

## **Lawrenceville Borough Council Meeting**

**Monday December 02, 2024**

Council Vice President Urbano called the Regular Meeting of the Lawrenceville Borough Council, held in the Borough Building, to order at 7:00 pm.

### **Pledge of Allegiance**

**Roll Call:** Councilman Anthony Urbano – Present; Councilman Robert Penzone – Present; Councilwoman Cyndy Burrows – Present; Councilman Mansel O’Dell – Present; Councilman Terry Gleason – Present; Councilman Eddie (Glenard) Wetzel – Present; Council President Barry Mortimer – Absent; Mayor Kris Davis – Present; Secretary Jennifer Rumsey – Present; Treasurer Penny Jeffers – Present

**Minutes of Previous Meetings:** Vice President (VP) Urbano addressed the council members for any questions or concerns on the November Regular and Special meeting minutes.

Corrections were to be made for the November regular meeting minutes.

Motion was made by Councilman Penzone, Seconded by Councilman O’Dell to accept the November 04, 2024 Regular Meeting Minutes with corrections. Roll Call vote: 6/0 with Council President Mortimer absent. Motion carried

Motion was made by Councilman O’Dell; Seconded by Councilman Wetzel to accept the November 15, 2024 Special meeting minutes. Roll Call Vote: 6/0 with Council President Mortimer absent. Motion Carried

### **Payment of Bills:**

Motion was made by Councilman O’Dell, Seconded by Councilman Gleason to approve payment of the bills. Roll Call Vote: 6/0 Motion carried.

### **Treasurer’s Report:**

September’s Report

Motion was made by Councilman O’Dell; Seconded by Councilman Gleason to accept the September Treasurer’s report. Roll Call Vote: 5/1 with Councilman Penzone – No and Council President Mortimer absent. Motion Carried

October’s Report

Motion was made by Councilman O’Dell; Seconded by Councilman Gleason to accept the October Treasurer’s report. Roll Call Vote: 5/1 with Councilman Penzone – No and Council President Mortimer absent. Motion Carried

## November's Report

Motion was made by Councilman Gleason; Seconded by Councilman Wetzel to accept the November Treasurer's report. Roll Call Vote: 5/1 with Councilman Penzone – No and Council President Mortimer absent. Motion Carried

### **Public Comment on Agenda Items:**

Jessica Barron was questioning about a bounced check that happened in July 2024. No comment due to it not being on agenda.

Joyce Nichols representing the fire department was questioning the Fire Departments contact and budget allowed. Council will set a meeting with the Fire Department to discuss.

### **Committee/Department Reports Mayor:**

Mayor Davis stated that there would be a CAP review on December 5, 2024 from 1pm-3pm, he strongly urged Council members to attend this meeting.

**Zoning:** Permit #11-1 for a shed, approved and issued

**Police:** Officer Brackman; absent – Report was provided and Council VP Urbano read the submission.

**Fire Department:** Joyce Nichols – read the calls for the prior month, she also asked if the Council wanted the reports to continue. Council stated yes, send to the Borough Secretary.

**Library:** Lucy stated the Library had a good month for November. Library also invested funds into a 14mo CD with C&N bank

**Ambulance:** No one present, no documents submitted

**Water & Sewer:** No report provided

### **Old Business:**

**Generator Installation:** A quote was provided from Flynn Energy in the amount of \$6391.05. Council is still waiting on at least 2 more quotes. *TABLED*

**IRS 2021 Penalty** – \$8384.99 due to avoid any penalties.

Motion by Councilman O'Dell; Seconded by Councilman Wetzel, to make payment in the amount of \$8384.99 to the IRS of the 2021 Penalty for not filing the 2021 W2s. Roll Call Vote: 6/0 with Council President Mortimer absent. Motion carried

**Confined Space Training** – Council members stated they would discuss this with Jimmy Joe and the water/sewer committee. They would also need to have quotes for outside company to do this work. *TABLED*

**Frontier** – Council needs updated information from Jimmy Joe and possibility the solicitor - *TABLED*

### **Borough News Subscription 2025 –**

Motion was made by Councilman O'Dell; Seconded by Councilman Gleason to pay the membership cost of \$40. Roll Call Vote: 6/0 with Council President Mortimer absent. Motion Carried.

~~*NOTE* – Secretary looked into the details of this and the fee was to be added to the directory with all members listed on the long list instead of the short list. Vice President Urbano stated not to make the payment if it was not actually required to receive updates.~~

### **Personal Committee – Treasurer's position**

Motion was made by Councilman O'Dell; Seconded by Councilman Wetzel to hire Penny Jeffers as the Treasurer for 15 hours a week, at the rate of \$30 an hour. Roll Call Vote: 4/2 with Councilman Penzone and VP Urbano – NO and Council President Mortimer absent. Motion Carried

### **New Business:**

#### **Resignation of Council President**

Motion was made by Councilman Wetzel; Seconded by Councilman O'Dell to accept the resignation of Council President Mortimer effective November 29, 2024. Roll Call Vote: 5/1 with VP Urbano – NO. Motion carried.

