

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, July 18, 2017**, in the Council Chambers, 55 South Fifth Street. Present: Council President Bergonia; Councilmembers Cox, Derman, Frederick, Mahon, Martin, Morris and Yohn; Mayor Wagner, Solicitor Lyons, Manager Lowthert and Secretary Garrison. Absent: Chief Yost. Also present: Matt Farrand, Taylor Lightman, Anne Justice, Richard Dean and Jack Drouin.

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 June 20, 2017 regular monthly meeting. Motion was unanimously approved.

PUBLIC PARTICIPATION: There were no members of the public that wished to speak.

PUBLIC WORKS/POLICE COMMITTEE: Council received the Buffalo Valley Regional Police Department's (BVRPD) monthly report. Mayor Wagner commented, in the Chief's absence, that things are going very well within the Regional Police Department.

Motion was made by Councilmember Mahon, seconded by Councilmember Derman, to award the 2017 Borough-Wide Streets Project contract, specifically items 1 through 8, base bid amounts for general services, St. Lawrence Street (from St. Mary Street to St. Paul Street), St. Anthony Street (from St. Lawrence Street to Borough line), Smith Alley and Green Alley (from Seventh Street to Cherry Alley), Beck Street and Hazel Tree Alley (from Fourth Street to Hazel Tree Alley), Cherry Alley and Linn Alley (from Seventh Street to Lin Alley/from Fourth Street to Fifth Street/from Front Street to Second Street), Ikeler Street (from Maclay Avenue to Route 15), White Pine Alley (from Sixth Street to Seventh Street/from Fourth Street to Fifth Street/from Front Street to Second Street), as well as add alternate one and add alternate two as needed, to David Gutelius Excavating, Inc., in the total base bid amount of \$292,826.00, subject to receipt of acceptable performance and payment bonds and contingent upon the review and approval of the Borough Solicitor and Borough Engineer. **ON THE QUESTION:** Manager Lowthert explained the one add on has to do with base repairs; we do not know the condition of the alleys until we strip the asphalt off. Several alleys were cored and they appear to be in better shape than anticipated, so hopefully there will not be a need for a lot of base repair work. The other add on is associated with the tac coat, which makes a much better finished product and is recommended by the Borough Engineer. The final cost, once add alternates are in there, should be around \$350,000.00 to \$375,000.00. Motion was unanimously approved.

Councilmember Mahon said the Public Works/Police Committee is currently looking at Borough's streets in an effort to determine those that will be recommended as part of the 2018 Streets Project. Manager Lowthert said he would like to see the 2018 Streets Project put out for bid early in 2018 so we know if we have any debt service funds available to put into any other projects. He noted the Borough has a two year window to use those funds.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Morris made a motion, seconded by Councilmember Martin, to approve HARB items a through d, as submitted and recommended by HARB per their minutes dated July 11, 2017. Motion was unanimously approved.

a. Karmup, LLC and Novipod, LLC/M. Levan-Tennant/5 North Third Street (300 Market Street)/Sign. An application was submitted to and reviewed by HARB for a sign. Motion was made by Ted Strosser, seconded by Steve Snook, to recommend approval of a sign as described in the project description of the HARB application and as shown on the drawing attached to the HARB application. Motion was unanimously approved.

b. Phillip Peterson/25 North Seventh Street/Fence. An application was submitted to and reviewed by HARB for a fence. Motion was made by Elaine Wintjen, seconded by Fred Martin, to recommend approval of a fence as described in the project description of the HARB application, and as shown in the attachment to the HARB application, said fence to be painted and/or stained within one year. Motion was unanimously approved.

c. M&T Bank/409 Market Street/Entrance-Lighting. An application was submitted to and reviewed by HARB for a new entranceway and new lighting. Motion was made by Mary Mastascusa, seconded by Fred Martin, to recommend approval of new entranceway, new exterior lighting for relocation of ATM/Night Drop Box, all as detailed in project description of the HARB application, and as shown in the plans attached to the HARB application. Motion was unanimously approved.

d. Kathy Lentz/56-58 South Fourth Street/Doors-Windows. An application was submitted to and reviewed by HARB for new doors and windows. Motion was made by Ted Strosser, seconded by Mary Mastascusa, to recommend approval of new doors and windows, as described in the project description of the HARB application, with a clarification that the windows are two over two simulated divided light (SDL) windows the same size as the existing windows. Motion was unanimously approved.

Councilmember Morris made a motion, seconded by Councilmember Mahon, to request the Lewisburg Area School District (LASD) select a Borough high school student to attend Council meetings to act as a liaison between the Borough and the LASD. **ON THE QUESTION:** Mayor Wagner reported she, along with Councilmember Morris, were working on a project in an effort to be supportive and aware of what is taking place within the School District, because now, with the school being out of town, we feel somewhat isolated. Having a Borough student, non-voting, sitting with Council might be a way to provide a good exchange of information. Councilmember Morris commented this is in conjunction with the efforts of the Community Zone. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

PUBLIC PARTICIPATION

PUBLIC WORKS/POLICE COMMITTEE BVRPD MONTHLY REPORT

2017 BOROUGH-WIDE STREET PROJECT CONTRACT AWARDED TO DAVID GUTELIUS EXCAVATING

SELECTION OF STREETS UNDER REVIEW FOR THE 2018 BOROUGH-WIDE STREETS PROJECT

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE HARB

KARMUP LLC/NOVIPOD LLC

P PETERSON

M&T BANK

K LENTZ

BOROUGH REQUEST TO LASD FOR HIGH SCHOOL STUDENT TO ATTEND BOROUGH COUNCIL MEETINGS AS LIAISON

July 18, 2017

Councilmember Morris indicated there is currently a HARB vacancy with a term expiration date of December 31, 2017, and a Planning Commission vacancy with a term expiration date of December 31, 2018. The Planning Commission is awaiting the Borough engineer's review and subsequent comments on the draft of the Subdivision and Land Development Ordinance (SALDO).

