

Laceyville Borough Council Meeting
Tuesday, March 3, 2026
342 Church St Laceyville, PA 18623

Meeting called to order at 7:02pm 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, Nichole Edkin- Tax Collector

Secretary Minutes from February 3, 2026, 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. Internal Controls- Lisa requested that a Council Member (non-signer) review and sign off on the monthly bank statement and reconciliation. This will implement better internal controls.
2. Lisa provided a summary of all fund balances as of February 27, 2026. The change in balances are Water Company -\$6,188.47 and Borough -\$6,078.98 resulted in more expenses than income for the month of February.
-Water Company: Current checking account balance is \$3,427.57. There will be approximately \$12,314 in Water Company expenses for payment. As of the meeting, no invoices were received for Berger for water hauling or Vogel for water tanker. Lisa will transfer \$7,944.70 from impact fees account for cost of the new drive installed by Creswell Drilling.
-Borough: Gas Lease account balance as of February 27, 2026, is \$55,027.56. Royalty checks received in mail day of the meeting are \$5,096.22.
3. Water Company receivables report was reviewed. Total receivables are \$10,058.45. Three customers have balance over 265 days.

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

Visitor

Nichole Edkin- introduction as the elected Tax Collector for Laceyville Borough. Nichole comes from a family that has been involved in tax collection for many years.

Water

1. Emergency Permit- Kristy reported that there are things that need to be done before DEP will approve the emergency permit on the lower well.
2. Hauling permit is in place again to keep the water reservoir filled, after several leaks were found and causing water loss.
3. Ordinance 2026-01: Effective 3/3/2026 changes will be on the invoices for meter readings that Jaye will be reading in March 2026. This ordinance includes rate increase of \$.005/gallon from \$.011 to \$.016 and addition of a \$10 capital improvement fee on each invoice billed. A new bank account has been established with Community Bank for administration of the capital improvement fees. Lisa provided the bank forms for signatures from authorized signors: Jaime, Kristy & Lisa.

Motion to approve Ordinance 2026-01 to implement the new rate of \$.016/gallon and capital improvement fee of \$10/invoice by Philip Brewer, 2nd by ShellyAnn Shotwell.

4. Jaye Butler, Water Operator, provided an update on water items:
- Creswell Drilling installed new variable speed drive in the old well (lower well). This will run better and it will be more efficient with better technology. The water level can be sensed with the new drive. To hook up both wells with this technology it would be \$1,400.

- The water tank has been running around a level of 10ft.
- Fixed several water leaks
- Replaced meters due to inadequate temperatures by property owners.
- 5. Kristy will work with Solicitor about a fee for service calls and charges for negligence of property owners that cause leaks or repairs.
- 6. Kristy reminded that Laceyville Borough is still under a boil advisory and water conservation. Water tanker is available at Borough Parking lot.

Streets

1. Phil reported that the Christmas tree has been taken down
2. Abandoned truck in front of Sheldon Funeral Home/Library. Phil will take care of identifying this individual and request to get the vehicle moved.
3. Garbage - Shelly will contact Duane Shrimp about status of garbage cans that are full and have not been emptied in a while.

Mayor's Report

None

Sewer Update

1. An updated sewer shut off list has not been provided as of meeting.

Community Events

1. Easter – Crystal Ruhf is working on gathering baskets for the event. Date of egg hunt will be Saturday, April 4, 2026, at 1:00pm. Food will be available for purchase.

Parks

1. Closed for Season
2. Swings will be put up when the weather breaks

Correspondence

1. The 2026 Municipal Liquid Fuels payment of \$12,707.19 was received on March 2, 2026

Old Business

1. Kristy will work with Josh Fry, at Force N Technologies Group, to find a suitable computer to replace the Microsoft Surface that Lisa is currently using for both Secretary & Treasurer duties. Josh & Kristy will ensure that replacement is compatible with QuickBooks.

New Business

1. Lawn Bids will be advertised in March. Lisa & Kristy will work on language to include more specifics about the mowing properties. Bids should be returned prior to April meeting.

Motion to Adjourn at 8:00pm was made by Phillip Brewer, 2nd by ShellyAnn Shotwell
Next meeting, Tuesday, April 7, 2026, at the Borough office, 342 Church Street Laceyville, PA 18623.
Minutes recorded by Secretary, Lisa Mapes