

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, June 19, 2012** in the Council Chambers, 55 South Fifth Street. Present: Council President Bergonia; Councilmembers Baker, Casimir, Cox, Mahon, Morris, Robinson and Strosser; Mayor Wagner; Manager/Treasurer Smith; Solicitor Lyons; and Secretary Garrison. Also present: Chief Paul Yost, Fire Board Chairman Larry Erdley, Fire Chief Mark Corollo, 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 Strosser, seconded by Councilmember Robinson, to approve the minutes of the regular Council meeting held May 15, 2012 and the work session held June 12, 2012. Motion was unanimously approved.

**PUBLIC PARTICIPATION:** Larry Erdley, Fire Board Chairman for the William Cameron Engine Company, said he was requested by the Manager to update Council on the happenings at the fire house. He stated Fire Chief Corollo is here this evening and he is the one that takes care of operations. Mr. Erdley explained his responsibility is business and affairs. Currently they are converting three ambulance doors to two due to the increased size of today's ambulances. On June 13<sup>th</sup> the Fire Board voted to engage the emergency services strategic alliance group from the Harrisburg Area Community College Public Safety Center to create our strategic plan (an evaluation of our organizational structure, human resources management, financial management, and emergency operations, including a review of the apparatus, capital expenses and facilities management). This organization will also assist in the selection of an administrative Chief. We decided a full-time manager with extensive emergency service experience was needed, conducted a nationwide advertising campaign, and to date received 23 applications; hopefully we can have someone onboard by early fall. Currently the Roberts Company, a human resources company, is our outsourced personnel department and employer, but we want to become the sole employer to simplify our business management and operations procedure. This spring the participating municipalities paid for an audit, and all our financial records were found to be accurate. Also, it should be noted the William Cameron Engine Company is now debt free. The current year budget is \$1.4 million and it is managed in two funds. The fire fighting side of the operation is 30% of the financial operation, as opposed to 70% for the emergency medical services. Much detailed information was provided with regard to anticipated purchases, memberships, etc. Council thanked Mr. Erdley for an excellent report. Mayor Wagner applauded the work being done and suggested a vote of confidence for the William Cameron Engine Company as they serve our community with integrity.

Councilmember Morris made a motion, seconded by Councilmember Casimir, to give the William Cameron Engine Company a vote of confidence, affirming this Council's support for this organization. Motion was unanimously approved.

**POLICE COMMITTEE:** Chief Yost announced an Open House will be held at the Buffalo Valley Regional Police Department (BVRPD) on Tuesday, June 26<sup>th</sup> from 5 PM to 7 PM and encouraged everyone to attend. The BVRPD's monthly report was distributed and reviewed. Chief Yost stated the DARE Program for 2011-2012 with the Linntown School is finished; Officer Hoffman was honored for retiring from East Buffalo Township and the DARE Program. Officer Daryl Fisher will take over the DARE Program in the 2012-2013 school year. The BVRPD received a Certificate of Appreciation from the State for supporting their Aggressive Driving Program in 2011; Officer Shawn Kuhns was recognized with a Certificate of Achievement for his outstanding numbers and performance. The BVRPD participated in the first Sobriety Check Point, funded through a State Grant, May 24<sup>th</sup> on Route 45 and was assisted by the Union County Sheriff's Department. National Night Out is Tuesday, August 7<sup>th</sup>, so mark your calendars. Councilmember Casimir asked if data showing the comparison of the statistics of the combined force with the previous year's statistics for each separate force could be provided at year end. Chief Yost indicated he would look into that. He also noted he added another part-time officer.

**PLANNING COMMITTEE:** Councilmember Casimir made a motion, seconded by Councilmember Strosser, to approve HARB applications a, b, c, d and e, as submitted and recommended by HARB. Motion was unanimously approved.

**a. Phong B. Vang/612 Market Street/Signage.** An application was submitted to and reviewed by HARB for signage. A motion was made by Ted Strosser, seconded by Phoebe Faden, to recommend approval of the placement of a sign as submitted in the HARB application under project description and per the attached drawing/photographs, said sign to be flush mounted by bolts to the brick wall between the door to the nail salon and the window to the nail salon. Motion as unanimously approved.

**b. John Gardner/419 Market Street/Sign.** An application was submitted to and reviewed by HARB for signage. A motion was made by Ted Strosser, seconded by Elaine Wintjen, to recommend approval of four signs, as shown in the attached drawing/photographs, specifically one over roof awning, one perpendicular to building mounted with a metal bracket, one flush mounted by the door and one on the door window, and all signs are to be vinyl and not internally illuminated. Motion as unanimously approved.

