

# Lawrenceville Borough Council Meeting

6 Mechanic Street, Lawrenceville, PA

Monday October 6, 2025, at 7 pm

## Call to Order/Pledge of Allegiance

Council President Hotelling called the meeting to order at 7pm followed by 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, Absent; Councilman O'Dell, Present; Council President Hotelling, Present; Mayor Davis, Present; Secretary Rumsey, Present.

## Approval Prior Months Regular Minutes

Motion was made by Councilman Urbano; Seconded by Councilwoman Burrows to approve the Regular Meeting minutes for September as is. Roll Call Vote: 6/0 with Councilman Wetzel Absent. 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: 5/1 with Councilman Penzone No and Councilman Wetzel Absent. Motion Carried.

## Payment of bills

Motion was made by Councilman Gleason; Seconded by Councilwoman Burrows to pay the bills and add the bill for Pheonix of \$2,500. Roll Call Vote: 5/1 with Councilman Penzone No and Councilman Wetzel Absent. Motion Carried.

## Public Comment on Agenda Items NONE

## Department Reports

- ➔ **Mayor** - Mayor Davis stated that he received complaints about walnuts being on the sidewalks making it difficult for people to walk on the sidewalks.
- ➔ **Police** - Mayor Davis read the monthly police report
- ➔ **Fire Department** - NONE
- ➔ **Library** – Lucy Losey provided a monthly overview of the events/activities at the library along with recent donations. Trick or Trunk is scheduled for October 25th at 4-6pm at the Calvery Church Parking Lot.

## Committee Reports

→ **Finance/Personnel** NONE

→ **Water & Sewer**

- Deposit Refund 30 Buffards
- Deposit Refund 45 Buffards
- Deposit Refund 70 State Street Apt A

Motion was made by Councilwoman Burrows; Seconded by Councilman Gleason to refund the deposits in the amount of \$150.00 each on the above-mentioned properties minus any outstanding final bills. Roll Call Vote: 6/0 with Councilman Wetzel absent. Motion Carried

→ **Recreation** NONE

→ **Dikes/Levies** Councilman Urbano stated that DEP will be doing the yearly inspection before the end of October.

→ **Roads/Streets** NONE

## Old Business:

**Snowplowing & Cindering Bids** – Waiting on other bids **TABLED**

**Mowing Dike Bids** – No bids **TABLED**

**Grant Status Update** – Council President Hotelling provided an overview of the grant surveys which stated - Collected the 56 Surveys needed However; the Borough did not qualify for the grant based on income being at 48%, it needed to be 51%. This means we were over the allowable limit for the grant based on income. Still researching for grants to assist with the water projects with the help from Jimmy Joe and possibly Penn Vest.

**Hydrant Replacement Update** - Council President Hotelling stated that the hydrant has been delivered, and the workers are working on getting the valves to loosen and turn.

**Tioga County Assessment Revision Update** – Council President Hotelling provided an update from the Tax Revision of the Church properties. They will remain the same for 2026; 2 taxable and 2 nontaxable.

**Storm Draining Cleaning Quote** – Costy's Energy Service sent a quote for drain cleaning \$365 - hour for 1 hydrovac, 1 operator, 2 hands to provide service. It was discussed to review how many drains the Borough has and which ones need to be cleaned before proceeding. **TABLED**

## New Business:

**Trick or treat** – Friday October 31<sup>st</sup> 6-8pm

## Zoning

- Permit 10-2025-1 – Approved
- Permit 10-2025-2 – Approved
- 17 Main Street commercial/residential approval letter- The buyer would have the opportunity to rebuild a single-family home on said property with the same footprint that is there and according to the zoning/building codes of the Lawrenceville Borough at that time.

**Tioga County Act 167 Stormwater Management Plan** – Watershed Plan Advisory Committee Acknowledgement, mandatory participation.

Motion was made by Councilman Gleason; Seconded by Councilman Urbano to participate and attend the mandated meetings. Roll Call Vote: 5/1 with Councilman Penzone No and Councilman Wetzel Absent. Motion Carried

**Due To – Due from Audit** – Treasurer Penny Jeffers explained that according to our Auditor EFPR, there is a shortfall of \$59,029.89 that needs to be reconciled prior to the 2024 approval. The funds are said to be monies that the water & sewer used to satisfy debt from the General Fund. Suggestion was to write off the amount or have the water & sewer department pay a portion back to the General Fund.

Motion was made by Councilman O’Dell; Seconded by Councilman Gleason to write off the amount of \$59,029.89 and not pay the funds back to the General fund. Roll Call Vote:4/2 with Councilmen Penzone and Urbano No and Councilman Wetzel absent. Motion Carried

**Library CD** – Council Vice President Gleason addressed Council about wanting authorization for himself and Lucy Losey to speak with C&N Bank about investing more funds into CDs and possible other options

**Library Debit Card Authorization** – Council Vice President Gleason stated that the library should have its own debit card.

Motion was made by Councilwoman Burrows; Seconded by Councilman O’Dell to authorize Lucy Losey as the user of the library debit card with a \$500.00 limit per transaction for library expenses. Roll Call Vote: 5/1 with Councilman Penzone No and Councilman Wetzel Absent. Motion Carried.

**Library Heating system quotes** - waiting on other quotes -**TABLED**

**Water Debit Card Deactivation** – Council VP Gleason stated that his current debit card needs to be deactivated and returned to the bank. He will take the card to C&N Bank himself.

Motion was made by Councilman Penzone; Seconded by Councilman O’Dell to deactivate the water debit card and to allow Council VP Gleason to return it himself. Roll Call Vote: 5/0 with Councilman Gleason Abstaining and Councilman Wetzel Absent. Motion Carried.

**General Fund Debit Card Authorization** – Council VP Gleason stated this debit card would replace the deactivated water card and allow items to be purchased from the General Fund instead of transferring fund back and forth between the water, sewer, and general fund accounts.

Motion was made by Councilwomen Burrows; Seconded by Councilman O’Dell to authorize Councilman Gleason to activate a debit card on the General Fund account. Roll Call Vote: 5/0 with Councilman Gleason Abstaining and Councilman Wetzel Absent. Motion Carried.

**Budget workshop set date(s) and advertise**

Motion was made by Councilwoman Burrows; Seconded by Councilman Gleason to advertise the budget workshop date for Monday October 27, 2025, at 6pm. Roll Call Vote: 6/0 with Councilman Wetzel Absent. Motion Carried.

## Visitors Open Forum

**Gordy Chilson** – \*Inquired about his property deposits; \*Inquired about the audit(s) and balancing out; \*Asked about the CDs and funding

**Robert Penzone** – Suggested that the income and expenses for the financial amounts be posted on the agenda

**Adam Butters** – Asked about possibly moving an EDU from one lot in the Trailer Park to another lot in the same park. He stated he spoke with DEP on this issue and was told it was up to the Borough. He will send the communication documents to the Borough to review.

**Karin Penzone** - \*Asked who would be doing the audit for the library debit card; \*Inquired about the two EDUs the Borough has been provided, wanting to know who would receive the EDUs?

## Adjournment

Motion was made by Councilman Gleason; Seconded by Councilwoman Burrows to adjourn the meeting at 8:15pm. Roll Call Vote 5/1 with Councilman Penzone No and Councilman Wetzel absent. Motion Carried.

**Next Meeting Monday November 3 @ 7pm**

**Jennifer Rumsey**

**Anna Hotelling**

---

**SECRETARY**

---

**PRESIDENT OF COUNCIL**