

Lawrenceville Borough Council Meeting

6 Mechanic Street, Lawrenceville, PA

Regular Meeting

Wednesday February 4, 2026, at 6 pm

Call to Order/Pledge of Allegiance

Council President Hotelling called the meeting to order at 6 pm followed by the Pledge of Allegiance.

Roll Call – Council Attendance

Councilman Larry Barnes, Present; Councilman Terry Gleason, Present; Councilwoman Cyndy Burrows, Present; Councilman Athony Urbano, Present; Councilman Eddie Wetzel, Present; Councilman Mansel O’Dell, Absent; Councilwoman Anna Hotelling, Present; Mayor Kris Davis, Absent; Secretary Jennifer Rumsey, Present.

Guest Speaker – Codes Assessment Professional – Joseph Lyons

Joe provided an overview of the company. He stated that the company works with zoning enforcement, building codes, property maintenance per ordinance and as a floodplain administrator. He answered questions from both Council members and the residents attending. He was asked to follow up with more information on the floodplain administrator in the next few weeks with the secretary.

Councilman O’Dell arrived at 6:06 pm.

Approval Prior Months Regular Minutes

Motion made by Councilman Barnes; Seconded by Councilman O’Dell to approve the January minutes. Roll Call Vote: 7/0 - Motion Carried.

Treasurer’s Report

Motion made by Councilman O’Dell; Seconded by Councilman Wetzel to approve the Treasurer’s report as presented. Roll Call Vote: 7/0 - Motion Carried.

Payment of bills

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

Public Comment on Agenda Items Only –

Robert Penzone Jr –

1. Asked that the first and last name of the Council members be present with the roll call for the minutes as future reference of who is on Council.
2. He asked how the financial reports for February were distributed. A reply from Council was the documents are available on the meeting table for review prior to the meeting.
3. Asked what the bill total was. Councilman Gleason stated \$17,285.53

Department Reports

- ➔ Mayor – No report, Mayor was absent
- ➔ Police – President Hotelling read the reports presented for December 2025 and January 2026.
- ➔ Fire Department – President Hotelling read the report presented due to the fire department personnel being dispatched for a fire.
- ➔ Library- Lucy Losey read the library report and stated the downstairs bathroom has been completed.
- ➔ Tax Collector – Karin Penzone presented to Council a document to appointment a deputy for tax collecting. President Hotelling signed the document to appoint her deputy.

Committee Reports

- ➔ Finance/Personnel – President Hotelling spoke about still looking into potential grants.
- ➔ Water & Sewer – Councilman O’Dell stated there was a frozen meter that broke on Center Street. Meter was replaced.
- ➔ Roads/Streets – None
- ➔ Parks/Recreation – It was suggested to check Walmart grant for potential funding
- ➔ Zoning – Permit 02-26 Demolition
Motion was made by Councilman O’Dell; Seconded by Councilman Barnes to approve the demolition permit 02-26. Roll Call Vote: 5/0 with Councilman Wetzel Abstaining and Councilman Urbano stating this should be under new business for the vote.
AMEND – Councilman Urbano did not provide a vote as addressed in the March 4th meeting.

Old Business:

Appointment of Building Codes Officer

Motion made by Councilman Gleason; Seconded by Councilwoman Burrows to appoint Erb Inspections, Inc. as the building codes officer for the Borough. Roll Call Vote: 7/0 – Motion Carried.

Newspaper of Record

Motion made by Councilman Gleason; Seconded by Councilman Barnes to add advertising with Tioga Publishing within the Free Press and/or Wellsboro Gazette. Roll Call Vote: 7/0 – Motion Carried.

Committee Officer Appointments

Personnel – Cyndy Burrows (Chair), Terry Gleason and Larry Barnes

Finance – Terry Gleason (Co-Chair), Cyndy Burrows (Co-Chair), and Anna Hotelling

LWSD – Mansel O’Dell (Chair), Larry Barnes, and Eddie Wetzel

Public Safety – Terry Gleason (Chair) and Cyndy Burrows

Parks/Recreation – Mansel O’Dell (Chair) and Eddie Wetzel

Dikes & Levees – Larry Barnes (Chair), Eddie Wetzel, and Terry Gleason

Roads/Streets – Mansel O’Dell (Chair), and Eddie Wetzel

Shade Tree Commission – Anthony Urbano

Resolution 2026-2 Signatories for Deposit

Motion made by Councilman O’Dell; Seconded by Councilman Barnes to assign Terry Gleason and Cyndy Burrows as signatories for deposit. Roll Call Vote: 7/0 – Motion Carried.