**ATTENDANCE**

**CALL TO ORDER**

**APPROVAL OF MINUTES**

**PUBLIC PARTICIPATION**  
**LARRY ERDLEY**

**SUPPORT SHOWN TO WILLIAM CAMERON ENGINE COMPANY**

**POLICE COMMITTEE**  
**BVRPD UPDATE**

**PLANNING COMMITTEE**  
**HARB**

**P VANG**

**J GARDNER**

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**c. Pam Gorkin & Ulrich Daepp/34 South Front Street/Reslope Roof.** An application was submitted to and reviewed by HARB for the alterations to a roof. A motion was made by Steve Snook, seconded by Mary Mastascusa, to recommend approval of altering the roof pitch/reslope, as submitted in the HARB application under project description and per the attached drawing, with installation of an additional half-round drain gutter. Motion was approved, with one abstention. (Ted Strosser abstained from voting.)

**d. Christopher Mussoline/220 North Fourth Street/Accessory Structure.** An application was submitted to and reviewed by HARB for construction of a pergola structure. A motion was made by Steve Snook, seconded by Elaine Wintjen, to recommend approval of construction of a pergola structure, as submitted in the HARB application under project description and per the attached drawings/photographs. Motion as unanimously approved.

**e. James Mark Shields/28 South Fifth Street/Wooden Fence.** An application was submitted to and reviewed by HARB for a fence. A motion was made by Ted Strosser, seconded by Phoebe Faden, to recommend approval of the placement of a fence as submitted in the HARB application under project description and per the attached drawings/photographs, with said fence to be stained, treated and/or painted within one year; and to recommend approval of the proposed paving behind house, however, HARB didn't feel this proposed paving falls within HARB's jurisdiction. Motion as unanimously approved.

Councilmember Casimir updated Council on his discussions with David and Kristin Koconis. Last November Council retroactively approved renovations to a carriage house near their property. There were many communications between the Manager, the Zoning Officer and the Koconis'. He volunteered, as their Ward II Council representative, to meet with them. It was unclear whether the structure in question was a contributing structure or a non-contributing structure, which is usually part of how HARB makes a determination. He asked Councilmember Strosser and Manager Smith to check into this issue. Retroactive approvals are happening more often, which is a problem. Councilmember Casimir stressed we want property owners to be aware of the guidelines, and he would like to use this situation as an opportunity to clarify and expand the mission of HARB as they do important work. Depending upon the information found, he may ask Council to reconsider this decision. There are some ongoing issues with HARB's ability to fulfill their mission, so this may be a Planning Committee and HARB project for the future. There was **much** discussion. Manager Smith explained new property owners do receive a letter from the Borough Office that provides them with a lot of information, i.e. Borough contacts, services, etc. Councilmember Casimir said the Shade Tree Commission just prepared brochures, one is the official one you get when you come to the Borough Office, and the other will be distributed to realtors for those buying a property in the Borough. HARB is looking to provide an informational brochure to realtors also. There was **much** discussion.

Councilmember Casimir made a motion, seconded by Councilmember Baker, to approve a joint application between the Borough and East Buffalo Township with PennDOT for an Automated Red Light Enforcement (ARLE) Grant Program to update our existing traffic signal software and equipment on Route 15, the local match not to exceed \$10,000 each, shared equally by the Borough and Township. Motion was unanimously approved.

Councilmember Casimir made a motion, seconded by Councilmember Strosser, to approve Resolution No. 12-02, adopting the US Route 15 Smart Transportation Corridor Improvement Plan as a planning tool/aid in conjunction with East Buffalo Township. Motion was unanimously approved.

Manager Smith explained he put the LARA office space issue on the agenda in an effort to promote discussion. Councilmember Casimir stated LARA has basically been given their "vacate the premises" order. Councilmember Strosser shared LARA needs to move out in August. Councilmember Casimir said the main place suggested as a temporary home for LARA is the space vacated by the Police in this building. He, along with Councilmember Strosser, Manager Smith, and Katie Davis, met to look at different options. There was **much** discussion. Mayor Wagner said it would be nice if LARA could find a place they could call their own. Councilmember Casimir commented if LARA were to come here, again, it needs to be temporary, which means Council needs to think about a permanent solution. Mayor Wagner stated Council hasn't even had a chance to talk about how we want to use the available space in this building and that is important; we waited a long time to have space for our own programs, seminars, meetings, etc. Councilmember Casimir reminded everyone that six months ago we were talking about possibly dissolving LARA and bringing recreation back into the Borough, or setting up some new entity other than an authority to run multi-municipal recreation. Council needs to think about what we want to happen six months from now. Councilmember Strosser said we would be throwing money away to not house LARA here as there is no pressing need for this space; LARA is the Borough. Councilmember Casimir agreed, but noted LARA must be kept separate from the Borough, physically and conceptually, and the move must be temporary. Councilmember Morris suggested LARA send letters to other entities, i.e. Mifflinburg Borough, Kelly Township, etc. to see if they have space or some open building that could be offered free, and we could take this up at July's meeting. Council President Bergonia stated he will have that placed on LARA's agenda next week. Councilmember Mahon agreed, as she feels she is being rushed into a decision; her fear is that once LARA is here, it would become permanent.

