

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, August 15, 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, Secretary Garrison and BVRPD Chief Yost. Also present: Michelle Dietrich, James Blount, Matt Becker, JR Young, Matt Schumacher, Matt Farrand, Vaughn Murray, Stephen Bolinsky, Grace Mahon, Andrea Tufo, Cookie Connolly, and Hank Baylor.

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 Derman, seconded by Councilmember Martin, to approve the minutes of the July 11, 2017 regular monthly meeting. Motion was unanimously approved.

PUBLIC PARTICIPATION: Andrea Tufo, Executive Director of the Donald Heiter Community Center (DHCC), shared some of this year's success stories and pointed out that 2018 will be their 25th Year Anniversary. There is a year's worth of celebrating being planned and she shared the proposed calendar of events. She spoke to Mayor Wagner about honoring Chief Heiter's birthday, September , by declaring it Donald Heiter Day. Anyone with ideas of how to celebrate the DHCC should feel free to call and share ideas. Penn Garvin commented she was involved with the Community Center before it was called the DHCC; she thanked Mayor Wagner for being so very supportive of the DHCC. Mayor Wagner said Andrea Tufo should be commended, because without Ms. Tufo's commitment there wouldn't be a DHCC.

PUBLIC WORKS/POLICE COMMITTEE: Council received the Buffalo Valley Regional Police Department's (BVRPD) monthly report. Mayor Wagner commended Chief Yost and Corporal Burrows, as well as everyone else that helped put together National Night Out; it was a *huge success again*. Chief Yost recognized all the organizations that come together to make this event the success that it is noting there were 100 participating agencies of all types. He read and presented a Certificate of Appreciation to the Borough of Lewisburg in recognition of their valuable sponsorship, as a bronze sponsor recipient, and their valuable participation in National Night Out.

Manager Lowthert reported Staff and the Borough Engineer have reviewed the streets to determine those that will be prioritized to be part of the 2018 Streets Project. The Engineer's Opinion of Probable Construction Cost (OPC) will be presented at the next Public Works/Police Committee meeting in September. If the committee agrees, it is our hope this project will be approved for bid advertisement so the work can be done early spring of 2018.

Manager Lowthert reported the committee authorized approval of the Larson Design Group (LDG) proposal for the survey work and design work associated with the South Sixth Street Project. This not only is for Phase I of the streetscape work, but also for the work being done with the Community Development Block Grant (CDBG) funds, at a cost of \$6,750.00.

Councilmember Mahon asked when the 2017 Street Project work will begin. Manager Lowthert said the preconstruction meeting was held with the low bidder, Gutelius Excavating, Inc., and milling work will occur first, then base repairs as needed must be made, then final paving takes place. He hopes to see this work begin within the next few weeks and once it begins, it will go rather quickly.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Morris made a motion, seconded by Councilmember Martin, to approve HARB items a, b and c, as submitted and recommended by HARB per their minutes dated August 8, 2017. Motion was unanimously approved.

a. Lewisburg Borough/Ted Strosser, Architect-Contact Person/55 South Fifth Street/Handicapped Accessible Ramp/New Entry Door. An application was submitted to and reviewed by HARB for a handicapped accessible ramp and new entry door. Motion was made by Elaine Wintjen, seconded by Mary Mastascusa, to recommend approval of a handicapped accessible ramp and a new entry door to match existing, as described in the project description of the HARB application and as shown on the drawings attached to the HARB application. Motion was approved with one abstention; Ted Strosser abstained.

b. Seigel Properties, LLC/Nathan Seigel, Managing Member-Contact Person/26 St. John Street/Windows-Doors-Roof. An application was submitted to and reviewed by HARB for windows, doors and a roof. Motion was made by Ted Strosser, seconded by Fred Martin, to recommend approval of new windows, door and a roof as described in the scope of work document attached to the HARB application, specifically with roof-raised seam metal with concealed fasteners, 1 of 1 double hung windows with in the existing openings, smooth vinyl siding and k gutter to replace existing in-kind. Motion was unanimously approved.

c. Benjamin-Sarah Wheatley/701 Market Street/Fence. An application was submitted to and reviewed by HARB for a fence. Motion was made by Kim Walter, seconded by Fred Martin, to recommend approval of a fence as detailed in project description of the HARB application, and as shown in the pictures attached to the HARB application, with said fence being painted and/or stained within one year. Motion was unanimously approved.

