

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, July 16, 2019** in the Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Morris; Councilmembers Derman, Mahon, Medina, Comas and Fredrick; Mayor Wagner, Solicitor Lyons, Manager Lowthert, Secretary Anders, Fire Chief Blount and Junior Councilmember Kaszuba. Also present: Kim Wheeler, Ellen Ruby, Ron Young Jr., Barbra Kalin, Rudy Mummey, Mitzi Long, Carol Steckel, Don Steckel, Nancy Steckel, Char Gray, William Klaus 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 Mahon, to approve the minutes of the June 18, 2019 regular monthly meeting. Motion was unanimously approved.

COUNCIL PRESENTATION(S): Mitzi Gallager-Long, SEDA Cog, stated during the first Public Hearing for year 2019 Community Development Block Grant (CDBG), there was discussion of possible projects of restrooms at Hufnagel Park, playground equipment at Wolfe Park, reconstruction of North Fourth Street and briefly discussed a flood resiliency plan behind La Casa Pizza and Towne Tavern. The Flood Resiliency project is the project being presented to Council for consideration. The 2019 allocation of \$108,307.00 less the \$18,600.00 administrative fee \$89,707.00 for project fund. The funds won't be available until 2020 when the contract comes back from Department of Community and Economic Development (DCED). The project selected is a restoration of a flood plain. William Lowthert, Borough Manager, explained the project is continuing efforts to expand holding capacity of the Limestone Run/Bull Run creek area and to limit or prevent flooding in parts of the Borough.

PUBLIC COMMENT(S) ON ANY AGENDA ITEM: Char Gray, property owner, questioned if the Attorney bills associated with the lawsuit will be discussed. Council President Morris informed Char Gray that the bills will not be discussed. Char Gray inquired if the Borough has received bills from the Attorney. Manager Lowthert clarified that Char Gray filed a Right to Know request with the Borough regarding this information and the Borough is following the procedures with the Right to Know law with the request. Char Gray requests that taxes won't be raised this year. She commented on the purchase of a Borough vehicle, money for the Cell Tower Ordinance and the new special Projects Coordinator / Grants Manager position.

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

Fire Chief Blount introduced the Assistant Chief JR Young. Chief Blount reviewed the monthly report with Council. Chief Blount also informed Council this was the first year an Incident/Action plan was initiated for the 4th of July parade and it was a success. The Fire Company is working on putting together an Incident/Action plan for National Night Out on August 6, 2019.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to request that Union County, on behalf of the Lewisburg Borough, submit an application to the Pennsylvania Department of Community and Economic Development (DCED) for the Borough's FFY 2019 Community Development Block Grant (CDBG) Entitlement funds for the following activity: Floodplain Restoration Project along Limestone Run/Flood Resiliency Project; with the required 18% going toward administrative fees, as recommended by the Public Works/Police Committee. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to accept a proposal from Larson Design Group in the amount of \$41,500.00 for the survey, planning, and design of the North Fourth Street Revitalization/Streetscape Project. Kim Wheeler informed Council this project was postponed from 2019 to 2020 or later. This significant project is being considered a gateway revitalization project from Saint Anthony Street to Market Street with potential of multiple funding sources. There was much discussion. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to accept a proposal from Larson Design Group in the amount of \$19,600.00 for the survey and preliminary design of the Floodplain Restoration Project along Limestone Run/Flood Resiliency Project. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to award the 2019 Borough Gravel Road and Parking Lot Project to Mid-State Paving in the amount of \$15,000.00 contingent upon submittal of the necessary contracting documents and bonds and contingent upon review by the Borough Solicitor and Engineer. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to approve the Borough Office Building Masonry Repair Project Design Plans and permission to release the project for bid. Motion was unanimously approved.

