

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, May 21, 2013** in the Council Chambers, 55 South Fifth Street. Present: Council President Bergonia; Councilmembers Baker, Casimir, Cox, Mahon, and Morris; Mayor Wagner; Manager/Treasurer Smith; Solicitor Lyons; and Secretary Garrison. Absent: Councilmembers Robinson and Strosser. Also present: Ross Wiley, Grace Mahon, Olivia Mahon and Matt Farrand.

**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 Mahon, to approve the minutes of the regular Council meeting held April 16, 2013. Motion was unanimously approved.

**PUBLIC PARTICIPATION:** Grace Mahon representing the First Community Foundation explained the details of the Buffalo sponsorship being done in conjunction with the Union County Bicentennial Celebration. She indicated every Borough and Township in Union Council will receive a buffalo and will be asked to participate. Discussions ensued regarding various ideas for the decorating/painting of the buffalo. Suggestions were made that a contest be held and that the drawings submitted be judged by the Mayor, the Police Chief and the Council President; the winner being the one to actually decorate/paint the official Borough buffalo. It was noted the judges could recruit others, if need be, to help them to judge the drawings submitted. The Manager was asked to prepare an application to be made available to all residents interested in participating in the contest.

Councilmember Casimir made a motion, seconded by Councilmember Morris, to direct the Manager to prepare an application for the contest to decorate the Borough's buffalo, with the application clearly indicating the submission must be made to the Borough Office no later than June 18<sup>th</sup>. Motion was unanimously approved.

**POLICE COMMITTEE:** No meeting in May. Chief Yost distributed and reviewed his 2013 monthly activity report in detail.

Manager Smith reported that Chief Yost has been looking for another location to house the Buffalo Valley Regional Police Department (BVRPD), as the current lease expires in 2014. Chief Yost indicated he was successful at finding adequate square footage in the Union County Housing Authority building located at 1610 Industrial Boulevard. He explained the necessary renovation work that would be needed to this building. Also, he shared the costs per square foot for his current building vs. the costs per square foot of the new building. There was **much** discussion. Chief Yost indicated it is possible there is grant funding for financial assistance, which he would pursue. His research showed that almost all the Police agencies lease vs. own. Mayor Wagner indicated their strategic plan addresses the current lack of space, so this move would be a very good one. Solicitor Lyons clarified that the BVRPD is its own entity and can do whatever they want to do. According to the Intergovernmental Agreement that is in place, the Borough and East Buffalo Township clearly are responsible for the BVRPD should the Department fail. It was the sense of Council to support a location move if the Chief feels it is in their best interest. Mayor Wagner asked if there could be an official vote of Council in this regard.

Councilmember Casimir made a motion, seconded by Councilmember Morris, to support/endorse the concept of the BVRPD exploring other options of housing. Motion was unanimously approved.

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

**a. Margaret Yost (Café Stream)/428 Market Street/Signage.** An application was submitted to and reviewed by HARB for signage. A motion was made by Steve Snook, seconded by Kim Walter, to approve the signage as presented in the attachments to the HARB application and as described in the project materials section of the HARB application, with actual size to be confirmed by Zoning Officer. Motion was unanimously approved.

**b. Brad-Wanda Shively/620-624 St. George Street/Siding.** An application was submitted to and reviewed by HARB for siding. A motion was made by Elaine Wintjen, seconded by Mary Mastascusa, to approve the application for siding as presented and described in the project description/materials section of the HARB application, specifically with three decorative window hoods and eave brackets to be preserved in place. Motion was unanimously approved.

**c. Andrew Ciatola-Katie Hays/227 North Third Street/Windows.** An application was submitted to and reviewed by HARB for replacement windows. A motion was made by Steve Snook, seconded by Kim Walter, to approve the replacement windows as stated in the HARB application under project description, and as shown in the attached brochure, specifically with 2 over 2 simulated divided lights with existing window trim *not* altered. Motion was unanimously approved.

**d. Susan Kauffman-Black Dog Jewelers/437 Market Street/Signage.** An application was submitted to and reviewed by HARB for signage. A motion was made by Mary Mastascusa, seconded by Steve Snook, to approve the signage as presented in the attachment to the HARB application and as described in the project materials section of the HARB application. Motion was unanimously approved.