Councilmember Morris made a motion, seconded by Councilmember Derman, to approve the request of Laurie Slear of The Mercantile to use the Lewisburg three globe light standard image on glassware, per the diagram provided. ON THE QUESTION: Manager Lowthert clarified that the image shown in the diagram will appear on a variety of glassware. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

PUBLIC PARTICIPATION

**ANDREA TUFO
PENN GARVIN**

**PUBLIC WORKS/
POLICE COMMITTEE
BVRPD MONTHLY
REPORT**

**2018 STREETS
PROJECT**

**APPROVAL OF LDG
PROPOSAL FOR
SURVEY/DESIGN
WORK FOR SOUTH
SIXTH STREET
PROJECT**

**2017 STREETS
PROJECT UPDATE**

**COMMUNITY
DEVELOPMENT/
PLANNING
COMMITTEE
HARB**

BOROUGH

**SEIGEL
PROPERTIES**

B-S WHEATLEY

**USE OF THREE
GLOBE LIGHT
STANDARD BY THE
MERCANTILE (ON
GLASSWARE)
APPROVED**

August 15, 2017

Councilmember Morris reported there have been discussions about the Holiday lights on the trees and street lights downtown. The LDP's business forum meets at Pronto on Thursday, September 7th at 8:30 AM to discuss the Holiday decorations and our Manager was invited so he can address any suggestions and/or questions that may come up.

Manager Lowthert indicated there is still a HARB vacancy and a Planning Commission vacancy.

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Cox made a motion, seconded by Councilmember Derman, to approve the payment of bills from July 15, 2017 through August 11, 2017, in the amount of \$206,088.60. Motion was unanimously approved.

Councilmember Cox made a motion, seconded by Councilmember Morris, to approve Resolution No. 17-13, placement of a banner across Market Street for Bucknell's Labor Day Weekend Fireworks (September 2nd Post-Game Football at Christy Mathewson-Memorial Stadium). Motion was unanimously approved.

Council President Bergonia indicated that next on the agenda is the proposed Fire Department Intergovernmental Agreement (IGA). Present is Hank Baylor, Matt Schumacher and Vaughn Murray; Council's representative is Ed Cox and he asked to speak first tonight. Councilmember Cox provided a document addressing the history of the Municipal and Community Advisory Committee (MACAC), which he reviewed. This committee was formed because municipalities decided they wanted a voice in the management of the fire company. After many meetings and many discussions on how to structure a funding formula for the fire company, the committee made a selection for the per capita formula.

Vaughn Murray, a resident of West Chillisquaque Township, a Township Supervisor, and a member of the William Cameron Engine Company (WCEC), said he is here primarily as a member of the community and to clarify some things from his perspective. He provided an information sheet titled, "Information for Lewisburg Borough on Central Susquehanna Valley Fire and Emergency Services Plan/IGA/Funding" to Council and reviewed this document. He noted this isn't regionalization, but reorganization, because there are five municipalities already serviced either wholly or partially by WCEC. This is a change to the way the fire company is managed and the key initially was to build relationships between the municipalities and the fire department. This IGA, as proposed, will turn over management to a board of municipal officials. Although initially the thought was the per capita formula would be a good idea, it was later recognized this would create a huge increase to taxpayers. So, a transition from the current taxable assessed value to per capita will be a large burden to some municipalities and he reviewed the second sheet he distributed titled, "WCEC Funding Comparison." Per capita funding as proposed would mean a 92% increase to West Chillisquaque Township, a 68% increase to Buffalo Township, a 58% increase to Kelly Township, an 88% increase to the Borough, and a 21% decrease to EBT. He totally agrees an increase is needed for the fire company to sustain the services they currently provide. However, he doesn't feel the increase being asked for is enough as nothing has been put aside for capital purchases. He looks at the budget reports every month and realizes how extremely tight this budget is and an unknown could cause a major problem. He hopes we can come up with some funding formula that works better to everyone because West Chillisquaque Township does want to be a part of this current version. And, if we can't be part of the organization, hopefully we can enter into a contractual relationship to continue receiving services. He thanked Council for their time.

Hank Baylor, Chairman of MACAC, and an East Buffalo Township Supervisor, said he has been on the MACAC since its inception. He asked Vaughn Murray if West Chillisquaque Township would participate if they decided to go with the relief formula. Mr. Murray said probably because that takes into account a higher budget and the overall increase to West Chillisquaque Township would be much less. Mr. Baylor said public safety is important, both police protection and fire protection. A few years ago we found out the Roberts Company was running the fire department and it was costing \$60,000.00 just to have them provide people; we realized this couldn't go on. On paper there are over 50 volunteer members of the WCEC, but there are only 18 volunteers that show up to an incident, with 12 of those being from Bucknell University. This is the reason you go from \$6.00 per capita to \$27.00 per capita and there may be adjustments in the future. The formula recommended is based on population and that is it. After talking to many people, it appears this is the fairest and easiest way to manage and this makes it easy for anyone to join. He asked everyone to go to You-Tube and search Christmas tree burning and you will see that in three minutes an entire room will be engulfed in flames. He pointed out to Mr. Murray that if Milton has to respond to a fire in West Chillisquaque Township, the response time is 10 to 15 minutes and WCEC is 2 minutes away. The WCEC is a top notch organization. The three municipalities, and he hopes Lewisburg will be the fourth, are willing to go in and start this IGA the right way. He commended the Borough for the significant bump in funding this past year. Councilmember Martin asked what is meant by there may be adjustments in the future. Mr. Baylor reiterated we have gone from a \$6.00 per person organization to a \$27.00 per person organization and *will* continue to grow, and we have not considered the capital equipment budget and do not know the impact of that. The language in the IGA contains a formula for increases; the fire department just can't request an increase above 5% as that would have to be voted upon. Councilmember Morris questioned if what she heard is true and that is that the William Cameron Engine Company name is going away. Chief Blount said that is not correct. There will be an umbrella of Central Susquehanna Valley Fire and Emergency Services and the fire house and two buildings will always remain William Cameron. Councilmember Derman asked what the cost was previously based upon. Mr. Murray said it was .46 mills on taxable assessed value. Mr. Baylor commented the Borough has a lot of exempt properties and EBT

