

Laceyville Borough Council Meeting
Tuesday, August 5, 2025
342 Church St Laceyville, PA 18623

Meeting called to order at 7:00pm followed by the Pledge of Allegiance led by Council President, Kristy Fassett

Council: Kristy Fassett, Tari Trowbridge, ShellyAnn Shotwell, Phillip Brewer, Jaime Lopez & Jeffrey Shotwell

Others: Lisa Mapes, Secretary/Treasurer; Jaye Butler, Water Operator

Public: Warren Howler- Rocket Courier, (By Phone) Kim Krise & Dawn Lupher

Secretary Minutes from July 1, 2025, Council Meeting, were reviewed and approved, 1st ShellyAnn Shotwell, 2nd by Phillip Brewer, with no changes recommended.

Treasurer's Report

1. Lisa provided a summary of all bank accounts through July 31, 2025.
2. Borough General Account is \$55,380 and most of the 2025 taxes have been received
3. Water Company balance is \$36,907. The 2025 Water Company budget for repairs is \$5,000 and YTD \$99,136 has been spent. \$90,000 was transferred from Boro Gas Royalty Account to Water Company checking, as approved in last meeting.
4. Lisa shared process for past due invoices. Any accounts with balance 200 days and over will be marked on envelope "Urgent Past Due". Accounts that are 2 billings past, envelope will be marked "Past Due".

Motion to approve the Treasurer's report as presented, made by Tari Trowbridge, 2nd Jaime Lopez.

Visitors

1. Kim Krise & Dawn Lupher, joined meeting by phone. Provided recap on the Block Party that was held on July 19. The event went well, and vendors would like to come back. Request was made to hold the Block Party event again on Saturday, July 18, 2026, weather permitting. Council agreed that the event can be held again on this requested date.

Water

1. Jaye Butler, Water Operator, provided an update on water items:
 - Lower Well: There were 72 samples taken and sent for testing. Application for permit cannot be submitted to DEP until testing is returned. Phil will talk with Tina Pickett to see if testing can be escalated so application for permit can be submitted.
 - Upper Well: The level is getting lower every day and not keeping up. Water is being delivered regularly to keep water level stable. The water permit for delivery with Berger Septic is up at the end of August, Jaye recommends considering options for other vendors to deliver water.
 - Valve Leak on Main Street: Jaye provided an estimate from LCF Construction to repair the leaking valve on Main Street. This is for \$20,000 and does not include excavation, ect.
 - DEP Inspection will be completed on August 6, 2025. This is a regular inspection completed every 3 years.
 - Tim Willington from USDA Rural Development contacted Jaye with opportunity for funding.
2. Kristy and Lisa will work together to draft a document that summarizes the water situation and the expenses, both paid and expected. At this time the total expenses, paid and estimated, could be close to \$250,000. This document can then be used to send to various organizations to obtain funding opportunities.
3. Agreement was signed with Tunkhannock Borough to provide water to Laceyville Borough. Agreement will be from July 26, 2025, to August 26, 2025. Water supplied with the first 50,000 gallons are free and then a rate of \$5.33 per thousand gallons with not more than 20,500 gallons per day.

Streets

1. Lights – No update from Phil on the light and light box to be repaired by Ashley McClain. It was reported that some of the streetlights are out in area from Post Office to Sheldon’s Funeral Home. The lights are not out all the time, so Jeff will look at the box to see if there is an issue.
2. Dave Brown will work on trimming along Main Street. Shelly also requested some trimming along Bee Street.
3. Crack & Seal Second Street- Estimate from Brown’s Hauling of \$3,310

Motion to approve estimate of \$3,310 from Brown’s Hauling to complete crack & seal work on Second Street made by ShellyAnn Shotwell, 2nd Tari Trowbridge.

4. Potholes on Canal Street – Brown’s Hauling will repair these at no cost
5. Main Street- locations where water lines were repaired need to be patched before winter
6. Bricks on Main Street need to be filled with sand to fill the large gaps. Suggestion was made to set up a table at next vendor event for people to purchase Main Street Pavers.

Mayor’s Report

1. Jeff provided some information he found on the USDA PA Community Status Grant. Could possibly cover water hauling or pipe replacement of \$100,000 to \$150,000. Kristy will call and talk to someone about what is needed to determine eligibility.

Sewer Update

1. There were 15 names for Shut off notices that were reviewed and will be prepared by Lisa with date of 8/15/2025 and then posted by Jaye.

Parks

1. Mulch delivery will be scheduled this week. Phil offered to assist with making sure truck drops mulch close to the playground. Duane Shrimp will spread the mulch and level it
2. Swings will be put up by Duane Shrimp and Tony DeRemer
3. Duane Shrimp took care of the garbage at Donovan Park and will take care of the poison ivy
4. Kristy is waiting for estimate from Laceyville Lawn Care for weed whacking the walking trail. Discussed how to get rid of the weeds then put stuff down to keep millings together and weeds from growing.

Correspondence

1. Marketing materials and solicitation from Phoenix, location in Milton, PA, for water maintenance and testing services. Jaye will review this information.

Community Events

1. Halloween Event scheduled for Saturday, October 25, 2025
2. Christmas Vendor Event scheduled for Saturday, December 13, 2025
3. Laceyville Giving Back will be having a local scavenger hunt that will end on Halloween

Old Business

None

New Business

1. Office Hours: Office will be closed the week of August 18-22
2. Hazard Mitigation Plan by Wyoming County

Motion to complete resolution for Laceyville Borough to follow the Wyoming County Hazard Mitigation Plan made by Jaime Lopez, 2nd by Phillip Brewer.

Motion to Adjourn at 8:27pm was made by Phillip Brewer, 2nd by ShellyAnn Shotwell

Next meeting, Tuesday, September 2, 2025, at the Borough office, 342 Church Street Laceyville, PA 18623.

Minutes recorded by Secretary, Lisa Mapes