'Dell – No; Councilman Russell – Yes; Councilman Wetzel – No; Council President Helgemo – No. Motion failed.

No Zoning Permit – Remodel: Motion was made by Councilman Gleason, seconded by Councilman O'Dell that a Zoning Permit is not required by Anderson Realty, LLC to remodel 55 Main St. Roll call vote: Councilman Chilson – No; Councilman Penzone – No; Councilman Gleason – Yes; Councilman O'Dell – Yes; Councilman Russell – Yes; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion carried.

Treasurer's Report:

- **Transfer from Water Fund and Sewer Fund to General Fund; 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 from Water Fund to Water Fund Maintenance:** Motion was made by Councilman O'Dell, seconded by Councilman Gleason to approve the following transfers, as presented: Water Fund to General Fund – August - \$2603.88; Sewer Fund to General Fund – August - \$3216.92; General Fund to WSD General Checking - \$108.53 (Debit Card Charges); Water Fund to WSD General Checking – August - \$3482.52 (Plus Debit Card Charges); Sewer Fund to WSD General Checking – August - \$6093.38 (Plus Debit Card Charges); Water Fund to Sewer Fund (SF Revenues) – July Adjustment - \$311.29; Water Fund to Sewer Fund (SF Revenues) – August - \$11,024.92; Water Fund to Water Fund Maintenance (Quarterly) – April - June Adjustment – \$190.62. Roll call vote: all in favor. Motion carried.

Payment of Bills:

- **AP/Payroll General Fund; AP LWSD:** Motion was made by Councilman O'Dell; seconded by Councilman Gleason to approve payment of the AP/Payroll General Fund, for the period August 3, 2021 - September 7, 2021, in the amount of \$20,277.48; approve payment of the AP LWSD, for the period August 3, 2021 - September 7, 2021, in the amount of \$10,557.00 (Plus Debit Card Charges). Roll call vote: all in favor. Motion carried.

Department Reports:

- **Mayor:** Not present.
- **Police:**
 - **Monthly Report:** August Police Report.
- **Fire Department:**
 - **Monthly Report:** Brad Hackett read the Monthly Report. The Township will be receiving the Fire Contract next week. Secretary will forward to Council as "high priority".

- **Ambulance Association:**
 - Council President Helgemo reported they are seeing an increase in respiratory issues. Symptoms are not just COVID related, could be RSV.
- **Lawrenceville Water & Sewer (LWSD):**
 - **Sewer Plant:** August Report.
 - **Flow Meters – Sewer Lines – Status: Table.**
 - **Water Plant:** August Report.
 - **Uninterrupted Electrical Service – Water Plant – Status**
 - **Sealed Bids – Generator:** Motion was made by Councilman O'Dell, seconded by Councilman Wetzel to bid out natural gas generator, per specs from Jimmie Joe, Borough Engineer. Roll call vote: Councilman Chilson – No; Councilman Penzone – No; Councilman Gleason – Yes; Councilman O'Dell – Yes; Councilman Russell – No; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion carried.
 - **Invoice Customers – WSD Projects – 58 Main St, 14 Ryon Circle, Lift Station 3, 49 Mechanic St:** Discussion. Table.
 - **Enforce All Ordinances:** Motion was made by Councilman Chilson, seconded by Councilman Penzone to enforce all Lawrenceville Borough ordinances. Roll call vote: Councilman Chilson – Yes; Councilman Penzone – Yes; Councilman Gleason – No; Councilman O'Dell – No; Councilman Russell – Yes; Councilman Wetzel – No; Council President Helgemo – No. Motion failed.
 - **Meter/Wire Issues – 6 Buffard's, 50 Buffard's, 10 Mechanic St, 18 State St:** Motion was made by Councilman Penzone, seconded by Councilman O'Dell to have WSD employees investigate the list of meters with issues within 30 days. Roll call vote: all in favor. Motion carried.
 - **Koester Invoice – \$655.00:** Motion was made by Councilman Penzone, seconded by Councilman Gleason to pay the Koester Associates invoice, in the amount of \$655.00. Roll call vote: all in favor. Motion carried.

