

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, April 19, 2016**, in the Council Chambers, 55 South Fifth Street. Present: Council President Bergonia; Councilmembers Cook, Cox, Mahon, Morris and Yohn; Mayor Wagner, Solicitor Lyons, Manager Lowther, Secretary Garrison and BVRP Chief Yost. Absent: Councilmembers Derman and Frederick, as they were attending a Pennsylvania Municipal League Regional meeting. Also present: Aly Reichenbach, David Hines, Teri Provost, Heidi Zimmerman, Sam Pearson and Matt Farand.

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

APPROVAL OF MINUTES: Motion was made by Councilmember Morris, seconded by Councilmember Cox, to approve the minutes of the March 15, 2016 regular monthly meeting. Motion was unanimously approved.

PUBLIC PARTICIPATION: Teri Provost of SEDA-COG explained the details of a proposed budget revision, which would allow the transfer of Federal Fiscal Year 2014 Community Development Block Grant Program funds from the South Sixth Street Reconstruction Project to the Lewisburg Borough-Wide Curb Cuts Project taking place on the north side of the Borough.

Lee Shaffer, an Eagle Scout for Troop 538, presented a handout dated April detailing his ideas, along with drawings, for the Cherry Alley Pocket Park along North Third Street, which includes the placement of a bench, plants/shrubs, a tree for placement in the vacant tree well, as well as appropriate signage showing the name of the park that would include the history of this park. Manager Lowther provided a business card to Mr. Shaffer and pointed out the most maintenance free bench would be appreciated, since the Borough will be taking care of the maintenance of this park, and he reminded Mr. Shaffer that he must talk to the Shade Tree Commission to get their approval on the type of tree to be planted in the tree well.

PUBLIC WORKS/POLICE COMMITTEE: Councilmember Morris made a motion, seconded by Councilmember Cook, to approve submittal of a budget revision to the Pennsylvania Department of Community and Economic Development (DCED) for FFY 2014 CDBG Program, specifically as follows: 1) South Sixth Street Reconstruction's Current Budget \$49,953.00 – Revised Budget \$0.00; 2) Lewisburg Borough-wide Curb-cuts' Current Budget \$28,820.00 – Revised Budget \$78,773.00. Motion was unanimously approved.

Councilmember Morris made a motion, seconded by Councilmember Cook, to approve of the Cherry Alley Pocket Park Project, as presented this evening by Lee Shaffer, an Eagle Scout, conditional upon the STC approval of the street tree to be planted, the Borough Manager and Street Foreman approving the placement of the shrubs and bench (due to having to accommodate snow plowing/mowing), and Council being given the opportunity to review and approve the signage that will be placed in this pocket park located along North Third Street. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Cook, to direct the Manager to have necessary bid documents developed, then let for bid, for the necessary Roof Repair Project at the Borough Hall located at 55 South Fifth Street. **ON THE QUESITON:** Manager Lowther indicated the cost of this project greatly exceeds the Borough's ability to just accept quotes. Motion was unanimously approved.

Council received the Buffalo Valley Regional Police Department's monthly report. Mayor Wagner commended the Chief for the detailed analysis he provided with regard to savings shown as a result of the merger. Chief Yost indicated that was a direct response to the concerns expressed by East Buffalo Township. He could provide the same analysis for the Borough, if requested. He reported he is proceeding with the process for the promotion of two corporals.

Manager Lowther pointed out that Council had directed six meters be installed on North Second Street between St. John Street and Cherry Alley. This was a result of the business owner of the Second Street Smokehouse Grill coming before Council, as well as another business, University Hair Design, requesting parking meters be reinstalled. Discussions were held after the installation of the six meters, which lead to a recommendation that an additional six meters be installed in that block, making the entire block metered parking as it had been previously. So, total meter count will be twelve, and this meets the language of the Ordinance No. 1040 adopted by Council. There was **much** discussion. It was the sense of Council that the Manager be directed to install the additional six meters making that entire block of North Second Street between St. John Street and Cherry Alley metered parking.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Cook made a motion, seconded by Councilmember Yohn, to approve HARB items a through e, as submitted and recommended by HARB. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

