

Laceyville Borough Council Meeting
Tuesday, February 3, 2026
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, Phillip Brewer, Jaime Lopez & ShellyAnn Shotwell

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

Public: Warren Howler- Rocket Courier

Secretary Minutes from January 6, 2026, Council Meeting & Reorganization Meeting, were reviewed and approved, 1st ShellyAnn Shotwell, 2nd by Phillip Brewer, with no changes recommended.

Treasurer's Report was presented by Lisa Mapes, who had provided information for Council review prior to the meeting.

1. Lisa reported the gas royalties received in mail that day are \$9,807.
2. Lisa provided a summary of all fund balances as of January 31, 2026. The change in balances for both Water Company -\$6,558.85 and Borough -\$9,338.03 resulted in more expenses than income for the month of January.
 - Water Company: After the expenses presented for signature at meeting there will remain a balance of -\$1,284 in checking account. Lisa will transfer from gas royalty account \$4,720 for payment of the Vogel Farms invoice.
 - Borough: Received invoice of \$6,720 from DR Brown Hauling for snowplowing in January 2026. Invoice will be paid using State Funds and after this payment balance remaining will be \$3,227.
3. The Water Company receivables report was reviewed.

Motion to approve the Treasurer's Report as presented made by Phillip Brewer, 2nd ShellyAnn Shotwell

Water

1. Jaye Butler, Water Operator, provided an update on water items:
 - Water samples are coming back good
 - Jaye is still checking water pumps every 2 hours to keep things going. Phil & Jaime offered to meet with Jaye to see how this process is completed, so there is a backup in place for Jaye.
 - The wire was run by DR Brown Hauling, however it still needs to be hooked up so the pumps will not need to be switched manually.
2. Kristy provided an update on the temporary permit
 - Larson Engineering is working on gathering the additional information required for the permit.
 - One of the requirements is submission of a proposal for a water filtration system, which will be submitted by Larson Engineering to DEP. Kristy is looking for options to get grants for payment of the filtration system.
3. Kristy reported that the water ordinance, with rate increase of \$.005 and \$10 capital improvement fee, will be in the Rocket Courier in February for vote by Council at March 2026 meeting.
4. Kristy reminded that Laceyville Borough is still under a water conservation.

Streets

1. Christmas Tree remains, as it is now under snow
2. Streetlights are all working currently.
3. DR Brown Hauling did well with the roads during the snowstorms in the area. Residents should be reminded that when cars should be moved and that sidewalks need to be shoveled.

Mayor's Report

None

Sewer Update

1. Sewer Shut off list was presented for review by Kristy Fassett. Jaye Butler is not available to post shut off notices, due to requirements of his time for Water Company issues and water shut offs are not permitted during the cold temperatures. Kristy will discuss this with Sewer Authority.

Community Events

1. Easter – Crystal Ruhf is working on gathering baskets for the event.
2. Shelly presented idea of a small advertising card with list of events scheduled that can be provided to members of the community. Kristy requested pricing for this.
3. Soup Sale at Laceyville Library on Thursday, February 5, 2026.

Parks

1. Closed for Season

Correspondence

1. Received the annual ethics forms for Council Members. Lisa will distribute and requested return by next meeting.
2. PSAB - Newly Elected Municipal Official (NEMO) training. ShellyAnn and Jaime will register for this training virtual online March 6 & 7. Cost is \$75 and Lisa will complete the registration.
3. Received from Equinor division orders that were previously under Chesapeake. Kristy will sign and Lisa will return.

Old Business

1. Kristy & Lisa are still looking for new laptop options.

New Business

1. Lisa was contacted by representative through Community Bank to review a demonstration for software that would provide bookkeeping services similar to QuickBooks.

Motion to Adjourn at 7:42pm was made by Phillip Brewer, 2nd by ShellyAnn Shotwell
Next meeting, Tuesday, March 3, 2026, at the Borough office, 342 Church Street Laceyville, PA 18623.
Minutes recorded by Secretary, Lisa Mapes