

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, June 18, 2019** in the Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Morris; Councilmembers Derman, Mahon, Medina, Heayn, Fredrick and Yohn; Mayor Wagner, Solicitor Lyons, Manager Lowthert, Secretary Anders and Police Chief Yost. Also present: Kim Wheeler, Father Wilke, Barbra Kalin, Rudy Mummey, Glenda Ruch, Mitzi Long, Carol Steckel, Richard Owen and Matt Farand.

CALL TO ORDER: Council President Morris called the meeting to order at 6:30 PM, followed by the pledge of allegiance.

APPROVAL OF MINUTES: Motion was made by Councilmember Derman, seconded by Councilmember Yohn, to approve the minutes of the May 21, 2019 regular monthly meeting. Motion was unanimously approved.

PUBLIC HEARING/CDBG FUNDS: Council President Morris adjourned the regular order of business to conduct the first public hearing on the 2019 Community Development Block Grant (CDBG) Funding. She called the public hearing to order at 6:35 PM.

Glenda Ruch, director of the Community Development Program SEDA-COG, stated she administers the Community Development Block Grant (CDBG) Program for Union County on behalf of Lewisburg Borough. Mitzi Gallagher-Long will be replacing Terri Provost as Lewisburg Borough, Kelly Township, Union County CDBG Administrator. Tonight is Lewisburg Borough's first Public Hearing as part of its Federal Fiscal Year 2019 CDBG program. Union County on behalf of Lewisburg Borough will submit the application for the Borough as well as Kelly Township. Applications are due to DCED November 1, 2019. The Community Development Program was created through an act of Congress. Funds for these grants come from the US Department of Housing and Urban Development (HUD) to the Commonwealth of Pennsylvania. PA Act 179 created an entitlement program for Municipalities which is administered through Pennsylvania Department of Community Economic Development (DCED). PA Act 179 identifies the allocation formula for the Municipalities in Pennsylvania to receive CDBG funding based on population. The purpose of the CDBG program is enhance the viability of Municipalities by funding projects that provide decent housing, provide a decent suitable living environment as well as expanded economic opportunities price ability for low to moderate income persons. As part of the Public Hearing Glenda Ruch will address some of the regulatory requirements associated with the CDBG program as well as invite the public and Council to propose projects for 2019 CDBG funding consideration. Allocations have been received by DCED for the 2019 Federal fiscal year and Lewisburg Borough's funding is \$108,307.00. This is a 2.5% increase from 2018. Approximately 17% of this allocation will be applied to SEDA-COG to administer the four year contract for Federal Fiscal year 2019 on behalf of Lewisburg Borough. The application preparation schedule will be as follows: SEDA-COG will make recommendations to Council for Projects to be included in the 2019 application July 16, 2019 at 6:30. Borough Manager Lowthert inquired about the ability to push the date back. Glenda Ruch stated that it could be pushed back a little bit but it is imperative that Council identifies a project to include in the 2019 application. The final public hearing will be held on September 17, 2019 2:30pm at the Union County Government Center since Union County is the applicant to DCED on behalf of Lewisburg Borough. The second public hearing which is required as part of the citizen's participation process is held at the Union County Government Center. Applications are due this year November 1, 2019. Glenda Ruch stated it is likely that Lewisburg Borough, the County will receive the 2019 funding late spring of 2020. Glenda Ruch supplied information on eligible/ineligible CDBG activities. Eligible Projects include road reconstruction, water and sewer infrastructure, stormwater, Community Center upgrades, Historic preservation, Economic Development and public service projects. The project not eligible for CDBG funding include political activities, general operating and maintenance activities, anything to be considered as maintenance as well as activity associated with a building of general purpose government.

There are three National objectives that are associated with the Federal Community Block Grant Program. The primary National objective is projects must be identified that benefit low and moderate-income individuals (LMI). That means that 51% of the individuals that would benefit from improvements associated with the CDBG project must be of LMI. This is the objective that most often is met by projects and at least 70% of the Counties' CDBG funds must be used to meet this objective. The second National objective is elimination of slum/blight. This requires a Municipal declaration. It is used occasionally for demolition of deteriorated structures. 70% of the Borough's allocation on low to moderate income National objective only 30% of the Borough's allocation may be allocated to meet slum/blight. The final National objective is response to an urgent need. This requires a formal declaration of a disaster or emergency. The emergency has to occur in the last 18 months. The funds can only be used to eliminate the emergency. The project must be determined ill affordable at the local level and only 30% of the Borough's allocation may be allocated to this objective.

