

A **reorganization meeting** of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, January 04, 2016** in the Borough Council Chambers, 55 South Fifth Street. Present: Councilmembers Bergonia, Cook, Cox, and Mahon and Councilmembers-Elect Derman, Frederick, and Morris. Also present: Mayor Wagner, Manager/Treasurer Lowthert, Solicitor Lyons, and Secretary Garrison. Members of the public present: None.

CALL TO ORDER: Mayor Wagner called the meeting to order at 7:00 PM, followed by the pledge of allegiance.

OATH OF OFFICE (COUNCIL): Mayor Wagner administered the Oath of Office to: Michael J. Derman, representing Ward I; Kathryn Morris, representing Ward III; and Gary L. Frederick, representing Ward IV. Councilmembers Derman, Morris and Frederick will each be serving a four year term of office with the term expiration of December 31, 2019. Mayor Wagner congratulated the newly elected Councilmembers and welcomed the returning Councilmember.

Mayor Wagner noted that there is a vacancy in Ward II at the present time and anyone interested in serving should provide the Borough with a letter of interest.

NOMINATIONS AND ELECTIONS FOR COUNCIL PRESIDENT AND COUNCIL VICE PRESIDENT: Mayor Wagner indicated she would now accept nominations for the position of President of Council.

Councilmember Mahon nominated Peter J. Bergonia, Jr. for the position of President of Council. There were no other nominations; nominations were closed. Mayor Wagner called for a roll call vote of Council.

BERGONIA: Cook, Cox, Derman, Frederick, Mahon, Morris and Bergonia

Peter J. Bergonia, Jr. was elected as President of Council by a 7-0 vote.

Mayor Wagner indicated she would now accept nominations for the position of Vice President of Council. Councilmember Bergonia nominated Susan P. Mahon. There were no other nominations; nominations were closed.

MAHON: Cook, Cox, Derman, Frederick, Mahon, Morris and Bergonia

Susan P. Mahon was unanimously elected as Vice President of Council by a 7-0 vote.

Mayor Wagner congratulated Council President Bergonia and Council Vice President Mahon for securing their elected positions. She relinquished the gavel to the President of Council, Peter J. Bergonia, Jr., to officiate the remainder of the reorganization meeting.

NOMINATIONS AND APPOINTMENTS OF BOROUGH MANAGER/TREASURER, BOROUGH SECRETARY AND BOROUGH SOLICITOR: President Bergonia asked for nominations for the position of Borough Manager/Treasurer. Councilmember Cook nominated William Lowthert to be appointed Borough Manager/Treasurer. President Bergonia called for a vote on this appointment. William Lowthert was unanimously appointed Borough Manager/Treasurer of the Borough of Lewisburg.

President Bergonia asked for nominations for the position of Borough Secretary. Councilmember Morris nominated Patricia M. Garrison to be appointed Borough Secretary. President Bergonia called for a vote on this appointment. Patricia M. Garrison was unanimously appointed Secretary of the Borough of Lewisburg.

President Bergonia asked for nominations for the position of Borough Solicitor. Councilmember Mahon nominated Andrew D. Lyons to be appointed Borough Solicitor. President Bergonia called for a vote on this appointment. Andrew D. Lyons was unanimously appointed Solicitor of the Borough of Lewisburg.

TERMS OF EMPLOYMENT FOR AT-WILL EMPLOYEES: Council President Bergonia said next are the terms of employment for the Borough Manager/Treasurer, Borough Secretary and Borough Solicitor.

Councilmember Morris made a motion, seconded by Councilmember Mahon to approve the terms of employment for the Borough Manager/Treasurer, as previously discussed and negotiated in the contract effective 01/01/16 through 12/31/17; to approve the terms of employment for the Borough Secretary, as previously discussed and negotiated in the contract effective 01/01/16 through 12/31/17; and to approve the terms of the letter dated December 31, 2015 for the Borough Solicitor, effective 01/01/2016 through 12/31/17. ON THE QUESTION: Councilmember Derman expressed his surprise that employees are nominated in the same way as the officers on Council. Solicitor Lyons clarified that we are talking about two at-will employees, who are also required to be "appointed" officials. The other employees are not at-will employees and are covered by a union contract. Motion was unanimously approved.

PENSION AND LEGAL ADVISORS: Councilmember Mahon made a motion, seconded by Councilmember Cook, to approve Rhoades & Owens Law Firm as legal consultant for pension/contract negotiations and/or issues for the Non-Uniformed employees; to approve Campbell, Durrant, Beatty, Palombo & Miller, P.C. for labor negotiations and/or issues; and Larson Design Group for engineering work. ON THE QUESTION: Councilmember Derman questioned the projects that Larson Design Group (LDG) would be assigned to perform. Manager Lowthert explained when the Borough has any project, the Borough asks LDG for a firm price for the project, whether it involves permitting, engineering design, bidding, etc. He noted LDG performs plan reviews on projects for Subdivision and Land Development (SALDO) work also. The relationship with LDG has been good and worked well in the past. There is the potential for some projects to pay for engineering costs out of grant funding, which the Borough hasn't done in the past. Depending upon the source of the grant funding, there may be requirements for procurement, which would mean a Request for Proposal (RFP) would have to be undertaken. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

OATHS OF OFFICE – COUNCIL

WARD II VACANCY

ELECTION OF COUNCIL PRESIDENT (PETER J. BERGONIA, JR.)

