

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, January 17, 2012** in the Council Chambers, 55 South Fifth Street. Present: Council Vice President Mahon; Councilmembers Casimir, Cox, Morris, Robinson, and Strosser; Mayor Wagner; Chief Yost; Manager/Treasurer Smith; Solicitor Lyons; and Secretary Garrison. Absent: Council President Bergonia. Also present: Larry Erdley, Mark Carollo, Steven Beattie, and James Hamill.

**CALL TO ORDER:** Council Vice President Mahon called the meeting to order at 7:00 PM, followed by the pledge of allegiance.

**APPOINTMENT OF WARD IV COUNCILMEMBER:** Councilmember Casimir made a motion, seconded by Councilmember Morris, to adopt Resolution No.12-01 appointing Kenneth N. Baker, Jr. to fill the vacant Ward IV Councilmember seat. Motion to adopt Resolution No. 12-01 was unanimously approved.

Mayor Wagner administered the Oath of Office to Kenneth N. Baker, Jr., representing Ward IV. Mayor Wagner congratulated Councilmember Baker on his appointment. (Note: Councilmember Baker will serve a two year term expiring 12/31/2013, although the term expiration for this seat is December 31, 2015.)

**APPROVAL OF MINUTES:** Motion was made by Councilmember Strosser, seconded by Councilmember Casimir, to approve the minutes of the regular Council meeting held December 20, 2011. Motion was unanimously approved.

Motion was made by Councilmember Morris, seconded by Councilmember Cox, to approve the minutes of the reorganization meeting held January 03, 2012. Motion was unanimously approved.

**PUBLIC PARTICIPATION:** Larry Erdley, Fire Board Chairman for William Cameron Engine Company, distributed and presented the Operations Report for 2011, highlighting all the activity. Also present was Mark Carollo, Fire Chief. Mr. Erdley reported there were 2,338 emergency medical service calls, which is a record. Manager Smith applauded the Fire Company for the excellent job they do.

Councilmember Cox explained as a result of the malfeasance that has occurred in various organizations within the area, it was decided a full audit should be performed on the William Cameron Engine Company. Mr. Erdley explained the East Buffalo Township Supervisors felt it would be good to conduct an audit and all municipalities agreed to cover the cost. This audit was performed by Douglas Parker, CPA, and all funds were found to be in order. Councilmember Strosser asked the status of the improvements to the fire hall. Mr. Erdley reported the only work planned at this time is to change the bay on the east side from three doors to two doors in order to accommodate the width of the ambulances. Mayor Wagner thanked Mr. Erdley for his dedication of time and work, and stressed it is because of Mr. Erdley's consistent leadership over the years that the Fire Company is in the good shape it is in.

Steve Beattie, Emergency Management Coordinator (EMC), thanked Council for the opportunity to be the EMC in 2011 and reported he has completed his training. In lieu of the flooding, etc. that occurred last year, it became apparent that our Emergency Management Plan needs an overhaul. He hopes to assist in this overhaul, along with the Manager, Borough Staff, and outside agencies to make this plan useful. During the September flooding event we opened our Emergency Operations Center; a lot of feedback was received and he intends to have a better public outreach in the future. Manager Smith reviewed the Emergency Management set-up as it currently exists, explaining that having an EMC is a requirement of the County and the State. As a result of Tropical Storm Lee the Borough will be receiving a little over \$10,000 in labor reimbursement through FEMA, almost \$3,000 in parks and recreation reimbursement, and \$75,000 to re-install of rip rap along Bull Run in the area of Kidsburg.

**POLICE COMMITTEE:** No meeting due to reorganization.

Council Vice President Mahon shared that Council President Bergonia indicated his desire to have Councilmember Baker serve on the Public Works Committee and the Police Committee. The Public Works Committee meets the first Monday of each month at 5 PM and the Police Committee meets the first Tuesday of each month at 5 PM.

**PLANNING COMMITTEE:** Councilmember Casimir made a motion, seconded by Councilmember Morris, to approve HARB application a, as submitted, and recommended by HARB. Motion was unanimously approved.

**a. Sovereign Bank/239 Market Street/Repair of Drive-Thru Canopy.** An application was submitted to and reviewed by HARB for repair of the drive-thru canopy. A motion was made by Elaine Wintjen, seconded by Kim Walter, to recommend approval of the repair of the drive-thru canopy, as indicated in the HARB application under project description and the attached scope of work, with the change that a flush mounted light fixture be installed as currently exists, and that said light meet zoning requirements. Motion was unanimously approved.