**ATTENDANCE**

**CALL TO ORDER**

**APPROVAL OF MINUTES**

**PUBLIC PARTICIPATION**

**GRACE MAHON/  
FIRST COMMUNITY  
FOUNDATION**

**DECORATION OF  
BUFFALO IN  
CONJUNCTION  
WITH UNION  
COUNTY  
BICENTENNIAL  
CELEBRATION**

**MANGER TO  
PREPARE  
APPLICATION FOR  
DECORATING  
CONTEST**

**POLICE  
COMMITTEE**

**UPDATE ON  
HOUSING OF  
BVRPD**

**COUNCIL  
SUPPORT OF  
EXPLORATION OF  
OPTIONS FOR  
BVRPD HOUSING**

**PLANNING  
COMMITTEE  
HARB**

**M YOST**

**B SHIVELY**

**A CIATOLA**

**S KAUFFMAN**

Tuesday, May 21, 2013

Councilmember Casimir made a motion, seconded by Councilmember Mahon, to adopt Resolution No. 13-04, placement of Cavalcade of Champions Drum and Bugle Corps competition banner across State Highway (Market Street) and the submittal of same to PennDOT. ON THE QUESTION: Councilmember Casimir asked if the banner fee was paid or if the Manager confirmed this event funds the Fourth of July Parade. Manager Smith indicated the Borough, a few years back, agreed to no longer contribute money to the Fourth of July festivities and in turn agreed to not bill for the miscellaneous work the Borough does for this event. Motion was unanimously approved.

Councilmember Casimir made a motion, seconded by Councilmember Mahon, to appoint Rodney Hepner to the Lewisburg Area Joint Sewer Authority (LAJSA); term expiration 12/31/17. ON THE QUESTION: Manager Smith indicated Mr. Hepner owns property in the Borough, but doesn't live in the Borough. Our Solicitor was asked if Mr. Hepner could represent the Borough even though he is not a resident and he reported Mr. Hepner can serve on the LAJSA. Motion was unanimously approved.

Councilmember Casimir made a motion, seconded by Councilmember Mahon, to direct the Solicitor to advertise a public hearing to occur on June 18<sup>th</sup> for a proposed amendment to the Lewisburg Zoning Ordinance to allow Section 360-26.B(2)(b) to read: For other residential densities there shall be a .75 parking space for each bedroom, documented by floor plans supplied by the applicant, and when the total number of spaces required results in a fraction, the rounding up to the next whole number shall be applied, with Council action to occur at the June 18<sup>th</sup> regular monthly meeting. ON THE QUESTION: Councilmember Baker questioned the need for this amendment. Councilmember Casimir indicated this was an oversight and we simply need to clean up the zoning ordinance. He further indicated there are several other items, but they are not ready for presentation to Council. Motion was unanimously approved.

Councilmember Casimir indicated our Manager was contacted by the National League of Cities with regard to their providing a video of the Borough on our website. This was discussed at length at the committee meeting and he isn't sure we have enough information for action at this time. Manager Smith explained he would provide the links to Council so they can view what the National League of Cities has done for other communities. In exchange for doing this, they request they be able to use the Borough's video in obtaining the interest of other communities. And, another part of this is they contact various businesses asking that they sponsor the video work they have done and this is their way of offsetting the costs involved in the preparation of this video. Councilmember Casimir said this is part of his concern; if you are not a thriving business, you might not be able to afford this, and so he is not sure he agrees with this concept. He suggested this be sent back to the committee for further discussion.