Union County on behalf of Lewisburg Borough has adopted and published a Fair Housing analysis and established a plan to further assure fair housing within the Borough. The Fair Housing notice provides direction for an individual that feels they have been discriminated against as it relates to Fair Housing and who they contact to file an official complaint (Pennsylvania Human Relations Commission, Harrisburg Regional Office and U.S. Department of Housing and Urban Development, Philadelphia Regional Office).

The intent of Union County and Borough of Lewisburg to identify projects to be funded in the upcoming application projects that will not result in the displacement of individuals. Should a project be identified that would result in the displacement individuals, the anti-displacement and

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

PUBLIC HEARING 2019 CDBG FUNDING

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relocation assistance plan will provide with steps that Union County and Borough of Lewisburg would take to remediate.

A Section 3 resident is a person residing in the service area of the project or grantee, who has an income below \$36,050 (1 person household). A Section 3 business is a business of which 51% or more is owned by an individual with income below \$36,050.

Lewisburg Borough invites such Section 3 concerns to contact SEDA-COG's Community Development Program and, upon proper documentation of eligibility for preference, will be provided enhanced opportunities to participate in the federally-funded project(s).

As part of each year CDBG application, Glenda Ruch would like to solicit public input associated with the Borough's public facility. Not just the facilities the Borough owns but those facilities where they may offer a publically funded program or a service. Glenda Ruch ask if there were any concerns from Council or public regarding a public facility that has an architectural barrier that may prohibit an individual from benefiting from a Borough offered program or service?

New American Survey data was release and went into effect April 1, 2019. Lewisburg Borough is now 54.2% LMI. Lewisburg Borough can identify a CDBG project that is eligible and as long as it benefits the entire Borough, a survey doesn't have to be done.

Glenda Ruch met with the Public Works/Police Committee earlier this month to get ideas for the use of this funding, and tonight she would like the rest of Council and the public to share ideas they may have. Projects that would benefit the entire Borough: 1) Construction of restrooms and a pavilion at Hufnagle Park. 2) Wolfe Field playground equipment. 3) Continuation of Bull-Run Corridor Floodplain Restoration Project. This project would be consistent with the Early Intervention Plan. 4) North Fourth Street reconstruction from Saint Anthony Street to Market Street. Discussion of a total reconstruction that would address storm water concerns.

Review of some recently completed projects with CDBG in the Borough, South Sixth Street reconstruction phase I and II, Borough wide curb cuts, Borough building renovations that removed architectural barriers and a bathroom. Some projects that are currently funded and under way, South Sixth Street phase III project.

Council President Morris asked if there is anyone else that would like to speak at this time. No one wished to speak. Council President Morris declared the public hearing closed at 7:04 PM. She reconvened to the regular order of business.

(PUBLIC HEARING CLOSED)

PUBLIC COMMENT(S) ON ANY AGENDA ITEM: Rudy Mummy expressed his concern regarding the condition of St. Paul Street west of Fairground Road. St. Paul Street is one of the streets the Borough is looking for the 2020 Streets projects. Matlack Avenue is another concern of Rudy Mummy. The Committee looked at Matlack Avenue and it didn't make the list for the potential 2020 projects.

PUBLIC COMMENT(S) ON ANY AGENDA ITEM

PUBLIC WORKS/POLICE COMMITTEE: Council received the Buffalo Valley Regional Police Department's (BVRPD) monthly report.

PUBLIC WORKS/POLICE COMMITTEE BVRPD

The Committee didn't recommend any projects for the 2020 Street due to waiting for a cost estimate to reconstruct Spruce Street. The estimate did come in after the Committee meeting. The 2020 Streets the Committee looked to prioritize were St. Paul Street west of Fairground Road, Brown Street from Malcolm Street to the Railroad Crossing, small sections of St. Louis Street near South Eighth Street and Route 15, and North Twelfth Street just south of Buffalo Road. Councilmember Mahon made a motion, seconded by Councilmember Derman, to select St. Paul west of Fairground Road, Brown Street from Malcolm Street to the Railroad Crossing, small sections of St. Louis Street near South Eighth Street and Route 15, and North Twelfth Street just south of Buffalo Road as the 2020 Streets project. Motion was unanimously approved.