Manager Lowthert reported the Borough didn't received bids for the 2019 Borough owned sidewalk improvement project. The project will likely be included as a component of our 2020 Streets project bid.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

COUNCIL PRESENTATION

MITZI GALLAGER-LONG/SEDA-COG USE OF CDBG FUNDING

PUBLIC COMMENT(S) ON ANY AGENDA ITEM

Char Gray

PUBLIC WORKS/POLICE COMMITTEE
BVRPD

WCEC

APPLICATION TO DCED FOR FFY 2019 CDBG FUNDING/LIMESTONE RUN/FLOOD RESILIENCY PROJECT (FLOODPLAIN RESTORATION)

LDG PROPOSAL FOR SURVEY, PLANNING AND DESIGN OF N. FOURTH ST. REVITALIZATION / STREETScape APPROVED

LDG PROPOSAL FOR SURVEY/ PRELIMINARY DESIGN OF FLOODPLAIN RESTORATION APPROVED

2019 BOROUGH GRAVEL ROAD AND PARKING LOT AWARDED TO MID-STATE

DESIGN/BID DOCUMENT PREPARATION/ADVERTISEMENT APPROVED FOR BOROUGH OFFICE BUILDING MASONRY REPAIR

BOROUGH SIDEWALKS

July 16, 2019

Manager Lowthert stated the staff is reviewing potential alleys for repaving as part of our 2020 Streets project bid. There will be recommendations made to the Public Works Police Committee next month or the month after. There is a potential of using Refuse Funds to assist in the project.

The Committee directed staff to determine a means for Borough residents to recycle weeds at the Borough's Recycling Center/Brush Pile area. The Committee determined that the Borough will continue to not accept grass clippings as has been Borough policy. Staff is exploring a way to collect weeds without contaminating the brush.

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Derman made a motion, seconded by Councilmember Mahon, to approve payment of bills from June 15, 2019 through July 12, 2019 in the amount of \$382,906.59. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Medina, to approve a request from the Union County Veteran's Fourth of July Committee for financial support from Lewisburg Borough in the amount of \$2,100.00 to reimburse them for costs associated with the detour signage required by PennDOT before approval would be granted to close Market Street/Route 45 for the parade. Manager Lowthert explained the Parade Committee approached the Borough because of the PennDOT requirements on extensive signage they acquired a large cost. The Committee is asking for a one-time financial support from the Borough. Manager Lowthert asked East Buffalo Township Supervisor Gray if their Township contributes to the Union County Veteran's Fourth of July Parade. Supervisor Gray didn't know. Manager Lowthert asked Matt Farand if he was aware of any other Municipalities that contribute financially. Mr. Farand is unaware of other Municipalities that financially contribute. Motion was unanimously approved.

The 2020 Lewisburg Borough budget preparation schedule has been finalized and sent to the newspaper for advertisement. The meetings will begin in August.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Medina made a motion, seconded by Councilmember Mahon, to approve HARB item a as submitted and recommended by HARB per their minutes dated July 9, 2019. Motion was unanimously approved.

a. Amanda Unzueta / 227 South Third Street / Barn Renovations. An application was submitted to and reviewed by HARB for barn renovations. Motion was made by Ted Strosser, seconded by Elijah Farrell, to recommend approval and issuance of a Certificate of Appropriateness (COA) for barn renovations as presented and shown in the attachments to the HARB application, recommendation of window grilles shall be (SDL) simulated divided lites and all other materials recommended as presented in the application. Motion was unanimously approved.

Councilmember Medina indicated the current vacancies on the Planning Commission, term expiration 12/31/2019 and 12/31/2022, HARB, term expiration 12/31/2020 and Shade Tree Commission, term expiration 12/31/2021.

PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS: Rudy Mummy wanted to know who is responsible for Fairground Road. Manager Lowthert informed Mr. Mummy that Fairground Road is a PennDot road. Mr. Mummy stated they did a wonderful job repaving. Mr. Mummy inquired if the Water Company is responsible to repair Saint Paul Street from Fairground up to Fifteenth Street. Manager Lowther explained the Water Company will be repaving the area they have disturbed and a slightly larger area outside of it.

William Klaus has a problem with a commercial use Airbnb that has opened next to him in RT1 district that he believes is against Code. Mr. Klaus has made a complaint with the Zoning Officer and has made the Zoning Board aware. Kim Wheeler announced the Planning Commission is having a special meeting to discuss the Airbnb concerns and look at example Ordinances as well as some research that has been done in case law. Mr. Klaus believes the Code is clear indicating a violation. Solicitor Lyons informed Mr. Klaus that the Code is not clear because it is not the typical commercial enterprise. The Planning Commission is looking at the current Ordinance and working with the Zoning Officer to determine a recommendation to Council. There was much discussion.