Councilmember Casimir asked if everyone had the opportunity to see the signage for the off Market Street businesses located at Third and Market Streets and Second and Market Streets. At Third Street there are four inch signs, and at Second Street there are six inch signs advertising the various businesses located off of Market Street. He reminded Council we were doing this in an attempt to aid these businesses since the Borough's ordinance prohibits the placement of off-premise signage. He reported Angelo Guinta represents these businesses and he had shared that he doesn't like the signs at either location. There was **much** discussion. Solicitor Lyons suggested Bucknell University be contacted to aid these businesses with their marketing, pointing out that a sign on a corner really isn't effective. It was noted that Mr. Guinta was meeting with Linda Sterling, Executive Director of the LDP, in hopes of finding a solution to this ongoing problem, i.e. use of a kiosk or outlining what could be termed a North Ward Shopping District. Councilmember Casimir indicated if our attempt to find a compromise doesn't work, he would think we would be put in a position of having to enforce our current ordinance. Again, there was **much** discussion. It was the sense of Council that the Manager should write a letter to the businesses located off Market Street in an effort to clarify the zoning ordinance so there are no misunderstandings with regard to off-premise signage language.

Manager Smith explained that parking meters will be covered during the Holiday Season this year beginning Wednesday, November 27, 2013 through Monday, January 1, 2014. He brought this up because the Sunrise Rotary Club contacted the Borough indicating they were considering a project whereby they would pay for the Holiday meter bags this year, if they could note their name on the actual Holiday bags.

Manager Smith explained the Planning Commission is recommending an appeal by Council of the *anticipated* Zoning Hearing Board decision to allow a larger sign at Mifflinburg Bank than is permissible in our zoning ordinance. There was **much** discussion. Solicitor Lyons clarified the Zoning Hearing Board has 45 days to provide their full written decision to the Council and Council then has the right to appeal that decision within 30 days, if they so desire. It was the sense of Council that the Solicitor should contact Elizabeth Beswick, Solicitor for the Zoning Hearing Board, in an attempt to find out the details of this decision and when the Borough could expect to receive it.

CAVALCADE OF CHAMPIONS BANNER (RESOLUTION NO. 13-04)

LAJSA APPOINTMENT (R HEPNER)

SOLICITOR TO ADVERTISE PUBLIC HEARING FOR PROPOSED AMENDMENT TO ZONING ORDINANCE/ HEARING DATE JUNE 18<sup>TH</sup>

NATIONAL LEAGUE OF CITIES OFFER TO PROVIDE VIDEO OF BOROUGH ON BOROUGH'S WEBSITE

DISCUSSION ON OFF-PREMISE SIGNAGE/ MANAGER TO SEND LETTER TO OFF MARKET STREET BUSINESSES CLARIFYING OFF-PREMISE SIGNAGE

METERS BAGGED FOR HOLIDAY SEASON

DISCUSSION OF ZHB DECISION REGARDING MIFFLINBURG BANK SIGNAGE

Tuesday, May 21, 2013

Councilmember Casimir commented that the Borough's current Zoning Officer, Matt Sauers, is extremely knowledgeable and experienced, and he would like to state that he is very pleased with his performance.

**PUBLIC WORKS COMMITTEE:** No meeting in May. Manager Smith reminded Council that the Confirmation of Assignment to Larson Design Group in the amount of \$4,780.00 for design, permitting and document preparation to re-stabilize the stream bank along Buffalo Creek adjacent to the Borough's brush pile remains tabled. Councilmember Casimir indicated he has been in contact with the Pennsylvania Fish and Boat Commission, the Department of Environmental Protection, and Bucknell University. He shared his findings that a mud sill would be the best restabilization measure that would allow habitat, and would ask for more time to gather additional information. Manager Smith asked if action could be taken to remove this item from the agenda. Councilmember Casimir suggested this item remain as is, that way we do not run the risk of overlooking this issue.

**FINANCE COMMITTEE:** Councilmember Casimir made a motion, seconded by Councilmember Baker, to approve payment of bills from 04/13/13 through 05/17/13 in the amount of \$438,898.14. Motion was unanimously approved.

Manager Smith indicated he was instructed to research acquiring a Line of Credit for the Borough projects/purchases. Councilmember Casimir indicated the Finance Committee has been discussing the Borough's budget. Because Council has worked very hard to keep the taxes down, there is no surplus and there is no carryover. As we all know, a carryover is essential because tax revenues do not start coming in until sometime in March. By establishing a Line of Credit, the Borough would find itself better able to handle the unexpected expenses this year, and have a carryover thereby lessening a potential tax increase for 2014.

**MAYOR:** Mayor Wagner shared information on a book she acquired covering the History of Lewisburg, and updated Council on recent activities/events.