**ATTENDANCE**

**CALL TO ORDER**

**APPOINTMENT OF WARD IV COUNCILMEMBER (KENNETH N. BAKER, JR.)**

**OATH OF OFFICE**

**APPROVAL OF MINUTES**

**PUBLIC PARTICIPATION LARRY ERDLEY**

**AUDIT OF WILLIAM CAMERON FIRE COMPANY**

**STEVE BEATTIE**

**POLICE COMMITTEE**

**COUNCILMEMBER BAKER TO SERVE ON PUBLIC WORKS COMMITTEE AND POLICE COMMITTEE**

**PLANNING COMMITTEE HARB**

**SOVEREIGN BANK**

Tuesday, January 17, 2012

Councilmember Casimir made a motion, seconded by Councilmember Cox, to accept the resignation of M.J. Stoneburg from the Shade Tree Commission effective December 31, 2011. Motion was unanimously approved. Councilmember Casimir noted the Shade Tree Commission now has two vacancies.

Councilmember Casimir made a motion, seconded by Councilmember Morris, to approve the request of HRG, Inc. (letter dated January 04, 2012), on behalf of Diakon Lutheran Social Ministries, for a thirty day extension for the land development plan review and approval process. ON THE QUESTION: Manager Smith indicated action is needed by Council, because no action on the extension would mean it would be deemed approved. Motion was unanimously approved.

Councilmember Casimir made a motion, seconded by Councilmember Strosser, to direct the Solicitor to amend the Vehicle and Traffic Ordinance to remove the handicapped parking space from South Fifth Street (first space north of Pine Alley). ON THE QUESTION: Manager Smith explained this is to simply clean up our ordinance. To officially be able to enforce a handicapped parking sign, it must be in an ordinance. Typically when the Borough places handicapped parking signs for residents, they are viewed as temporary and a courtesy to a resident and they are not placed in our ordinance book.

Councilmember Casimir made a motion, seconded by Councilmember Strosser, to appoint Peter J. Bergonia, Jr. to serve on the Central Keystone Council of Governments (CK-COG) Board, filling the vacancy created by the resignation of John Baker. ON THE QUESTION: Manager Smith explained our Council President said he would be willing to serve on a *temporary* basis, as his hope is once our two newest Councilmembers get through the initial learning phase that *they* might have an interest in serving. Councilmember Casimir explained the CK-COG manages Zoning and Code Enforcement, so they have a big influence over life in the Borough; Council has very little influence over them. Having a Councilmember on this Board allows the Borough to have communication and information access.

**PUBLIC WORKS COMMITTEE:** Councilmember Strosser made a motion, seconded by Councilmember Morris, to appoint Larson Design Group, Inc. (LDG) as the Borough Engineer for 2012 per the Master Services Agreement dated January 17, 2012, contingent upon the Manager's approval and the Solicitor's approval of same. ON THE QUESTION: Councilmember Casimir asked if the terms are similar to those in the past. Manager Smith said there is a zero retainer, and the terms are very similar. Our Solicitor reviewed this and had a number of questions; if we were unable to come to an agreement, this would come back before Council. Solicitor Lyons explained he had discussions with LDG representatives and believes a solution will be reached regarding the disputed items which are liability and indemnification issues. Manager Smith explained the Borough's history with regard to engineering services. Motion was unanimously approved.

**FINANCE COMMITTEE:** Councilmember Cox made a motion, seconded by Councilmember Casimir, to approve payment of the bills from 12/17/11 through 01/13/12 in the amount of \$261,639.85. Motion was unanimously approved.

Councilmember Cox made a motion, seconded by Councilmember Casimir, to adopt modifications to the 2012 Final Budget (starting cash amounts and unappropriated line items) as presented on Budget Modification Summary Sheet dated January 03, 2012 prepared by Manager. ON THE QUESTION: Manager Smith explained he developed the budget in 2011 and had to make projections through year end. Effective December 31<sup>st</sup>/January 01<sup>st</sup> we actually knew the year end numbers; so this summary captures the exact numbers rolled over from 2011 to 2012. Typically we adjust the unappropriated line item in each account as necessary. Also there were funds that then needed to be adjusted plus/minus. An example, the Street Light Fund was less than anticipated as many parts needed to be purchased around year end. Because the Street Light Fund difference was substantial and the unappropriated couldn't handle it, he had to make other adjustments to various line items, decreasing as necessary. Motion was unanimously approved.

Manager Smith stated he will provide a training session to the new Councilmembers in the very near future to explain in detail the Borough's financial structure and budgeting system.