Char Gray inquired about the barricades at the end of Brown Street. The barricades were placed to prevent speeding North on Brown Street. Council President requested this topic be referred to Public Works/Police Committee.

MAYOR: Mayor Wagner commented that they have been busy with meetings. The traffic study is coming along and they are pleased with all the public support.

COUNCIL PRESIDENT: No report.

BOROUGH MANAGER: No report.

BOROUGH SOLICITOR: No report.

JUNIOR COUNCILMEMBER: No report.

BOROUGH ALLYES

RECYCLING/ WEEDS

ADMINISTRATIVE/ FINANCE COMMITTEE PAYMENT OF BILLS

UNION COUNTY VETERAN'S 4TH OF JULY FINANCIAL SUPPORT APPROVED

COMMUNITY DEVELOPMENT/ PLANNING COMMITTEE HARB

A Unzueta

UPDATES

PUBLIC COMMENT - NON AGENDA ITEMS

RUDY MUMMY

WILLIAM KLAUS

CHAR GRAY

Mayor

COUNCIL PRESIDENT

MANAGER

BOROUGH SOLICITOR

JUNIOR COUNCILMEMBER

July 16, 2019

OTHER COMMITTEES: Councilmember Medina reported BVRA has had final interviews with two candidates for the Executive Director position. They have had discussions regarding safety equipment. BVRA is looking to have a new sign and a design has been sent out. The building owner has been in contact with the Zoning Officer regarding signage.

Ellen Ruby, Executive Director of the LDP, updated Council on River Stage Theatre and Strictly Ballet have been working with the downtown businesses to create a promotion for Victorian Christmas in July that starts Friday. This is a lead up to the auditions for the Lewisburg Victorian Nutcracker. Welcome to the Neighborhood is August 24th. LDP was asked to hold the Pennsylvania Downtown Centers Fall Managers meeting September 18th. Councilmember Comas inquired about a newsletter. Ellen will add the elected officials to the email events.

Councilmember Derman updated Council the Rivertown Team is clearing weeds on Thursday. There is a picnic in the park August 18th at 6pm at Lewisburg Landing.

Barbra Kalin reported some shade trees may be coming down. A resident approached the Shade Tree Commission about having a designated vendor who can provide a discounted price for the removal and replacement of trees. Manager Lowthert commented the Borough doesn't recommend vendors. Manager Lowthert suggested allowing residents to place tree orders with the Shade Tree Commission when they place their bare root order. Barbra Kalin inquired about charging an upfront flat fee per tree. Shade Tree Commission needs to have further discussions and bring the information to Manager Lowthert or Council.

Manager Lowthert reported that the Borough and CK Cog are looking at refuse violations. Warning letters have gone out to property owners in violation and Quality of Life Ordinance violations have been issued.

Councilmember Derman informed Council they continue to work on an agreement with William Cameron Fire Company and Central Susquehanna Fire and Emergency Services (CSFES). CSFES will only responsible for fiscal oversight of William Cameron Fire Company.

WRITTEN REPORTS: Councilmember Derman made a motion, seconded by Councilmember Mahon, to acknowledge receipt of the monthly Fines and Meters Report, Zoning Officer Report, Code Enforcement Officer Report, CK Cog Building Permits, LAJSA June Minutes, LAJSA July Agenda, BVRA May 2019 Board Reports, BVRA June Operations Report, BVRA Board June Agenda, BVRA May Meeting Minutes. Motion was unanimously approved.

WORK SESSION: Manager Lowthert said there will be a work session held Tuesday August 13, 2019 to continue with the recommendations from the EIP Study and long-term planning.

Council President Morris called for executive session at 7:39 PM for personnel and legal matters.

Council returned at 9:31 PM.

There being no further business, Councilmember Derman made a motion, seconded by Councilmember Mahon, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 9:31 PM.

Respectfully submitted,

Jacqueline A. Anders
Borough Secretary

**OTHER
COMMITTEES
BVRA**

LDP

LNC

STC

CK Cog

CENTRAL
SUSQUEHANNA FIRE
AND EMERGENCY
SERVICES BOARD

**WRITTEN
REPORTS**

WORK SESSION

Executive Session

ADJOURNMENT