**COUNCIL PRESIDENT:** No report.

**SOLICITOR:** No report.

**MANAGER:** Councilmember Morris made a motion, seconded by Councilmember Casimir, to approve the use of the three-globe light standard by Evangelical Community Hospital on physician recruitment paperwork. Motion was unanimously approved.

Manager Smith indicated the need for an executive session for a real estate matter and the flood mitigation grants.

**OTHER COMMITTEES:** Councilmember Bergonia updated Council on the Buffalo Valley Recreation Authority (BVRec), noting a public meeting is scheduled for this Thursday to discuss the Rail/Trail.

Councilmember Morris reported the LDP held a retreat for their strategic planning and she feels the LDP, as a whole, is doing a great job. There are a few new members: Donald Alexander, Matthew Miller, Jessica Brazier (M&T Bank) and Michael Redding (Marketing Director at Evangelical Hospital), and these people are quite impressive.

Mayor Wagner stated the Town and Gown Committee hasn't met recently.

Councilmember Morris stated she had previously reported there is an attempt being made to have the LDP work with the LNC administratively to have more of a connection than they have had in the past. She is pleased to share that tomorrow morning there is another meeting between the LDP and the LNC. She also suggested Council check out the LNC website recently created by Devlin Shaw.

Councilmember Casimir reported that the Arbor Day Celebration was a success; he again thanked the Borough for all the assistance the STC received with their numerous planting, etc. He pointed out the STC has decided to have their plantings occur in the fall, with a simple ceremonial planting occurring on Arbor Day; April is just too busy with the Arts Festival, etc. occurring at the same time.

Council President Bergonia indicated the CK-COG continues to be very busy and they are advertising for an additional person as a result of the workload.

Councilmember Morris stated the Community Garden is looking good. Unfortunately she did not make the last meeting, but she knows that volunteers are welcome.

Mayor Wagner reported the Traffic Advisory Committee has had a very busy year and they were extremely thankful for all the work the Bucknell University students provided.

**RECOGNITION  
GIVEN TO ZONING  
OFFICER M  
SAUERS**

**PUBLIC WORKS  
COMMITTEE  
STREAM BANK  
STABILIZATION  
(BUFFALO CREEK  
ADJACENT TO  
BRUSH PILE)  
DISCUSSIONS**

**FINANCE  
COMMITTEE  
PAYMENT OF  
BILLS**

**ESTABLISHMENT  
OF LINE OF  
CREDIT  
DISCUSSED**

**MAYOR**

**COUNCIL  
PRESIDENT**

**SOLICITOR**

**MANAGER  
USE OF LIGHT  
STANDARD BY  
EVANGELICAL  
HOSPITAL**

**EXECUTIVE  
SESSION NEEDED**

**OTHER  
COMMITTEES  
BVREC**

**LDP**

**TOWN AND GOWN**

**LDP**

**STC**

**CK-COG**

**COMMUNITY  
GARDEN**

**TRAFFIC  
ADVISORY**

Tuesday, May 21, 2013  
**OLD BUSINESS:** None.

**NEW BUSINESS:** Councilmember Casimir indicated the need for an executive session on a personnel matter.

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

**WORK SESSION:** Council President Bergonia reported there will not be a work session in June.

Councilmember Casimir made a motion, seconded by Councilmember Mahon, to hold an executive session for discussion of a real estate matter, the flood mitigation grants, and a personnel matter. Motion was unanimously approved.

Council entered executive session at 9:00 PM. Council returned at 9:25 PM.

There being no further business, Councilmember Cox made a motion, seconded by Councilmember Mahon, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 9:25 PM.

Respectfully submitted,

Patricia M. Garrison  
Borough Secretary

**OLD BUSINESS**

**NEW BUSINESS**  
**EXECUTIVE**  
**SESSION NEEDED**

**WRITTEN**  
**REPORTS**

**WORK SESSION**

**REAL ESTATE**  
**MATTER/FLOOD**  
**MITIGATION**  
**GRANTS/**  
**PERSONNEL**

**(EXECUTIVE**  
**SESSION)**

**ADJOURNMENT**