#### **Monthly and Special meeting dates 2025 -**

Motion was made by Councilman O'Dell; Seconded by Councilman Penzone to advertise the 2025 monthly meeting dates as the 1<sup>st</sup> Monday of each month at 7pm. Special meetings will be as needed. Roll Call Vote: 6/0 Motion Carried

#### **Adoption of Proposed Budget 2025 General Fund**

Motion was made by Councilman Gleason; Seconded by Councilman O'Dell to accept the Proposed 2025 budget for the General Fund. Roll Call Vote: 5/1 with Penzone – No. Motion Carried

#### **Adoption of Proposed Budget 2025 Water/Sewer**

Motion was made by Councilman Gleason; Seconded by Councilman O'Dell to accept the Proposed 2025 budget for the Water/Sewer. Roll Call Vote: 5/1 with Penzone – No. Motion Carried

## **Adoption of Proposed Budget 2025 Liquid Fuels**

Motion was made by Councilman O'Dell; Seconded by Councilman Wetzel to accept the Proposed 2025 budget for the Liquid Fuels. Roll Call Vote: 6/0 Motion Carried

## **Resolution #4-24 Water/Sewer base rate increase**

Motion was made by Councilman O'Dell; Seconded by Councilwoman Burrows to accept the Resolution to increase the base rate by \$5.00 each water and sewer. Roll Call Vote: 4/2 with Councilman Penzone and VP Urbano – No. Motion carried

**Resolution #5-24 Millage rate for 2025** – *TABLED* until Council can meet with the Fire Department and discuss the contract

**Fire Department Contract 2025** – *TABLED* until the Council is able to meet with the Fire Department to discuss the mill rate.

**IRS payment due 2022 1<sup>st</sup> quarter** – amount due is \$3071.22 for Employer Quarterly Federal Tax Return filing.

Motion was made by Councilman O'Dell; Seconded by Councilman Gleason to pay the IRS \$3071.22 for the 1<sup>st</sup> quarter of 2022 filing. Roll Call Vote: 6/0. Motion Carried

**Borough Sign Quote** – Abby sign company submitted a quote of \$1810.00 to remove and replace the current Lawrenceville Borough Sign at the Borough Office. *TABLED* for further discussion.

## **Codes/Zoning Officer**

Motion was made by Councilman Gleason; Seconded by Councilman O'Dell to advertise for code/zoning officer position in the paper of record. Roll Call Vote: 6/0 Motion Carried

## **Right to Know Officer (AORO)**

Motion was made by Councilman Gleason; Seconded by Councilwoman Burrows to assign Jennifer Rumsey, Secretary of the Borough as the Right to Know Officer. Roll Call Vote: 6/0 Motion Carried

**Upper Pine Creek Council of Government** – Dues \$150 yr – Council reviewed what was sent and has decided not to partake in this at this time.

**Tioga County Association of Boroughs December Dinner** – Cost is \$28.00 per person on December 18, 2024. Council will send funds to cover cost of Council member. Councilmen O'Dell and Wetzel were interested in attending.

**Water/Sewer Advertise worker** – Advertise accepting resumes for Borough employee to start a potential worker data base as back up.

Motion was made by Councilman O'Dell; Seconded by Councilwoman Burrows to advertise accepting resumes for Lawrenceville Borough general employee. Roll Call Vote: 6/0 Motion Carried

**Correspondence:**

Council VP Urbano read the following correspondences to the audience

Seneca Resources – JKLM Tioga River Withdrawal renewal

State Police Fines/Penalties payment \$116..53

Tioga County Mitigation Advisory Committee Meeting – December 4<sup>th</sup>, 2024 @ 10am

**Visitors Open Forum:**

Anna Hotelling – asked why the on call/part time sewer maintenance working wasn't getting workable hours when there is plenty of things to be done. Council VP Urbano stated that is a personal issue that will need to be discussed with the committee.

Donna Blend – asked about the treasurer's position for clarification as to when the changes will take effect. Councilman Gleason stated it would start with the next pay period, which begins on Monday December 9, 2024.

Angelina Barton – Asked if Council members were going to monitor borough employees hours worked to make sure stated hours were being followed.

Jessica Barron – Addressed Council about a previous comment made regarding changing the Council members to five members after the first of the year. Which means not filing the Vacant Council seat due to the resignation of the Council President.

**Adjourn:**

Motion was made by Councilman O'Dell, Seconded by Councilman Penzone to adjourn the Meeting at 9:00 pm. Roll Call Vote. 6/0

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Secretary

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Council President