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Cox made a motion, seconded by Councilmember Derman, to approve the payment of bills from June 17, 2017 through July 14, 2017, in the amount of \$351,911.73. Motion was unanimously approved.

Councilmember Cox indicated at the last Administrative/Finance Committee meeting Staff presented the six month budget review and will be attempting to schedule meeting dates for the 2018 budget discussions. Manager Lowthert said he has looked at the calendar, taking existing meetings into consideration; are any days during the week that will not work. He intends on holding some meetings at 3:00 PM and some meetings at 5:00 PM and he would like to keep the meetings to approximately an hour. There was **much** discussion on possible meeting days; it appeared that Tuesdays and Thursdays were the best days. Manager Lowthert said he would provide a draft schedule for Council review.

MAYOR: Mayor Wagner reminded everyone of National Night Out on Tuesday, August , noting that Corporal Burrows puts a lot of work into this event and it is always an amazing evening. She invited everyone to attend. She reminded everyone of the Triathlon on Saturday, August , another great event.

COUNCIL PRESIDENT: No report.

MANAGER: Manager Lowthert said this week we received notification from FEMA that we could close the Repetitive Flood Claims (RFC) Grant Fund, which was established for the South Sixth Street property demolitions; this account has been closed. We also hired the two part-time employees, as authorized by Council, for the Recycling Center and brush pile. Now that we have three part-time employees to cover these locations, enforcement of the brush pile has started. Right now we are simply questioning people whether they are Borough residents and it is based on an honor system. As we continue with this process, we will continue to tighten up the process. There was **much** discussion.

SOLICITOR: No report.

OTHER COMMITTEES: Council President Bergonia reported BVRA is doing very well. Last evening there was a meeting with a Bucknell University professor regarding placement of solar panels on the locker room, which could cut our electric bills almost in half. BVRA will be filling out grant applications in the very near future.

Councilmember Morris, on behalf of the LDP, reported the sidewalk chalk event was rained out last Friday and will be held this Friday the . She reminded everyone of the all-day Art in the Park and Crafts event to be held this Saturday the . The , the last Friday of this month will be the monthly "Fun Friday." And, on August there will be a Pub Crawl (seven restaurants are participating) at 5 PM; they are asking for online registrations vs. taking registrations that night and noted there will be designated drivers.

Councilmember Derman reported a Regional Bike and Pedestrian Advisory Committee is forming and the there will be a meeting held at the Union County Government Center. Mayor Wagner stated the LNC still needs a board member, and there has not been any flood activity recently. Manager Lowthert commented SEDA-COG, as a result of their meeting with Council and the flood resiliency project, has forwarded a copy of the survey they will be sending out to residents and property owners. This is in an attempt to get a mix of responses back.

Manager Lowthert reported the Shade Tree Commission (STC) continues to be very active. Letters are now being sent to residents that have Ash trees in the right-of-ways and/or in their yards, because of the potential of falling branches on sidewalks and roadways. This is being viewed as a property maintenance issue.

Council President Bergonia stated that the Central Keystone-COG continues to be extremely busy.

Council President Bergonia reported the Community Garden is having a very good summer and has reported approximately 300 lbs. more vegetables this year than last year.

Councilmember Cox reported there is a MACAC meeting next week and he has asked Council President Bergonia to attend in his absence.

OLD BUSINESS: None.

NEW BUSINESS: None.

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

GENERAL UPDATES

**ADMINISTRATIVE/
FINANCE
COMMITTEE
PAYMENT OF BILLS**

**SELECTION OF
BUDGET WORK
SESSION MEETING
DAYS/TIMES**

MAYOR

**COUNCIL
PRESIDENT**

**MANAGER
RFC GRANT FUND
CLOSED**

**TWO PART-TIME
EMPLOYEES HIRED**

SOLICITOR

**OTHER
COMMITTEES
BVRA**

LDP

LNC

STC

CK-COG

**COMMUNITY
GARDEN**

MACAC

OLD BUSINESS

NEW BUSINESS

WRITTEN REPORTS

July 18, 2017

WORK SESSION: Council President Bergonia reported there will not be a work session on Tuesday, August 8, 2017.

Council President Bergonia called for a five minute recess at 7:25 PM.

Councilmember Morris made a motion, seconded by Councilmember Mahon, to hold an executive session on legal matters. Motion was unanimously approved.

Council entered executive session at 7:30 PM. Council returned at 8:15 PM.

There being no further business, Councilmember Morris made a motion, seconded by Councilmember Frederick, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 8:15 PM.

Respectfully submitted,

Patricia M. Garrison
Borough Secretary

WORK SESSION

RECESS

LEGAL MATTERS

**(EXECUTIVE
SESSION)**

ADJOURNMENT