P GORKIN/U DAEPP

C MUSSOLINE

J SHIELDS

UPDATE ON  
CARRIAGE HOUSE  
ON ST CATHERINE  
STREET

AUTOMATED RED  
LIGHT  
ENFORCEMENT  
(ARLE) GRANT  
PROGRAM

US ROUTE 15 SMART  
TRANSPORTATION  
CORRIDOR  
IMPROVEMENT PLAN  
(RESOLUTION NO.  
12-02)

DISCUSSION OF  
LARA'S NEED FOR  
HOUSING

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Councilmember Strosser said without a motion, he would suggest our Manager communicate our discussions with Jim Matthias. Again, there was **much** discussion. Mayor Wagner thanked Council for this discussion as she, and others, now have heard exactly what is happening.

Councilmember Casimir updated Council on the Zoning Ordinance improvements. First, he explained that the mock ups, which are very crude, of the off-premise signage for our businesses located off Market Street have been up for a day and a half. Angelo Guinta, the main contact for the off-street merchants, shared his feeling these signs need to be half again as big. Councilmember Casimir said he is seeking Council direction. Councilmember Morris asked if these are meant to be seen as you are driving through town or as you walk through town. Manager Smith said the store owners want the signs to be seen as you are driving through; however, his feeling is the signs are not to draw attention if you weren't headed there in the first place. They are simply there to make sure you can get there. Councilmember Casimir stressed we do not want to provide marketing for somebody off Market Street and we do not want to make our beautiful iconic street lights look like billboards. It was the sense of Council that these signs should not be designed to catch a driver's eye, but those that are walking downtown. Councilmember Mahon asked if the businesses are purchasing these signs. Councilmember Casimir said yes; there would be a limit based upon safety and they would be the merchant's property, meaning the Borough would not be responsible if vandalized or damaged. He reminded Council we are trying to reach a compromise. There was **much** discussion. Councilmember Casimir shared five priorities for amendments with regard to the Zoning Ordinance, indicating he would keep Council informed: 1) off-premise signs; 2) Planning Commission comments; 3) granny flats; 4) manufactured housing vs. modular homes; 5) sidewalk use.

**PUBLIC WORKS COMMITTEE:** Councilmember Casimir made a motion, seconded by Councilmember Strosser, to approve agreement with Larson Design Group for inspection of five (5) bridges within the Borough that are less than 20 feet in length at a cost not to exceed \$4,600.00. Motion was unanimously approved.

**FINANCE COMMITTEE:** Councilmember Casimir made a motion, seconded by Councilmember Baker, to approve payment of bills from 05/12/12 through 06/15/12 in the amount of \$279,612.75. Motion was unanimously approved.

Councilmember Casimir made a motion, seconded by Councilmember Cox, to change the banner reservation fee structure from the current \$350.00 fee to \$100.00 if the Borough is notified in the calendar year preceding the actual event, thereby allowing the Borough to meet PennDOT's notification requirement, and \$350.00 if the Borough is notified during the calendar year of the event, thereby requiring special notification to PennDOT. Motion was unanimously approved.

**MAYOR:** Mayor Wagner welcomed Matt Farrand, indicating he will be covering Lewisburg for the Standard-Journal of Milton and Lewisburg. Mayor Wagner commended the Lewisburg Downtown Partnership (LDP) for filling the store fronts as quickly as they do, i.e. Trebecca has opened, and we have Mexican food, Thai food, and a Sushi bar opening soon. In the past there was talk by Marc Williams about a three globe street light charm in gold, which never came to fruition. She approached Trebecca about this and they developed a necklace, which she showed Council, sharing that Trebecca will do this in silver, gold, gold with diamonds, and for the men they have a keychain.) Mayor Wagner reminded Council of all the Fourth of July festivities the weekend of June 29<sup>th</sup>, and shared the many positive comments she has received about the Regional Police.

**COUNCIL PRESIDENT:** No report.

**SOLICITOR:** No report.

**MANAGER:** Councilmember Morris made a motion, seconded by Councilmember Casimir, to approve the first amendment to Contract No. C000048704 extending the grant termination date to June 30, 2013 in order to undertake streetscape and façade improvements in the Bull Run/Elm Street Neighborhood in the Borough. Motion was unanimously approved.

Manager Smith reported as part of the South Fifth Street Reconstruction Project funding, Bucknell University agreed to match the private resident's costs. He recently sent a letter to Bucknell University and the Borough received \$25,000.00. Informally Bucknell University has always indicated they would agree to partner in projects that were mutually beneficial.