PUBLIC PARTICIPATION
TERI PROVOST

LEE SHAFFER

PUBLIC WORKS/POLICE COMMITTEE
BVRPD MONTHLY REPORT

APPROVAL OF CHERRY ALLEY POCKET PARK PROJECT AS PRESENTED BY EAGLE SCOUT LEE SHAFFER WITH CONDITIONS

APPROVAL OF BID PROCESS FOR NECESSARY ROOF REPAIRS (BOROUGH HALL)

BVRPD MONTHLY REPORT

CLARIFICATION WITH REGARD TO NUMBER OF PARKING METERS PLACED ALONG NORTH SECOND STREET BETWEEN ST JOHN STREET AND CHERRY ALLEY

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE
HARB

Tuesday, April 19, 2016

a. Townhouses of St. George/10-12-14-16 St. George Street/Fence. An application was submitted to and reviewed by HARB for a fence. A motion was made by Mary Mastascusa, seconded by Rob Cook, to recommend approval of the fence as described in the project description of the HARB application, design per image attached to the application, to be cedar or hemlock, 6' high and painted and/or stained within one year. Motion was unanimously approved.

b. Keith/Tamera Durocher/22 South Seventh Street/Front Door. An application was submitted to and reviewed by HARB for a new front door. A motion was made by Kim Walter, seconded by Elaine Wintjen, to recommend approval of a new door as described in the project description of the HARB application, design per image attached to the application. Motion was unanimously approved.

c. Kevin Gardner/102 Brown Street/Siding and Windows. An application was submitted to and reviewed by HARB for new siding and windows. A motion was made by Kim Walter, seconded by Mary Mastascusa, to recommend approval of new siding and windows, siding to be brushed or smooth finish, front door to be restored, windows to be one over one double hung in existing opening/same size, with necessary painting and repair of porch. Motion was unanimously approved.

d. Robert Lack/60 North Eighth Street/Sign. An application was submitted to and reviewed by HARB for a sign. A motion was made by Rob Cook, seconded by Mary Mastascusa, to recommend approval of a new sign as described in the project description of the HARB application, design per image attached to the application. Motion was unanimously approved.

e. Barbara Kalin/Nevin Diehl/212 South Second Street/Fence-Shed. An application was submitted to HARB for a fence and shed. A motion was made by Rob Cook, seconded by Kim Walter, to recommend approval of the placement of fence and shed, designs per images attached to the application, and the potting shed may be adjusted onsite at owners' discretion to maximum sun exposure. Motion was unanimously approved.

Council President Bergonia appointed Councilmember Yohn to serve on the LNC Board of Directors; he thanked Councilmember Yohn for volunteering to represent Council. Manager Lowthert clarified this would be for the current term due to expire December 31, 2016.

Councilmember Morris explained there will be a sub-committee established to review the Borough sign ordinance. She, along with Michael Derman, will co-chair this sub-committee. She indicated we will need: a representative from the LDP Board, two merchants (one that supports the illuminated signage, one that does not support the illuminated signage), a representative from the Planning Commission (there is a possibility there are two interested Planning Commission members), and a HARB representative. Hopefully soon we will have names and will be scheduling dates and times for this sub-committee to meet. We will collect and review data, coming up with an informal structure/recommendation for Council prior to the writing of an ordinance. Our Zoning Officer, David Hines, has indicated his willingness to help with this project. Manager Lowthert said this sub-committee will update the Community Development/Planning Committee monthly of their progress. Councilmember Morris asked if we could possibly poll the community in some way through the Borough's Enlightener. Manager Lowthert suggested possibly using the website for this.

Councilmember Morris reminded Council there is a vacancy on the Planning Commission (term expiration 12/31/17) and HARB (term expiration 12/31/18); one individual has expressed an interest in serving on the Planning Commission, and three individuals have expressed an interest in serving on HARB. There is also a vacancy on MACAC. Councilmember Cox reported there will be a retreat held at Bucknell University on Thursday and Friday evenings this week from 6 to 9 PM for MACAC members, which will be conducted by Bill Seigel of SEDA-COG.

