

BOROUGH OF LAWRENCEVILLE  
REGULAR MEETING  
July 13, 2018

CALL TO ORDER: The meeting was called to order 7:01 PM by Council President, Kathryn Helgemo, with the Pledge of Allegiance.

ROLL CALL:

Council Members:

Jack Young -ABSENT

Larry Barnes

Judy Kenyon -ABSENT

Anneliese Hotelling

Kris Davis

Kathryn Helgemo

Robert Penzone

Police Department:

Chief Scott Shutt-

Mayor:

Robert Scott, Jr -arrived 7:06 pm

Secretary: Jill Hall

Visitors:

Gordon Chilson	Mansel O'Dell	Joyce Nichols
Marty Burrows	Karin Penzone	Amy Southard
Bill Shoup	Bev Shoup	Donna Blend
Sue King	Sharon Wetzel	Cleo Russell
Paul King	Zack Masso	Koleen Short
Diana McCullough-arrived at 7:15 pm		

LIBRARY:

- Volunteers are still needed to tend the library on Tuesdays and Thursdays.
- Eighteen children attended the library story hour that was held June 28<sup>th</sup>. A great time was had by all in attendance.
- Books with Buster will be July 19<sup>th</sup> at 6:30. Those attending should plan to get a bit wet.

PUBLIC PRESENTATIONS:

- Meaghan Hutchinson, K.A.R.E., Inc. founder, presented the details surrounding the upcoming Lawrenceville Days to be held September 12<sup>th</sup> – September 15<sup>th</sup>. Visit <http://www.kareinc.com/events.html> to stay abreast of Lawrenceville Days schedule.
- Cleo Russell questioned as to why the last couple of meetings were rescheduled
- Koleen would like to read through the grants submitted on behalf of the boroughs. All grants are available for public viewing in the borough office.
- Mansel O'Dell questioned who writes the grants and who is involved in the grant process on behalf of the borough? It was explained to Mansel that the grant process is a very detailed and complicated process and it is a large group effort to put a grant request together.
- Joyce Nichols was present to follow-up on the status of 20 Cowanesque Street. At this point in time, the status of 20 Cowanesque is the court system and the borough is unable to make forward progress without further guidance from a judge.
- Karin Penzone complained that she had discolored water on July 5<sup>th</sup>. She did not notify the borough office at the time of the discoloration so further investigation could be done at the time

of the discoloration. Karin will be notified, in writing, once an investigation can be completed and a cause can be determined.

- Gordon Chilson had questions, many of which were determined to fall under the umbrella of 'right-to-know' questions.
- Sophia Davis wants time clocks to be used by employees
- Sharon Wetzel would like signs erected on the dikes to discourage unauthorized vehicles on the dikes.

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- Larry Barnes motioned to accept the Resignation of Jack Young from the Borough of Lawrenceville Borough Council. Anna Hotelling seconded the motion. A roll call vote was taken, and the results are as follows: Larry Barnes-Yes, Anna Hotelling-Yes, Kris Davis-Yes, Robert Penzone- Yes, and Kathryn Helgemo-Yes. Motion carried.

Kathryn Helgemo opened the floor to nominations to fill the now vacant position left by the resignation of Jack Young.

- Larry Barnes nominated Diana McCullough.
- Robert Penzone nominated Gordon Chilson

Kathryn Helgemo closed the nomination period for the vacant borough council member position.

- Kathryn Helgemo called for a roll call vote for the first nomination: Diana McCullough-the results are as follows: Larry Barnes-Yes, Anna Hotelling-Yes, Kris Davis-No, Robert Penzone-No, and Kathryn Helgemo-Yes. This nomination passes. No vote is necessary on the next nomination.

Gordon Chilson was escorted out of the meeting for disruptive behavior.

Kris Davis and Robert Penzone exit the meeting permanently. This created a lack of quorum.

**Diana McCullough is sworn into office by Mayor Robert Scott, Jr.**

Diana McCullough joined the rest of the council at the table, creating a quorum, so the Borough of Lawrenceville council meeting is back in session.

MINUTES: Larry Barnes motioned to accept the minutes dated June 8, 2018. Anna Hotelling seconded the motion. All were in favor. None were opposed.

COMMUNICATIONS: No discussion on the communications.

TREASURER'S REPORT: Diana McCullough motioned to accept the Treasurer's report as presented. Larry Barnes seconded the report. All were in favor. None were opposed.

PAYMENT OF BILLS: Larry Barnes motioned to pay the bills. Diana McCullough seconded the motion. All were in favor. None were opposed.

#### MAYOR'S REPORT:

- The fence was removed from the ball field due to the disrepair of the fence. We have a hard-working volunteer helping us in the borough who completed this task.

#### POLICE REPORT:

- Police interviews for new hire to replace outgoing officer will be held Monday, July 16<sup>th</sup> beginning at 12:30 pm.
- Chief Shutt would like to know if there is any forward movement on the police evidence room in the basement of the borough office. There was discussion around having the volunteer work on this project.

FIRE REPORT: A motion was made by Diana McCullough and seconded by Larry Barnes to reimburse the Fire and/or Ambulance Association for Alyssa's Ogden's EMT class. A roll call vote was taken, and the results are as follows: Larry Barnes: -Yes, Anna Hotelling-Yes, Diana McCullough-Yes, and Kathryn Helgemo-Yes. Motion Carried.

#### COMMITTEE REPORTS:

- A. Code Enforcement/Zoning Officer: The zoning ordinance needs final touches before it can be sent to the zoning attorney.
- B. Public Works/Streets and Dikes: The Emergency Action Plan is completed, and it was reported that the Army Corps of engineers reported that the supposed dike encroachments were not truly an issue and needn't be moved.
- C. Public Works/Parks & Recreation:
- D. Planning Committee:
- E. LWSD:
  - The director of the water and sewer plants reported that the plants were in much worse shape than anticipated so unanticipated maintenance spending is negatively impacting the budget.
  - A list of much needed maintenance expenditures was circulated: greensand replacement, circulator for the water tower, electricity at the water tower for the circulator. The director requested the council decide and vote on what expenditures to keep and which ones to discard.
    - A motion was made by Larry Barnes and seconded by Diana McCullough to approve the additional non-budgeted expenditures for the Lawrenceville Water and Sewer Department. A roll call vote was taken, and the results are as follows: Larry Barnes-Yes, Anna Hotelling-Yes, Diana McCullough, and Kathryn Helgemo-Yes
- F. Personnel & Appointment:

#### **Unfinished Business:**

#### **New Business:**

- Kathryn Helgemo announced that all non-employees must stay clear of all active worksites and work zones, 'entering these areas at one's own risk'.
- A motion was made by Diana McCullough to allow the Borough Secretary to conduct background checks on all borough employees and volunteers, allowing the borough to move forward with the Abuse and Molestation Policy coverage. Anna Hotelling seconded the motion.

A roll call vote was taken, and the results are as follows: Larry Barnes-Yes, Anna Hotelling-Yes, Diana McCullough-Yes, and Kathryn Helgemo-Yes. Motion carried.

- A motion was made by Diana McCullough to increase the Commercial Liability coverage from \$1,000,000 to \$2,000,000 for \$750/year. Larry Barnes seconded the motion. A roll call vote was taken, and the results are as follows: Larry Barnes-Yes, Anna Hotelling-Yes, Diana McCullough-Yes, and Kathryn Helgemo-Yes. Motion carried.

**ADJOURN:** Diana McCullough motioned to adjourn at 9:15 pm. Anna Hotelling seconded the motion. All were in favor, none were opposed.

Respectfully submitted,  
Jill Hall  
Secretary/Treasurer.