Committee Reports:

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

Old Business:

- **Purchase Mulch – State St and James St Parks – Status:** Table until Spring.
- **Dike Maintenance – Removal Trees/Woody Shrubs – Status:** Table.
- **2019 Lawrenceville Borough WSD Checks Payable to Lawrenceville Borough – \$41,614.81 – Status:** Motion was made by Councilman O'Dell, seconded by Councilman Gleason to deposit checks from WSD, in the amount of \$41,614.81, in General Fund. Roll call vote: Councilman Chilson – No; Councilman Penzone – No; Councilman Gleason – Yes; Councilman O'Dell – Yes; Councilman Russell – No; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion carried.
- **J H Williams Recommendation to Evaluate – 2019 Audit – Transfer \$99,213.09 from Water Fund to General Fund – Status** Motion was made by Councilman O'Dell, seconded by Councilman Gleason to transfer \$99,213.09 from the Water Fund to the General Fund. Roll call vote: Councilman Chilson – No; Councilman Penzone – No; Councilman Gleason – Yes; Councilman O'Dell – Yes; Councilman Russell – No; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion carried.
- **J H Williams Recommendation to Evaluate – 2019 Audit – Transfer \$30,753.60 from Sewer Fund to General Fund – Status:** Table.
- **Feasible Payment Plan – Status:** Take off Agenda.
- **Forensic Audit – Status:** Motion was made by Councilman Chilson, seconded by Councilman O'Dell to perform a Forensic Audit of 2018-2019 and the money that passed back and forth and any discrepancies. Roll call vote: Councilman Chilson – Yes; Councilman Penzone – Yes; Councilman Gleason – No; Councilman O'Dell – No; Councilman Russell – Yes; Councilman Wetzel – No; Council President Helgemo – No. Motion failed.
- **Payment of PennDOT Invoices – Status – Letter to PennDOT:** Discussion. No action taken.

- **CDBG – Due No Later Than October 31, 2021 – Status:** Discussion. No action taken.
- **Zoning Hearing Board Appeals – Status:** Discussion. No action taken.
 - **Edward Kessler – Jennifer Gonzales – Sign**
 - **Kaitlyn Wetzel – Glenard and Sharon Wetzel – Double Wide**
- **Signatories – Bank Accounts – Status:** Take off Agenda.
- **International Zoning Code Ordinance – Status:** Table.
- **Zoning Permit Application – Status:**
 - **Logan, Jeffrey and Janette Crawford – Renovations:** Motion was made by Councilman O’Dell, seconded by Councilman Gleason that no Zoning Permit is needed for 49 Mechanic St, contingent upon providing a plot plan. Roll call vote: Councilman Chilson – No; Councilman Penzone – No; Councilman Gleason – Yes; Councilman O’Dell – Yes; Councilman Russell – Yes; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion carried.
- **2020 Audit – Management Representation Letter – Status:** Finance Committee will meet to review the 2020 Audit. Table.
- **Critical Skills Concepts, LLC – Municipality Aerial Imaging – Status:** Table.

New Business:

- **2022 General Fund, Water/Sewer Department, State Fund Budgets:** Table.
- **Fall Clean-Up:** Secretary will contact Real Disposal to find out if Saturday, September 25th or Saturday, October 2nd is available. Real Disposal to determine the number of dumpsters for Clean-Up.
- **Zoning Permit Application:**
 - **Fire Department – New Fire Station:** Motion was made by Councilman O’Dell, seconded by Councilman Wetzel to approve the Zoning Permit Application for the New Fire Station. Roll call vote: Councilman Chilson – Abstain; Councilman Penzone – Yes; Councilman Gleason – Yes; Councilman O’Dell – Yes; Councilman Russell – Yes; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion carried. Councilman Chilson abstained because he didn’t review the plans.
 - **Albert Anderson – Remodel:** Discussed earlier.
 - **Fire Department – Frost-Free, Hand Pump; Repair Water Line:** Motion was made by Councilman O’Dell, seconded by Councilman Wetzel to allow the Fire Department to use, per DEP, a frost-free water hydrant for work on the new Fire Station. Roll call vote: Councilman Chilson – Yes; Councilman Penzone – Yes; Councilman Gleason – Yes; Councilman O’Dell – Yes; Councilman Russell – Yes; Councilman Wetzel – Yes; Council President Helgemo – Yes. Motion carried.
 - **Work Schedule – Dave Birdsall:** Discussion: No action taken.

Council President Helgemo announced the Borough will hold the next meeting on the Third Tuesday of the month.

Adjournment:

Motion was made by Councilman O’Dell, seconded by Councilman Gleason to adjourn the meeting at 10:15 pm. Meeting adjourned.

Attest:

Secretary

Council President