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Cox made a motion, seconded by Councilmember Morris, to approve the payment of bills from 03/12/16 through 04/15/16 in the amount of \$387,102.98. Motion was unanimously approved.

Councilmember Cox made a motion, seconded by Councilmember Cook, to acknowledge receipt of the 2015 Annual Audit of the Borough's Financial Statements performed by J.H. Williams & Company, LLP. ON THE QUESTION: Manager Lowthert reported he reviewed this audit report and there was nothing flagged as a concern. He stated this a well-run Borough. Motion was unanimously approved.

Councilmember Cox made a motion, seconded by Councilmember Morris, to proceed with the purchase of a new refuse truck utilizing Refuse Depreciation Funds, as approved in the 2016 budget, with appropriate arrangements to be made for the trade-in or sale via bid process of the old refuse truck. ON THE QUESTION: Manager Lowthert reported this purchase will be a Co-Stars purchase which meets the Commonwealth's bidding requirements. Motion was unanimously approved.

MAYOR: Mayor Wagner indicated a work session was held to discuss the jersey barriers located at the intersection of Brown and South Third Streets. A suggestion was made for the placement of two stop signs; however, there has been much discussion since that time. She asked the Manager and Chief to comment. Manager Lowthert said the Interim Borough Manager pointed out the jersey barriers located at Brown and South Third Streets were very out of character for Lewisburg. As such, the Borough has been looking for another solution. There are many issues as a result of these barriers and they were to be a temporary fix. Since the stop signs were not viewed favorably by the Borough Engineer and Police Chief, we need to investigate other options. Chief Yost said the engineer's suggestion for the extension of the curb is exactly what he had suggested as it would better create a look of an intersection and clearly show the flow-thru of traffic on Third Street. The other thing he talked about eight years ago was to create Brown Street from St. George Street as one-way. Manager Lowthert stated he liked the idea of South Second Street from St. Louis Street being one-way south as it would allow parking

TOWNHOUSES OF ST GEORGE

K DUROCHER

K GARDNER

R LACK

B KALIN/N DIEHL

COUNCILMEMBER SUSAN YOHN APPOINTED TO LNC BOARD (EXPIRATION 12/31/16)

SUB-COMMITTEE ESTABLISHED TO REVIEW BOROUGH SIGN ORDINANCE

CURRENT VACANCIES

MACAC RETREAT TO BE HELD AT BUCKNELL UNIVERSITY

ADMINISTRATIVE/FINANCE COMMITTEE PAYMENT OF BILLS

RECEIPT OF 2015 ANNUAL AUDIT OF THE BOROUGH'S FINANCIAL STATEMENTS

AUTHORIZATION OF PURCHASE OF NEW REFUSE TRUCK

MAYOR DISCUSSIONS OF JERSEY BARRIER AT BROWN AND SOUTH THIRD STREETS

Tuesday, April 19, 2016

on both sides of South Second Street; it would also create more parking for the courthouse. Mayor Wagner commented we need to be as friendly as we can to our government buildings to keep them in town. There was **very much** discussion. Manager Lowthert said we could try some of the suggested options, i.e. paint on the roadway, use of reflectors and the repositioning the do not enter signs temporarily, etc. to see what may work, and then depending what happens, of course we could put the barriers back and budget for a traffic study in 2017. Heidi Zimmerman, owner of 50 Brown Street, shared her feeling that a significant barrier is needed at that location and she agrees the jersey barriers are ugly, but they were only to be temporary. The discussion shouldn't be whether to keep the barrier or get rid of the barrier, but what are we going to *replace* that barrier with. She also pointed out the people that are going the wrong way down that street *know* that it is a one-way street and they are doing it anyway. Councilmember Morris said Council has agreed that Brown Street should be kept one-way. Councilmember Cook mentioned the idea of a swinging gate at that location. Manager Lowthert suggested Council take the opportunity to go out there and walk around, thinking of all the options discussed and know that we can pursue the traffic study in 2017 if we can't find something that will work. He said again, we can try the paint on the roadway, reflectors and repositioning of the do not enter signs, and we will know in a very short period of time whether it is working. Replacement of the jersey barriers will always be an option until an appropriate traffic study can be conducted in 2017.

