

Laceyville Borough Council Meeting
Tuesday, November 4, 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, Janice Sands, Sharyn Evans

Secretary Minutes from October 7, 2025, Council Meeting, were reviewed and approved, 1st ShellyAnn Shotwell, 2nd by Jaime Lopez, with no changes recommended.

Treasurer's Report

1. Lisa provided a summary of all bank accounts and financial reports through October 31, 2025.
2. Water Company:
 - Receivables are \$8,726.68
 - Invoices to be paid = \$7,671 (Vogel Farm \$4,568.50 and Larsen Engineering \$3,102.50)
3. Gas Lease Royalties total received = \$7,276

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

Visitors

1. Janice Sands from Eva's. Looking to put a sign up by Route 6 near the Meat Hook sign. Council advised contacting the State to obtain a permit for the sign. Eva's would like to put a sandwich board sign to advertise activities. This sign would be on sidewalk outside the business and would be picked up each day. Council advised there would not be a problem with this.
2. Sharyn Evans. Various questions about the water situation and discussion on the smell of the water. Jaye Butler stated that the smell is dependent on the type of pipes bringing water to the property and he expects improvement with the smell when the water system is replaced. Jaye emphasized that even if the water smells it is safe to drink, as it is tested all the time.

Water

1. Emergency Permit: Kristy reported that emergency permit for 2nd well has been approved. Continual testing and monitoring are required. Hopefully soon Borough will no longer need to haul water. Sketches and engineering work will need to be done. All of this will need to be done by February 1, 2026.
2. Dialer System: Laceyville Borough is required to have an alarm system on the reservoir tank. The requirements were sent to DEP and waiting for their approval. Kristy is hoping to be off the boil advisory by Thanksgiving.
3. Water testing requirements: Kristy reported that there are many testing requirements that are needed. There are 15 special conditions that Water Company cannot deviate from. Jaye will require a new piece of equipment that will monitor manganese levels, will help eliminate testing that needs to be sent out, and allow levels to be adjusted immediately.

Motion to approve the purchase of the equipment to monitor manganese for cost of \$995 by ShellyAnn Shotwell, 2nd by Jaime Lopez.

4. Jaye Butler, Water Operator, provided an update on water items:
 - Had to dig up a line and put in a valve on 2nd Street for the Bouton property.
 - Dialer System – Quote of \$7,500 which includes all equipment, installation and cellular account. Kristy will find out what the recurring annual cost of this system will be.

Streets

1. Lights – Streetlights are still out, lights outside Borough trailer are also out, and the outlet on the pole on Main Street still needs to be fixed. Kristy will research other vendors for electric work.
2. Bricks – Jeff & Jaime will get the bricks placed in the locations requested by the donors.
3. Storm Drains were cleaned by DR Hauling.

Mayor's Report

None

Sewer Update

None

Community Events

1. Halloween Event – ShellyAnn reported that this event went well. Not as many people, but there were other events in surrounding communities.
2. Christmas Vendor Event, Saturday, December 13, 2025 – Vendor forms are distributed, Santa and food are booked. There will be a hot chocolate bar. The fire company will allow use of the truck bays. Vendor setup at 12:00 with shopping at 2:00 until Santa is done. Parade lineup at 4:30 for 5:00 start.

Parks

1. Extra Mulch: Kristy will see if D.R. Brown can provide equipment to load the mulch in truck and bring to Borough lot.

Correspondence

None

Old Business

1. Crack & Seal Second Street – D.R. Brown will be completing this before snow

2026 Budget Approval for Public Review

Motion to put out the 2026 Budget as presented for public review and to be adopted at the December 2025 meeting by Jaime Lopez, 2nd by Phillip Brewer.

New Business

1. Change in Office Hours
 - Monday, November 24 instead of Wednesday, November 26.
 - Mondays December 22 and December 29 instead of Wednesdays December 24 and December 31
2. Treasurer/Secretary Laptop. Lisa is working with Forcen Technologies, because Microsoft10 has become obsolete and QuickBooks does not provide updates and is causing errors. Forcen Technologies recommends upgrading to a device with Windows11. After discussion it was decided to order a Microsoft Surface Laptop.
3. New phone lines and internet upgrade. On November 12 Blue Ridge will install new phone lines and upgrade the internet speed at Borough Office. The 2 phone lines will remain as: 570-3955 for Water Company and 570-721-3179 for Main Office.

Motion to Adjourn at 8:24pm was made by Phillip Brewer, 2nd by ShellyAnn Shotwell.

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

Minutes recorded by Secretary, Lisa Mapes