ELECTION OF COUNCIL VICE-PRESIDENT (SUSAN P. MAHON)

MANAGER/TREASURER (WILLIAM LOWTHERT)

BOROUGH SECRETARY (PATRICIA M. GARRISON)

SOLICITOR (ANDREW D. LYONS)

TERMS OF EMPLOYMENT FOR AT-WILL EMPLOYEES

MANAGER/TREASURER

SECRETARY

SOLICITOR

PENSION ADVISORS/LEGAL ADVISORS

Tuesday, January 04, 2016

PAYING EXPENDITURES IN ADVANCE: Councilmember Cox made a motion, seconded by Councilmember Derman, to approve paying bills prior to Council approval for the period of 01/01/16 through 12/31/17 to receive discounts as applicable. ON THE QUESTION: Councilmember Mahon questioned this action. Councilmember Morris stated this is standard procedure. Manager Lowther explained this would be for those bills that only provide a short window for payment before penalties are applied or for those bills that offer discounts for immediate payment, and Council receives a bill pay list monthly detailing the bills have been paid. Motion was unanimously approved.

COUNCIL APPOINTMENT OF CHAIRPERSON PRO TEM: Councilmember Mahon made a motion, seconded by Councilmember Cook, to appoint Councilmember Cox as the Chairperson Pro Tem, noting that he will preside in the absence of the President and Vice President, only if there is a quorum present. Motion was unanimously approved.

COUNCIL COMMITTEE APPOINTMENTS BY COUNCIL PRESIDENT: Council President Bergonia announced the Committee membership:

Administrative/Finance: Ed Cox, Chairperson; Kathryn Morris, Michael Derman
(Meeting held the second Monday of each month at 4:00 PM)

Public Works/Police: Susan Mahon, Chairperson; Gary Frederick, Ed Cox
(Meeting held the first Tuesday of each month at 8:00 AM)

**Community Development/
Planning:** Kathryn Morris, Chairperson; Susan Mahon, Rob Cook and Ward II
Representative

(Meeting held the second Thursday of each month at 5:00 PM, except for months of June, September and December, and then meeting will be held the third Thursday at 5:00 PM)

Council President Bergonia indicated that he, along with Judith T. Wagner will both serve as Ex-Officio members on all above committees.)

Manager Lowther commented that any Councilmember interested in attending a committee meeting they have not been assigned to are welcomed to do so, as these meetings have been advertised and there would not be a violation of the Sunshine Law. However, if you are not a committee member, you simply couldn't vote on the issues at the committee level.

EAST BUFFALO TOWNSHIP/BOROUGH OF LEWISBURG CONSOLIDATION AGREEMENT:

Manager Lowther reported there has been a long discussion about a consolidation study between East Buffalo Township (EBT) and the Borough of Lewisburg, bringing the two into one municipality. EBT, with the Borough's consent, submitted a grant application to the Department of Community and Economic Development (DCED) and received 60% funding for the consolidation study. Four firms responded, two firms were interviewed, and the Pennsylvania Economy League (PEL) was selected by EBT, and agreed upon by the Borough of Lewisburg, to conduct the consolidation study. The agreement with PEL was signed by EBT prior to the end of the calendar year 2015, as well as an agreement that the Township Solicitor prepared, which our Solicitor reviewed, for a cooperation agreement between the Borough and EBT. The Borough is responsible for 20% of the study costs up to a maximum of \$20,000.00. The new EBT Board is meeting tonight and there was a question about the number of public meetings that PEL was going to do as part of this consolidation study. It is believed the language in the cooperation agreement that has been signed by EBT will stay the same regardless. Since we do not have the agreement for our Council President to sign, the best we can do is authorize the Council President to sign the agreement once it has been received. There was **much** discussion.

Councilmember Cook made a motion, seconded by Councilmember Cox, to authorize the Council President's execution of the East Buffalo Township Consolidation Agreement to equally share the costs in excess of the grant funding, up to \$20,000.00, after the review and approval of the Borough's Solicitor. Motion was unanimously approved.

OTHER BUSINESS: Manager Lowther reminded Council of the LNC presentation that will occur at the work session scheduled for 7 PM next Tuesday the , with the primary presentation being the Bull Run Greenway Project. The following week the regular monthly meeting will be held at 7 PM on Tuesday the .

Manager Lowther indicated the Public Works/Police Committee will not be held tomorrow morning at 8 AM, so the meeting February 2nd will be the first meeting.

Solicitor Lyons stressed we have until January's meeting to appoint someone from Ward II to fill the vacancy, otherwise the Vacancy Board goes into effect. It is chaired by Trey Casimir, who was appointed by Council. There was **much** discussion of potential candidates.

Manager Lowther provided an update on the VanSant Project, explaining additional funding requests made to FEMA/PEMA and the actual local share costs.

ADJOURNMENT: There being no further business, Councilmember Cook made a motion, seconded by Councilmember Frederick, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 07:55 PM.

Respectfully submitted,

Patricia M. Garrison
Borough Secretary

**PAYING
EXPENDITURES IN
ADVANCE**

**COUNCIL
APPOINTMENT OF
CHAIRPERSON
PRO TEM
(ED COX)**

**COUNCIL
COMMITTEE
APPOINTMENTS**

**CONSOLIDATION
STUDY**

**COUNCIL
PRESIDENT
AUTHORIZED TO
EXECUTE
CONSOLIDATION
AGREEMENT TO
EQUALLY SHARE
COSTS IN EXCESS
OF GRANT
FUNDING**

**OTHER BUSINESS
REMINDER OF
UPCOMING WORK
SESSION/
REGULAR
COUNCIL
MEETING**

WARD II VACANCY

**UPDATE ON
VANSANT
PROJECT**

ADJOURNMENT