Mayor Wagner gave some background on David Seybold, a local artist that has graciously provided some of his paintings here in our Council Chambers. She indicated she has been attending the Wednesday merchant meetings, the Regional Police meetings, the LNC meetings, and all is going well. Also, the river charrette is going to be held at the Lewisburg Club on the of this month from 6 to 9 PM. She stated she is proud of everything that is taking place in this Borough.

COUNCIL PRESIDENT: Council President Bergonia reminded everyone that the Arts Festival takes place this weekend, and the theme is the river; he suggested everyone attend.

SOLICITOR: No report.

MANAGER: No report.

OTHER COMMITTEES: Council President Bergonia reported the BVRA had a work day last week with 35 volunteers and we are now getting ready to open the pool in May.

Councilmember Morris indicated Linda Sterling's last day with the LDP is April and that evening there will be a party from 5:30 to 7:30 PM at the Lewisburg Club's Pine Room; everyone is invited to "drop bye and say by" that evening. She asked that when the Manager gets the invitation, that he forward it to all Councilmembers.

Mayor Wagner indicated no Town and Gown Committee meeting was held as we are in a transitioning phase.

Sam Pearson reported on behalf of the LNC that there have been numerous successful clean-ups that have taken place and she believes there have been 260 volunteer hours this month.

Manager Lowthert said the Borough crew is gearing up for the STC's Arbor Day celebration to be held April in the St. Mary Street Park.

Council President Bergonia indicated things are going very well at the CK-COG; they are extremely busy. David Hines asked if discussions will be held tonight on the proposed fee schedule. Manager Lowthert said this isn't ready for discussion at the Council level yet, but it is on the agenda for the Community Development/Planning Committee meeting, which is Thursday, May at 5 PM.

Councilmember Morris said the Community Garden Committee is moving along and pointed out that our Council President actually was down there helping them install an irrigation system. She again reminded everyone that the plant (vegetables and flowers) sale, which is a fundraiser, is May . She shared that she heard the greenhouse located on St. Anthony Street was purchased by Ernie Ritter and Scott Kling and they are encouraging people to use that greenhouse.

Councilmember Cox said he has nothing more to share on the MACAC.

OLD BUSINESS: None.

NEW BUSINESS: None.

WRITTEN REPORTS: Councilmember Mahon made a motion, seconded by Councilmember Cook, to acknowledge receipt of the Budget Index, Parking Report, Code Enforcement Officer Report and Zoning Officer's report. Motion was unanimously approved.

**LOCAL ARTISTS
DISPLAY PAINTINGS
IN COUNCIL
CHAMBERS**

COUNCIL PRESIDENT

SOLICITOR

MANAGER

**OTHER COMMITTEES
BVRA**

LDP

**TOWN AND GOWN
COMMITTEE**

LNC

STC

CK-COG

**COMMUNITY GARDEN
COMMITTEE**

MACAC

OLD BUSINESS

NEW BUSINESS

WRITTEN REPORTS

Tuesday, April 19, 2016

WORK SESSION: Council President Bergonia indicated there is no need for a work session on Tuesday, May . Should that change, Council will be notified by the Manager.

Council President Bergonia called for a five minute recess at 8:10 PM. Council returned at 8:15 PM.

Councilmember Mahon made a motion, seconded by Councilmember Morris, to hold an executive session on a legal issue for possible pending litigation and a personnel issue. Motion was unanimously approved.

Council entered executive session at 8:15 PM. Council returned at 9:00 PM

There being no further business, Councilmember Cox made a motion, seconded by Councilmember Cook, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 9:00 PM.

Respectfully submitted,

Patricia M. Garrison
Borough Secretary

WORK SESSION

RECESS

**EXECUTIVE SESSION ON
POSSIBLE PENDING
LITIGATION AND
PERSONNEL MATTERS**

(EXECUTIVE SESSION)

ADJOURNMENT