

Laceyville Borough Council Meeting  
Tuesday, August 6, 2024  
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

Present: Kristy Fassett, Jeffrey Shotwell, ShellyAnn Shotwell, Phillip Brewer, Jaime Lopez, Lisa Mapes, Jaye Butler & Warren Howler

Attendance via Zoom: Tari Trowbridge

**Secretary Minutes** from the July 2, 2024, meeting were reviewed and approved, 1<sup>st</sup> Phillip Brewer, 2<sup>nd</sup> by ShellyAnn Shotwell, with no changes recommended.

### **Treasurer's Report**

1. Lisa reviewed the Summary of Account balances as of July 31, 2024.
2. Lisa will review QuickBooks to see if Budget can be adjusted to reflect accurate monthly budget.

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

### **Community Events**

1. Witch's Tea Event. Saturday, October 19, 2024 1-4pm. Location will be Goodwill Fire Hall. Tickets will be \$15. Activities to include: History of Halloween, Halloween trivia and tea leaf readings.
2. Community Halloween Event. October 26, 2024 3-8pm. Games begin at 3:00 and at 4:00 registration for costume contest and vehicles can start lining up for trunk-or-treat. The Halloween parade will be 5-6pm followed by trunk-or-treating. Trick or treating will be 6:30-8pm. Shelly will make sure landlords are given letters on Thursday before the event about no parking on Main Street for October 26. Looking for volunteers for this event.

### **Water**

1. Jaye reported that July was a busy month. On July 4<sup>th</sup> there was a leak reported on Second Street and also a leak discovered in the reservoir. On July 18, 2024 a dive crew was used to inspect the tank. Another leak has been found on Second Street, but will wait until the heavy rains are over before repairing.
2. Jaye reported that water samplings continue to be sent.
3. Water Leak Detector. Jaye had to get assistance when trying to find the recent leaks because his leak detector is not working. Jaye requested purchase of a new leak detector. Motion to allow Jaye to purchase new leak detector from USA Blue Book for \$3,137.72, made by Phillip Brewer and 2<sup>nd</sup> by Jaime Lopez. It was agreed that leak detector should be purchased using the ARPA funds.
4. Jaye will continue to purchase inventory items needed by Water Company using ARPA funds. Lisa reported that original ARPA funds available were \$26,400 and costs of the reservoir project are up to \$6,900.
5. Jaye continues to work on the service line survey.
6. Jaye reported that there are some trees that need to be removed before the reservoir valve can be fixed. There are also trees that make it difficult to plow the hill by the reservoir. Kristy will contact John Brown and get tree removal quotes.
7. Jaye may need to contact Milnes to replace the valve on the reservoir.

### **Streets**

1. Jaime reported that the stop sign at Bee Street and Main Street has been flattened. Phil will purchase a new stop sign from Bradco and put on the Laceyville Borough account for payment.

2. Kristy stated that trees need to be trimmed again along Main Street and she will ask John Brown about trimming the trees or cut them down.
3. Kristy received a call from a Borough resident offering to help take care of the streets, like Robbie Wiles used to do, such as cleaning up and sweeping, etc. The individual would be looking for payment for these services. Jaime requested that the individual come to a Borough Council meeting and present a proposal for his estimated time and cost.
4. Phil cleaned up the General Sullivan historical monument and put up new flags.
5. Drain by Laceyville Lumber is clogged again. Jeff will get together with Brown's to put a camera in the pipe to identify what is going on.
6. Shelly will wash up the decorative flags for Main Street, so they can get put up.
7. Kristy has been calling landlords to remind that Borough garbage cans are not for personal garbage use. Council agreed that Laceyville Library can start using the Borough dumpster.
8. Jaime reported that the pedestrian sign has been damaged. Jeff will look at the sign to determine if can be repaired.

## Mayor's Report

1. Donovan Park Walking Trail and River Area. Brown's have provided a proposal of \$6,600 to clear the land to put in a walking trail around Donovan Park and also to clear out the access area from the river. Motion to start the walking trail and also clear out river access area, made by Phillip Brewer, 2<sup>nd</sup> by ShellyAnn Shotwell.

## Sewer Update

1. Shut off list provided for review. There were 13 names provided on the list, which was approved by Kristy Fassett. Lisa will notify Sewer Authority that notices will be prepared on August 14, 2024.

## Parks

2. Walking Trail. Update provided in Mayor's Report.
3. Robbie Wiles Memorial is ready to be installed after there are some days with dry weather.

## Correspondence

1. Laceyville Borough Council is invited to attend the Wyoming County Association of Township Officials Fall Convention on Thursday, September 19, 2024. Registration and vendor exhibits begin at 4:30pm and dinner is at 6:00pm. Lisa will email the information to Council Members for review, and requested a response by August 31, 2024, so she can send in the registration(s).

## Old Business

1. Encampment. The homeless encampment resolved itself without the need for Borough involvement. To prevent situation again in this area, Kristy shared the 4 approaches provided by the Solicitor:
  1. Allow camping with a permit
  2. Totally ban camping
  3. Allow camping for 24-48 hours
  4. Prohibit camping within a certain area (under the bridge)

Council Members decided to allow camping for 24 hours in a designated area, which will be identified with signs. Kristy will let Solicitor know to update the ordinance with this decision. Once ordinance is received it will be placed in paper for 7-10 days, and then voted on at Council meeting.

2. Wyoming County HealthCare Center. Phil attended the event held last month for the new medical facility in the old Tyler Memorial building and he shared that the facility is very nice. Bill Ruark has

purchased the building and he would like it to be County funded. Mr. Ruark is looking for municipalities and boroughs to consider contributing 5% of their impact funds to support the facility.

## **New Business**

1. Laceyville Library Plumbing. The plumbing in the Library needs to be replaced. Estimated to be cost of about \$1,400. Phil will contact Ashley McClain to see if he can provide an estimate.
2. Public Meeting for Liquor License Transfer. A public meeting will be held August 22, 2024 at 7:00pm in the Laceyville Firehall banquet room. Notice of this meeting will be put in the paper.
3. Borough Office Computer. Lisa requested consideration to replace the Borough Office laptop. Tari recommended replacing with the Microsoft Surface that Borough currently has and use docking station and extra monitor. Tari will send Lisa information for monitors, docking station, and keyboard.
4. QuickBooks renewal. Lisa reported that QuickBooks renewal will process on August 28 for \$1,537.60. She will contact QuickBooks to see what cost difference would be if moved to online versus desktop.

Motion to Adjourn at 9:02pm was made by Jaime Lopez, 2<sup>nd</sup> by ShellyAnn Shotwell.

Next meeting, Tuesday, September 3, 2024, at the Borough office, 342 Church Street Laceyville, PA 18623.

Minutes recorded by Secretary, Lisa Mapes