Bucknell University approached the Borough of Lewisburg to consider a 2020 paving of Walker Street and Loomis Street. Bucknell University would be a funding partner of about 50%. The general estimate from the Engineer for Walker and Loomis of the components known is about \$200,000.00. Council directed Borough Manager Lowthert to forward the project to the Engineer. Borough Manager Lowthert will contact Bucknell University.

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Heayn made a motion, seconded by Councilmember Derman, to approve payment of bills from May 18, 2019 through June 14, 2019 in the amount of \$498,072.69. Motion was unanimously approved.

ADMINISTRATIVE/FINANCE COMMITTEE PAYMENT OF BILLS

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Yohn made a motion, seconded by Councilmember Mahon, to approve HARB items a, c and d as submitted and recommended by HARB per their minutes dated June 11, 2019. Motion was unanimously approved.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE HARB

a. Matt & Maleita Walsh / 20 Brown Street / Roof Shingles. An application was submitted to and reviewed by HARB for roof shingles. Motion was made by Elijah Farrell, seconded by Kim Walter-Makowski to recommend approval and issuance of Certificate of Appropriateness (COA) for roof shingles as submitted in the project description of the HARB application. Motion was unanimously approved.

M WALSH

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b. Alan & Tana Zeigler / 45 North Front Street / Fence (Replace). An application was submitted to and reviewed by HARB for a fence (Replace). Motion was tabled pending product sample by Elijah Farrell, seconded by Ted Strosser. Motion to Table pending product sample was unanimously approved.

c. M&T Bank / 409 Market Street / Exterior Lights. An application was submitted to and reviewed by HARB for exterior lights. Motion was made by Ann Hilliard, seconded by Elijah Farrell, to recommend approval and issuance of a Certificate of Appropriateness (COA) for exterior lights as presented and shown in the attachments to the HARB application, recommendation of 3000K lights as presented. Motion was unanimously approved.

d. Edith & T. Tucker Orbison / 26 South Water Street / Windows (Replaced). An application was submitted to and reviewed by HARB for replacement of windows. Motion was made by Ted Strosser, seconded by Kim Walter-Makowski, to recommend approval and issuance of a Certificate of Appropriateness (COA) for replacement windows as presented and shown in the attachments to the HARB application, recommendation for grilles on the six over front windows shall be 'Simulated Divided Lights' (Grilles on Exterior) sizes to all match existing. Motion was approved.

Project Updates: Bucknell University / 400 Saint George Street / ADA Ramp. It was brought before HARB to change the porch masonry veneer from stone to brick to match the house.

Additional Items: Councilmember Yohn made a motion, seconded by Councilmember Heayn, to approve Resolution No. 19-04, a resolution for the placement of a "Welcome Back Lewisburg Alumni" banner across State Highway (Market Street) and to approve submission of this resolution to PennDOT (Note: This resolution reflects revised event dates per the LAHS Alumni Weekend Planning Committee.) Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Heayn, to accept the resignation of Councilmember Jordi Comas from the Shade Tree Commission. Motion was unanimously approved.

Councilmember Yohn indicated the current vacancies on the Planning Commission, term expiration 12/31/19 and 12/31/22 and HARB, term expiration 12/31/20.

Committee is requesting that the Lewisburg Borough Planning Commission review our Zoning Ordinance as it relates to Airbnb and recommend any changes needed.

PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS: Father Wilke made a formal request to the Council to direct Borough Solicitor Andrew Lyons to work with outside Council to draft an ordinance which protects the civil rights of all community members including those not currently recognized by the Pennsylvania Human Relations Act and respect the religious liberty of every member of our community. The Human Relations Ordinance hasn't been presented to Council for consideration or reviewed by Solicitor Lyons. Solicitor Lyons would and has in the past entertained any opinion from any attorney.

