

Laceyville Borough Council Meeting  
Tuesday, December 2, 2025  
342 Church St Laceyville, PA 18623

Meeting called to order at 7:01pm followed by the Pledge of Allegiance led by Council President, Kristy Fassett

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

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

Public: Warren Howler- Rocket Courier

**Secretary Minutes** from November 4, 2025, Council Meeting, were reviewed and approved, 1<sup>st</sup> Phillip Brewer, 2<sup>nd</sup> by Jaime Lopez, with no changes recommended.

### **Treasurer's Report**

1. Lisa provided a summary of all bank accounts and a draft of financial reports as of November 30, 2025
2. Lisa presented the amounts for the insurance renewals effective 12/8/2025 for Borough: Commercial Package \$11,406 and Workers Compensations \$3,458. Workers Compensation renewal for Goodwill Fire Co \$10,308. Lisa has requested that Steve Sumner, from Gannon Insurance, provide quotes for next year's renewals.
3. Water Company:
  - Lisa is working on setup of the new bank account for collection of capital improvement fees after January 2026 and also setup of the new accounts in QuickBooks.
  - Kristy reported that the ordinance will be put in the paper next week, so it can be passed in the January meeting and the new rates and capital improvement fee can be included on the invoices in January 2026.
  - Motion to approve \$25,016.53 for payment of invoices due and transferring of funds for payment of these invoices as follows: \$8,568.15 from Impact Fee Account (\$7,500-JS Instrumentation & Calibration alarm dialer system and \$1,068.15-Manganese Tester) and \$16,448.38 from Gas Lease Royalty Account (\$3,087.50 Larson Engineering; \$5,103.38 Microbac Testing; \$8,257.50 DR Brown repairs, 1st Phillip Brewer, 2<sup>nd</sup> by Jaime Lopez.

Motion to approve the Treasurer's report as presented, made by Tari Trowbridge, 2<sup>nd</sup> Phillip Brewer.

### **2026 Budget**

-No tax increase included in the 2026 Budget. There will be a water rate increase from \$0.011/gallon to \$.016/gallon, and a capital improvement fee of \$10/billing will be added.

Motion by Jaime Lopez to adopt the 2026 budget as presented, 2<sup>nd</sup> by Phillip Brewer.

### **Water**

1. Emergency Permit: Kristy reported that Laceyville Borough has received an emergency permit. Larsen will need to do sketches and submit plans to DEP by January 31, 2026.
2. Dialer System: Waiting for a demonstration of the system with DEP present before the boil advisory can be lifted.
3. Jaye Butler, Water Operator, provided an update on water items:
  - Water leak on Bee Street by Bluhm's Shopping Center and he is still unable to find the actual cause of the leak. Jaye will call PA Rural Water to come out again to assist with finding the source of the leak. At this point it is too costly for the Water Company to have someone keep digging.
  - Made adjustments to some of the levels and now water seems to be tasting better. Still unable to flush many of the lines due to the water conservation.
  - Preparing the water system for cold weather.

## Streets

1. Lights – Ashley McClain put an outlet on the pole on Main Street and All lights on Main Street are now working. Jeff fixed the lights at the Borough trailer and finished hooking up the heaters in the trailer.
2. Bricks – Jeff placed the memorial bricks in the requested locations.
3. Poles at Borough Lot – Jeff reported that the poles outside of the Borough lot need to be replaced and Dave Brown will work on this.
4. Electric Pole on 2<sup>nd</sup> Street – Phil called electric company about a pole out on 2<sup>nd</sup> Street.

## Mayor's Report

None

## Sewer Update

1. Sewer Shut off list was presented for review and signed by Kristy Fassett. Lisa will draft letters for posting by December 11, 2025.

## Community Events

1. Christmas Vendor Event, Saturday, December 13, 2025. This will be advertised in the paper this week.

## Parks

1. Extra Mulch: No time available to complete this task. Move this to Spring.

## Correspondence

1. Sewer Authority Board Changes- Laurie Sands provided a notice of the resignation of Renee Brigham effective January 1, 2026, and request for Nicholas DeRemer to fill the vacancy.

Motion to accept the resignation of Renee Brigham and also accept the appointment of Nicholas DeRemer effective January 1, 2026, made by Tari Trowbridge, 2<sup>nd</sup> by Jaime Lopez.

2. Agreement from Sekula Environmental Services for 2026. No change in rates from last year. Signed by Kristy Fassett and Lisa will return by email.
3. Received \$471.55 from Wyoming County Commissioners for the distribution of the 2025 County Liquid Fuels Funds.
4. PSAB - Newly Elected Municipal Official (NEMO) training. ShellyAnn is interested in the virtual training in March 2026, which is cost of \$75.
5. 2026 Millage Certification from Wyoming County. Millage remains at 22.6 and PerCapita at \$5.

## Old Business

1. Crack & Seal Second Street by DR Brown is unknown at this point due to extra time needed for water repairs and the change in the weather.
2. Internet & Phone. The upgraded internet with Blue Ridge has been installed. The phone lines have not been transferred from Verizon Wireless to Blue Ridge. Kristy and Lisa will continue to work on the phone lines.
3. Change in Office Hours  
-Mondays December 22 and December 29 instead of Wednesdays December 24 and December 31

## New Business

1. Resignation submitted by Tari Trowbridge, as she will be moving out of the Borough.

Motion to accept resignation submission by Tari Trowbridge effective December 3, 2025, made by Jaime Lopez, 2<sup>nd</sup> by Phillip Brewer

Motion to Adjourn at 8:00pm was made by Phillip Brewer, 2<sup>nd</sup> by Jaime Lopez.

Next meeting, Tuesday, January 6, 2026, at the Borough office, 342 Church Street Laceyville, PA 18623.

Minutes recorded by Secretary, Lisa Mapes