

Laceyville Borough Council Meeting

Monday, January 2, 2024

342 Church St Laceyville, PA 18623

Meeting called to order at 6:10pm followed by the Pledge of Allegiance led by Mayor Jeff Shotwell.

Present: Kristy Fassett, Jeffrey Shotwell, Phillip Brewer, Jaime Lopez, Lisa Mapes, and Warren Howler

Attendance via Zoom: ShellyAnn Shotwell & Tari Trowbridge

2024 Reorganization Meeting

Mayor Jeffrey Shotwell swore in Kristy Fassett for another four-year council term

Mayor Jeffrey Shotwell swore in Tari Trowbridge for another four-year council term

Mayor Jeffrey Shotwell swore in ShellyAnn Shotwell for a four-year council term

Tari Trowbridge nominated Kristy Fassett for Council President. Phillip Brewer seconded the motion. Motion carried.

Tari Trowbridge nominated Jaime Lopez for Council Vice President. Kristy Fassett seconded the motion. Motion carried.

Committee's

Water – Kristy/Jaime

Streets – Tari/Phil

Parks – Jaime/ShellyAnn

Other

Treasurer/Water Billing Specialist – Lisa Mapes

Secretary – Lisa Mapes

Open Records Officer – Lisa Mapes

Wyoming Co COG Rep – Jaime Lopez

Building/Yard Sale Permit Officer – Lisa Mapes

Tax Representative – Carole Davis

Auditors – Hallock & Shannon

Bradford Co TCC Rep – Kenneth Johnson

Volunteer Fire Co – Goodwill Fire Company

Ambulance Coverage – Meshoppen Ambulance

Financial Institution – Community Bank NA

Millage Rate – remains at 22.6

Meetings - remain on the first Tuesday of each month at 7:00pm

Office Hours/Days – Water Department Wednesdays, 4:30-7:00pm

Treasurer's Bond - \$500k

Solicitor – McCormick Law Firm

Mileage Rate - \$.67/mile

Secretary/Treasurer/Water Billing Specialist Pay Rate – Combined at \$1,000/month

Tax Collector Pay Rate – 5% of Collectibles

Meeting Pay Rate – \$40.00/Meeting

County Convention Pay Rate - \$50.00 + Mileage

Seminars/Training Pay Rate - \$40.00 + Mileage

Motion to Adjourn Reorganizational Meeting at 6:29pm made by Phillip Brewer, 2nd by Jaime Lopez

Regular Monthly Meeting

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

Attendance via Zoom: ShellyAnn Shotwell & Tari Trowbridge

Secretary Minutes from the December 5, 2023 meeting were reviewed and approved, 1st Phillip Brewer, 2nd Jaime Lopez, with no changes recommended

Treasurer's report was sent by Lisa Mapes for review prior to the meeting. Motion to approve the Treasurer's Report as presented made by Tari Trowbridge, 2nd Phillip Brewer.

Community Events

1. ShellyAnn reported that Easter event will be held on Saturday March 23 with rain date of Saturday, March 30, 2024.
2. Will not be holding the chili cook-off.

Water

1. Kristy reported that the new ordinance is almost complete to put in paper and notify customers about new rate to be reflected in March 2024 billing.
2. Rain caused damage to the road to water reservoir. Jaye had D.R. Brown's Hauling complete some work to make repairs. The road to the reservoir will continue to be an issue and there is uncertainty how to fix it.
3. Jaye is reading meters and will have to Lisa for billing within the week.
4. Jaye reported all water testing has been good. The costs for water testing are increasing.
5. Jaye is still flushing Franklin street

Streets

1. Jaime and Phil will take the Christmas lights down from the 12 poles on Main Street.
2. Phil will contact Ashley McClain about fixing the 2 pole lights that are out on Main Street.
3. Main Street had drainage issues from hard rains that were handled by D.R. Brown's Hauling for cost of \$1,600. D.R. Brown's also had to salt and cinder after the water in the same area froze, cost was \$340. Cost to fix the repairs by the water tower road were \$600.
4. Trash Cans on Main Street continue to be emptied every other week by Ken Mapes. The can by Antique Shop continues to be overflowing regularly with personal garbage. Kristy stated that abuse of the cans with personal garbage will need to be addressed.

Mayor's Report

1. Jeff reported that the sign battery is shorting out because of the weather change. May want to consider a solar sign. The current sign cannot be converted to a solar sign. Jeff will price some solar signs and also price for replacing batteries of the current sign.

Sewer Update – Nothing to Report

Parks – With the weather change Donovan Park is pretty much closed.

Correspondence

1. The 2024 Ambulance Contract with Meshoppen Ambulance is \$4,000, same as last year. This was signed and Lisa will return.
2. Keeler Newspapers are increasing rates by 6% effective January 1, 2024.

New Business

1. Lisa will transfer funds from the Street Maintenance Account to cover cost of the street repairs that were just completed.
2. If there are any additional funds needed to cover general operating expenses, Tari Trowbridge recommended moving funds from General Money Market account.

Old Business

1. Office phone from Verizon to Blue Ridge. Kristy is still working on this transfer process. Tari shared that she had success resolving an issue with Verizon by searching for contact information of a Verizon Vice President on LinkedIn.

Motion to Adjourn at 7:23pm was made by Phillip Brewer, 2nd by Jaime Lopez

Next meeting Tuesday, February 6, 2024, at the Borough office, 342 Church Street Laceyville, PA 18623

Minutes recorded by Secretary, Lisa Mapes