Richard Owen asked who organized and facilitated the public meeting for the Human Relations Ordinance. Committee decided to hold the meeting in a large facility due to the amount of Public interest. This was an informational meeting only.

Matt Farand wanted to thank the Borough for the cooperation from year to year in having the parade. He also asked for consideration for Borough representation on the 4th of July Committee.

MAYOR: Mayor Wagner asked everyone to support the 4th of July Parade. Mayor Wagner attended the Community Relations Board at the Penitentiary, they are changing their inmate population and they are changing their mission from inmates that are locked down 24/23/7 who were extremely violent. They will reconfigure the inside of the institution to smaller units where they are tightly controlled.

COUNCIL PRESIDENT: No report.

BOROUGH MANAGER: Borough Manager Lowthert updated Council regarding the Market Street Study. There was to be a public presentation of the data at the July Work Session. Due to the fact the core sample permission hasn't been granted by PennDot, a complete data presentation will not be ready for the July Work Session. Council decided to move the Public meeting to September Work Session or another date in September.

BOROUGH SOLICITOR: No report.

OTHER COMMITTEES: Councilmember Heayn updated Council on BVRA items. BVRA is still in the process in selecting an Executive Director. BVRA is looking for volunteers for National Night Out, Kids Tri and Lewisburg Triathlon.

Council President Morris updated Council on LDP. The park event was an extreme success.

Councilmember Derman reported the River Town team had two community clean ups, doing spring preparation at Mariah's Garden and River Road Holiday bike event Saturday, June 22nd. LNC board is working on getting organized on fund raising in the community.

A ZEIGLER

M&T BANK

E ORBISON

Bucknell Update

Resolution 19-04

Vacancies

PUBLIC COMMENT -
NON AGENDA ITEMS

Mayor

COUNCIL
PRESIDENT

MANAGER
Market Street
Update

BOROUGH
SOLICITOR

OTHER
COMMITTEES
BVRA

LDP

LNC

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Barbra Kalin reported STC continues to identify trees that are hazards and needing pruned. STC is using their Work Sessions to conduct voting business due to the regular meeting agenda being full.

Borough Manager Lowthert reported CK Cog completed their evaluation of sidewalks on North Third Street and sent out letters to property owners notifying them of deficiencies.

Borough Manager Lowthert reported an emergency removal of a walnut tree due to a safety hazard.

Councilmember Derman stated that CSFES is meeting a week from Thursday and looking at amendment to the IGA.

ANY ADDITIONAL BUSINESS FROM COUNCIL: Councilmember Heayn inquired about trash that doesn't have a lid or that has exploded all over. Borough Manager Lowthert stated he is to be informed and he is actively going around the Borough issuing the fines pursuant to the Quality of Life Ordinance.

WRITTEN REPORTS: Councilmember Mahon made a motion, seconded by Councilmember Derman, to acknowledge receipt of the monthly Fines and Meters Report, Zoning Officer Report, Code Enforcement Officer Report, CK Cog Membership Meeting, CK Cog, Amend By-Laws, CK Cog Building Permits, 2018 Lewisburg Area Joint Sewer Authority Audited Financial Statements, LAJSA May Minutes, LAJSA June Agenda, BVRA 1st Quarter 2019 Board Reports, BVRA Board May Agenda, BVRA Board April Reports, BVRA April Meeting Minutes, BVRA May Operations Report. Motion was unanimously approved.

WORK SESSION: Manager Lowthert said there will be a work session held Tuesday July 09, 2019 to continue with the recommendations from the EIP Study and planning going forward.

Council President Morris called for executive session at 8:13 PM for personnel and legal matters.

Council returned at 9:11 PM.

There being no further business, Councilmember Derman made a motion, seconded by Councilmember Heayn, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 9:11 PM.

Respectfully submitted,

Jacqueline A. Anders
Borough Secretary

STC

CK Cog

Community Garden

**CENTRAL
SUSQUEHANNA FIRE
AND EMERGENCY
SERVICES BOARD**

**ADDITIONAL
BUSINESS FROM
COUNCIL**

**WRITTEN
REPORTS**

WORK SESSION

Executive Session

ADJOURNMENT