Manager Smith indicated he needs Council direction with regard to the Rail/Trail bike path. He has been working with Samantha Pearson, representing the Traffic Committee, to develop a means to get from the trail head into the Borough until such time as we work

**ZONING ORDINANCE  
DISCUSSIONS/  
UPDATES**

**PUBLIC WORKS  
COMMITTEE  
AGREEMENT FOR  
INSPECTION OF 5  
BRIDGES BY LDG  
APPROVED**

**FINANCE  
COMMITTEE  
PAYMENT OF BILLS**

**NEW BANNER FEE  
STRUCTURE  
APPROVED**

**MAYOR**

**COUNCIL PRESIDENT**

**SOLICITOR**

**MANAGER  
EXTENSION OF  
CONTRACT APPROVED  
FOR STREETScape  
AND FAÇADE  
IMPROVEMENTS IN  
BULL RUN/ELM STREET  
NEIGHBORHOOD**

**BUCKNELL  
UNIVERSITY SOUTH  
5<sup>TH</sup> STREET  
PROJECT  
CONTRIBUTION**

**DISCUSSION OF  
RAIL/TRAIL BIKE  
PATH INTO  
BOROUGH**

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with PennDOT and get something formal. It has been proposed to head toward Route 45, cross Route 15 at Route 45, turn onto Cherry Alley and then onto North Sixth Street. He had no issue with this overall path, until the day he had the opportunity to stand on the PennDOT right-of-way (near Amos Persing's property) which is five feet wide, with tractor-trailers flying by at 45 and 55 MPH. The email he forwarded to Council today had pictures attached of the actual location and space, or lack of space, the bikers would be made to travel. Again, it was only when he was physically out there that he realized the huge "safety" issue. He almost feels LARA should run the trail up to Route 15 and then people would be on their own to either cross at St. Mary's Street or cross at Route 45. His main concern is the liability the Borough would have if we designate an area for the bike path, even though temporary. There was **much** discussion. Manager Smith stated he will take this matter to the Public Works Committee, ultimately making this a Council issue.

**OTHER COMMITTEES:** Council President Bergonia stated, on behalf of the Lewisburg Area Recreation Authority (LARA), the pool is open and there are snack machines in operation instead of the concession stand.

Councilmember Morris said, with regard to the LDP, Linda Sterling was unable to make tonight's meeting, but wants to come before Council on a regular basis to update Council on the LDP's happenings.

Mayor Wagner stated the Town and Gown Committee has finished for this year.

Councilmember Strosser indicated LNC had their State assessment. Manager Smith said he had the opportunity to meet with the State's representative and the comment he made was that we were *spoiled with success*. There was **much** discussion.

Councilmember Casimir reported the Shade Tree Commission (STC) continues their efforts dealing with delinquencies. There were discussions of thank you notes to residents and the STC decided to make thank you cards called, "Trees of Lewisburg" which will be sold for fundraisers. Even though the STC is funded by a tax, there is no reason we can't bring in some money if we have the opportunity.

Council President Bergonia reported the Central Keystone-Council of Governments (CK-COG) continue to meet regularly, are still looking to expand their coverage area, and also looking to hire an additional person.

Councilmember Morris updated everyone on the status of the community garden, noting that Bucknell University has contributed greatly to this project. Councilmember Casimir said he has been looking at it very critically and has found nothing to complain about.

**OLD BUSINESS:** Mayor Wagner said the School Board meets next Wednesday evening and the rumor is they will be appointing an architect to move ahead quickly with the construction of the new building.

**NEW BUSINESS:** None.

**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, as of now, there is not a need for a work session on July 10<sup>th</sup>. Should it be determined a work session is needed, the Manager would notify Council.

Councilmember Morris made a motion, seconded by Councilmember Casimir, to hold an executive session on a personnel issue. Motion was unanimously approved.

Council President Bergonia called for a five minute recess at 8:40 PM. Council returned at 8:45 PM.

Council entered executive session at 8:45 PM. Council returned at 9:10 PM.

There being no further business, Councilmember Cox made a motion, seconded by Councilmember Casimir, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 9:10 PM.

Respectfully submitted,

Patricia M. Garrison  
Borough Secretary

**OTHER  
COMMITTEES  
LARA**

**LDP**

**TOWN AND GOWN**

**LNC**

**STC**

**CK-COG**

**COMMUNITY  
GARDEN**

**OLD BUSINESS  
SCHOOL BOARD**

**NEW BUSINESS**

**WRITTEN  
REPORTS**

**WORK SESSION**

**MOTION FOR  
EXECUTIVE  
SESSION/  
PERSONNEL ISSUE**

**RECESS**

**(EXECUTIVE  
SESSION)**

**ADJOURNMENT**