Employee Handbook Revisions

Motion made by Councilman O’Dell; Seconded by Councilman Wetzel to approve the Revised Employee Handbook. Roll Call Vote: 7/0 – Motion Carried.

New Business:

Diversified Technology Corp \$700

Motion was made by Councilman Gleason; Seconded by Councilwoman Burrows to pay Diversified Technology Corp \$700.00 for the continued billing software services. Roll Call Vote: 7/0 – Motion Carried.

Library Heating System Quotes - TABLED

Library CD increase C&N Bank

Motion made by Councilman Gleason; Seconded by Councilwoman Burrows to close out current CD at mature date (Feb 10, 2026), roll over the amount into a new CD and add \$75,000 of additional funds to new CD with a 12-month term at Citizens & Northern Bank. Roll Call Vote: 7/0 – Motion Carried

Tioga County Association of Boroughs Dues \$30.00

Motion made by Councilman Gleason; Seconded by Councilman O’Dell to pay the \$30.00 dues for the Tioga County Association of Boroughs. Roll Call Vote: 7/0 – Motion Carried.

Rescind Ordinance 136 Motion – Water Amendments

Motion made by Councilman Gleason; Seconded by Councilman O’Dell to rescind Ordinance 136 water amendments presented on January 5, 2026, monthly meeting. Roll Call Vote: 7/0 – Motion Carried.

Rescind Ordinance 146(135) Motion – Sewer Amendments

Motion made by Councilman Gleason; Seconded by Councilman O’Dell to rescind Ordinance 146 (135) sewer amendments presented on January 5, 2026, monthly meeting. Roll Call Vote: 7/0 – Motion Carried.

Advertise Ordinance 136 and 146(135) Amendments

Motion made by Councilman O'Dell; Seconded by Councilman Wetzel to advertise Ordinance 136 and 146(135) Amendments. Roll Call Vote: 7/0 – Motion Carried.

Mileage Reimbursement Tax Collector

Motion made by Councilman O'Dell; Seconded by Councilman Barnes to reimburse 2/3 of the mileage for the Tax Collector. Roll Call Vote: 7/0 – Motion Carried.

Visitors Open Forum –

Karin Penzone

1. Asked Council to enforce the sidewalk Ordinance for snow and ice removal. She stated there were several locations where the sidewalks were not plowed making it hazardous to walk on.
2. She asked about plowing the road intersections – She stated the intersection at Mill St and Main St if difficult getting in/out due to the snow and ice, can the snow be pushed at an angle to open the intersection.

Donna Blend

1. Confirmed the Newspaper is Wellsboro Gazette?
2. Asked how many Library Quotes were received? Council replied 3 quotes were received.
3. Why was Council rescinding the Ordinance Amendments? Council replied they are being rescinded to be advertised and voted on next month.

Robert Penzone Jr

1. Does the Council have a contract for Erb Inspections, Inc. as the building Codes Officer?
2. Paper of record was stated different names, Council replied they are the same entity, Tioga Publishing.
3. Employee Handbook – has the employees been notified of the changes? If not, how will they be notified and presented a handbook. Council replied that the employees will meet with the personnel committee and review the revised handbook.
4. Tax Collector – how is the county portion of mileage to be submitted, will the borough submit? Council replied, the Tax Collector will have to submit it herself.
5. Broken meter on Center St – was the customer charged for the meter? Water & Sewer Committee replied NO, the meter froze and broke. Mr. Penzone stated the Boroughs responsibility ends at the curb stop, the water & sewer committee stated however it was an older meter that needed to be changed. Meter was replaced with a new meter at no charge to the customer.
6. Who is on the Roads committee, and will there be road repairs done in 2026 – Council replied Mansel O'Dell and Eddie Wetzel are on the committee; the committee stated patching was done in 2025.

Adjournment

Motion made by Councilman Gleason; Seconded by Councilwoman Burrows to adjourn the meeting at 7:06 PM. Roll Call Vote: 7/0 – Motion Carried.

Next Meeting – Wednesday March 4 @ 6pm

Approved with amends March 4, 2026, at the regular monthly Borough Council meeting. Approved Minutes are at the Borough Office. This electronic copy is provided as a courtesy. The Lawrenceville Borough is not responsible for any alterations to this electronic document.

Jennifer Rumsey, Secretary

Anna Hotelling, Council President