

Lawrenceville Borough Council Meeting

6 Mechanic Street, Lawrenceville, PA

Monday December 1, 2025, at 7 pm

Call to Order/Pledge of Allegiance

Council President Hotelling called the meeting to order at 7pm followed by the standing for the Pledge of Allegiance

Roll Call – Council Attendance

Council Vice President Gleason, Present; Councilwoman Burrows, Present; Councilman Penzone, Present; Councilman Urbano, Present; Councilman Wetzel, Present; Councilman O'Dell, Present; Council President Hotelling, Present; Mayor Davis, Present; Secretary Rumsey, Present.

Council President Hotelling addressed the floor on the recent passing of community members and recent fires within the Borough. She asked everyone to keep the Bryant family, Taft family, Wetzel family, and the Crance family in their thoughts and prayers.

Approval Prior Months Regular Minutes

Motion was made by Councilman Urbano, Seconded by Councilman O'Dell to approve the Regular Meeting minutes for November 17th as is. Roll Call Vote: 7/0 Motion Carried.

Treasurer's Report

Motion was made by Councilman O'Dell, Seconded by Councilman Gleason to approve the Treasurer's report. Roll Call Vote: 5/2 with Councilmen Penzone and Urbano No.

Payment of bills

Motion was made by Councilman Urbano Seconded by Councilman Gleason to pay the bills. Roll Call Vote: 7/0 Motion Carried.

Public Comment on Agenda Items

Councilman Urbano stated that all votes need to be accepted & counted regarding a motion being made. He stated that last month not all council members were asked for their vote.

Department Reports

- ➔ Mayor –
- ➔ Police – Mayor Davis read the presented report. No officer was present at the meeting.
- ➔ Fire Department – Brad Hackett read the monthly report. He also asked about the Fire Department Contract.
- ➔ Library – Lucy Losey read the library report, she stated the window installation will begin December 8th, 2025, and the A/C and heating unit will be addressed in January 2026.

Committee Reports

- ➔ Finance/Personnel – Councilman Urbano asked about the Employee handbook, Finance committee stated they are still updating the handbook.
- ➔ Water & Sewer – Councilman O’Dell stated the hydrant on Mechanic Street is complete and they will flush 2 hydrants this week to make sure all is flowing properly. Council President Hotelling stated that the Grant paperwork and documents were submitted, and it is in review.
- ➔ Dikes/Levees – Councilman Urbano did a walk-through of the dike and the requested work needing to be performed with a potential contractor Cooks Mowing and Landscaping.

Old Business:

Hydrant Replacement STATUS – Councilman O’Dell stated the hydrant replacement at the end of Mechanic Street has been completed.

Snowplowing & Cindering Bids – Council received three sealed bids:

1. First Choice Lawn & Snow LLC – \$85 hr. for plowing, \$135 for cindering per yard estimated 2 hours plowing/cindering. Total up to \$440 per service run.
2. Joey’s Contracting - \$29,000 to plow and salt December to April as needed
3. Cook’s mowing & landscaping - \$33,000 to plow and cinder from December to April

Motion was made by Councilman O’Dell, Seconded by Councilwoman Burrows to hire First Choice Lawn & Snow LLC to plow the Borough Streets. However, Council would like to have a meeting with First Choice Lawn & Snow LLC prior to starting the services. Roll Call Vote: 7/0. Motion Carried.

Transfer Funds from account #56 to #97 –

Motion was made by Councilman Gleason, Seconded by Councilman Urbano to transfer the fund from account #56 ARPA into the current account #97. Roll Call Vote: 7/0 Motion Carried.

Close Account ending in #56 –

Motion was made by Councilman Gleason, Seconded by Councilman Urbano to close account #56 ARPA after the transfer is complete. Roll Call Vote: 7/0 Motion Carried.

Loan Payment paid from Water/Sewer Fund Starting January 2026 –

Motion was made by Councilman Gleason, Seconded by Councilwoman Burrows to make the loan payment directly from the water & sewer account. Roll Call Vote: 6/1 with Councilman Penzone No. Motion Carried

Workers Comp Audit – TABLED

New Business:

President Hotelling addressed Council for an amendment to the agenda to add the advertisement of the real estate tax rate increase for 2026.

Motion was made by Councilwoman Burrows, Seconded by Councilman Gleason to add the Real Estate Tax Rate Increase for 2026 to the agenda. Roll Call Vote: 7/0. Motion Carried.

Real Estate Tax Rate Increase for 2026 –

Motion was made by Councilwoman Burrows, Seconded by Councilman Wetzel to advertise Ordinance 2025-2 Real Estate Tax Rate Increase for 2026. Roll Call Vote: 5/2 with Councilmen Penzone and Urbano No. Motion Carried.

Proposed Budget 2026 Advertisement

Motion was made by Council Gleason, Seconded by Councilman O'Dell to advertise the 2026 Proposed budget with a special meeting date of Monday December 22, 2025, at 6pm. Roll Call Vote: 6/1 with Councilman Penzone No. Motion Carried.

Mayor Davis left the meeting at 8pm.

Resolution Water Billing 25-5

Motion was made by Councilwoman Burrows, Seconded by Councilman O'Dell to approve Resolution 25-5 water billing increase of \$8.50 beginning with the next billing cycle with a due date of January 15, 2026. Roll Call Vote: 5/2 with Councilmen Penzone and Urbano No. Motion Carried.

Fire Department Contract

Motion was made by Councilman O'Dell, Seconded by Councilwoman Burrows to accept and approve the Fire Department Contract for 2026. Roll Call Vote:7/0 Motion Carried.

Police Contract – TABLED

Missing the service hours per month in the contract

Trash Contract - TABLED

Questions asked about recycling and what is the cost?

Tax Collector Mileage & Education Reimbursement

No action taken due to the Proposed budget has a mileage charge of \$400 for the Tax Collector. The Tax Collector stated she pays for her own education.

Discontinue Solicitor McCormick Law Firm

Councilman Urbano asked why the Committee wants to discontinue this service?

Motion was made by Councilman O'Dell, Seconded by Councilwoman Burrows to discontinue the solicitor services with McCormick Law Firm effective midnight (12:00 am) December 31, 2025. Roll Call Vote: 6/2 with Councilmen Penzone and Urbano No. Motion Carried.

Hire Solicitor Gabriel FERA Law Firm

Councilman Penzone asked why the change in solicitors? He also asked what the retainer fee would be for the services.

Motion was made by Councilman O'Dell, Seconded by Councilman Gleason to hire Gabriel FERA Law Firm as the Borough's Solicitor, per the charges as stated within the contract,

effective 12:01 am January 1, 2026. Roll Call Vote: 4/2 with Councilmen Penzone and Urbano No and Councilwoman Burrows abstained. Motion Carried.

Visitors Open Forum

Robert Penzone asked Council who will be the contact for the new solicitor.

Lucy Losey read the attorney's letter about the library funding and will

Karin Penzone asked how much the real estate taxes were increasing by. She also stated that 1 mill increase is a 34% increase.

Adjournment

Motion was made by Councilman Gleason, Seconded by Councilman O'Dell to adjourn the meeting at 8:47pm. Roll Call Vote: 6/1 with Councilman Penzone No

Next meeting January 5th, 2026 @ 7pm Organizational and Regular

Jennifer Rumsey, Secretary

Anna Hotelling, Council President

Minutes approved January 5th, 2026 by Council roll call vote