Councilmember Cox indicated the BVRPD needs an additional \$33,600 for the month of February. Manager Smith explained that next year there will be four contributions made quarterly. Because the BVRPD is not up and running yet, the Borough has been providing funding piecemeal. That money will be provided, as it was already approved by Council, and will be decreased from the amount of money already budgeted for the BVRPD. However, since the Borough has not received any tax monies yet, our General

M.J. STONEBURG  
RESIGNATION/  
STC

30 DAY  
EXTENSION  
REQUEST  
GRANTED TO  
DIAKON (LAND  
DEVELOPMENT  
PLAN REVIEW)

SOLICITOR TO  
REMOVE  
HANDICAPPED  
PARKING SPACE  
ON SOUTH FIFTH  
STREET

PETER J.  
BERGONIA, JR.  
APPOINTED TO  
SERVE ON THE  
CK-COG BOARD

PUBLIC WORKS  
COMMITTEE  
LARSON DESIGN  
GROUP  
APPOINTED  
BOROUGH  
ENGINEER FOR  
2012

FINANCE  
COMMITTEE  
PAYMENT OF  
BILLS

MODIFICATIONS  
TO 2012 FINAL  
BUDGET  
APPROVED

TRAINING FOR  
NEW COUNCIL-  
MEMBERS

Tuesday, January 17, 2012

Fund is extremely low. He asked that Council authorize a transfer of funds, which would be a temporary loan, from the Highway Equipment Depreciation Fund until such time as tax monies start coming in, and then we would pay the Highway Equipment Depreciation Fund back.

Councilmember Casimir made a motion, seconded by Councilmember Morris, to grant the Manager the authority to move money from the Highway Equipment Depreciation Fund to General Fund, as necessary to cover this payment to the BVRPD and/or other expenses until tax monies start coming in. Motion was unanimously approved.

**MAYOR:** Mayor Wagner updated Council on a Traffic Committee initiative; they are preparing public service announcements to be on WKOK radio regarding pedestrian safety. Harry Yohn, a child/minor, will be the spokesperson presenting these tidbits of information. Chief Yost stressed someone within the Borough should review the information prior to it being released to the public, and it should be a taped public service announcement. There was **much** discussion.

**POLICE CHIEF:** Chief Yost said everything is on track for the BVRPD start date of February 6<sup>th</sup>; there is a coordination of computer, telephone, and internet services in the works. The officers are in the process of voting by seniority on the shift they want to work. Manager Smith commented this is technically our last meeting prior to the BVRPD becoming active. Chief Yost said there are a series of technicalities that need to take place, i.e. disbanding the department, etc. but nothing that needs done now. From the public's point of view, this change should be seamless. In the near future he hopes to arrange for a grand opening, and follow up with a public relations outreach. There was **much** discussion.

**COUNCIL PRESIDENT:** Council President Bergonia was absent; there were no comments from Council Vice President Mahon.

**SOLICITOR:** No report.

**MANAGER:** Councilmember Strosser made a motion, seconded by Councilmember Casimir, to appoint Bud Hiller to the Lewisburg Planning Commission, term expiration 12/31/15. Motion was unanimously approved.

Councilmember Robinson made a motion, seconded by Councilmember Morris, to appoint Patricia McCormick to the Traffic Advisory Committee, term expiration 12/31/16. Motion was unanimously approved.

Councilmember Morris made a motion, seconded by Councilmember Cox, to approve per capita tax exonerations for 2011 in the amount of \$50.00, as submitted by Tax Collector. Motion was unanimously approved.

**OLD BUSINESS:** There was none.

**NEW BUSINESS:** There was none.

**WRITTEN REPORTS:** Councilmember Morris made a motion, seconded by Councilmember Casimir, to acknowledge receipt of the Budget Index; Police and Parking Report, Zoning Officer Report, and Code Enforcement Officer Report. Motion was unanimously approved.

**WORK SESSION:** Council Vice President Mahon stated at this time it doesn't appear a work session is needed February 14, 2012.

There being no further business, Councilmember Casimir made a motion, seconded by Councilmember Robinson, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 8:20 PM.

Respectfully submitted,

Patricia M. Garrison  
Borough Secretary

**TRANSFER OF  
MONIES  
(TEMPORARY  
LOAN) FROM  
HIGHWAY  
EQUIPMENT  
DEPRECIATION TO  
GENERAL FUND**

**MAYOR**

**POLICE CHIEF**

**COUNCIL  
PRESIDENT**

**SOLICITOR**

**MANAGER  
PLANNING  
COMMISSION  
APPOINTMENT (B  
HILLER)**

**TRAFFIC  
ADVISORY  
COMMITTEE  
APPOINTMENT (P  
MCCORMICK)**

**PER CAPITA TAX  
EXONERATIONS  
FOR 2011**

**OLD BUSINESS**

**NEW BUSINESS**

**WRITTEN  
REPORTS**

**WORK SESSION**

**ADJOURNMENT**