HOLIDAY
DECORATIONS
DOWNTOWN

VACANCIES

ADMINISTRATIVE/
FINANCE
COMMITTEE
PAYMENT OF BILLS

RESOLUTION NO.
17-13/BANNER
ACROSS MARKET
STREET

DISCUSSION OF
FIRE DEPARTMENT
INTERGOVERN-
MENTAL
AGREEMENT OF
COOPERATION
(IGA)

VAUGHN MURRAY

HANK BAYLOR

August 15, 2017

has very few. The cost is the cost and funding must come from somewhere; if EBT pays less, others will have to contribute more. Should someone decide not to have WCEC, remember, there is the ISO, and the further away from the fire house you are or the further away from a fire hydrant you are, the more you pay. And, if you have a volunteer organization vs. a paid organization, the more you pay.

Chief Blount thanked everyone that spoke on behalf of the fire department and that has been involved in this very tedious process. He is always looking for volunteers and National Night Out was an excellent opportunity to reach out to people. He agreed with Mr. Murray that the budget is a bare bones budget. For many years we have been funding a *volunteer* fire department and we are now a *combination* fire department. The reason we do not have a capital equipment fund currently is because we can utilize the Fire Relief funding for the majority of our equipment. We have approximately \$350,000.00 of Fire Relief funding accumulated from years past. Manager Lowthert said annually the Fire Department sees about \$30,000.00 in Fire Relief funding from the Borough of Lewisburg. Chief Blount says every community receives these funds and then they turn them over to the Fire Department. Manager Lowthert explained the IGA is under legal review by the Solicitor and will be forwarded to Council soon. If the IGA is funded at current levels, there will be a tax increase in the Fire Fund next year of approximately 0.2 mills.

Council President Bergonia indicated the next budget work session is scheduled for Thursday the 17th at 5:30 PM. Manager Lowthert said he hopes to have a draft of all the funds for review.

Council President Bergonia indicated the Manager and Solicitor are continuing to pursue delinquent refuse accounts.

MAYOR: Mayor Wagner stated she received a call from Representative Keller's office last week, specifically Ben Ranck, Legislative Assistant, and there were so many calls from constituents they contacted PennDOT about the volume of truck traffic on Market Street. PennDOT in turn contacted Weis Markets and Watsontown Trucking and asked that they limit their truck traffic on Market Street. Hopefully we will see a difference and if we do not, we are to get data on the trucks traveling on Market Street and report to PennDOT. Manager Lowthert commented Arnie Kriner from Senator Yaw's office indicated they are also involved. He understands that trucks making local deliveries that would have always been on Route 45 will continue to travel Route 45. Mayor Wagner said she is grateful to Weis Markets and Watsontown Trucking for being cooperative. She updated Council on the success of the Triathlon, and the positive meeting she had with the Lewisburg School District Superintendent. She thanked Jack Druin, a student, for shadowing her during the month of July, noting that a young person sitting here with Council would be very valuable. She reported on the Going Gold fundraiser for pediatric cancer September 6th, the Crosswalk Safety Campaign by the LNC on August , and the Final Friday at the Heiter Center.

COUNCIL PRESIDENT: No report.

MANAGER: Manager Lowthert reported the Adaptive Signal Project is close to construction, so there are several items that require Council action. The general tentative schedule is construction will begin sometime in October, with the system active by the end of the calendar year, and the closeout will occur early in 2018.

Councilmember Morris made a motion, seconded by Councilmember Derman, to approve supplement to Agreement L00070 to add construction engineering services (Pennoni Associates to perform construction engineering) for the Route 15 Adaptive Signal Project in the amount of \$24,492.49 (80% Federal Funds/20% State Funds), as recommended by PennDOT. Motion was unanimously approved.

Councilmember Morris made a motion, seconded by Councilmember Derman, to award the bid for the Route 15 Adaptive Signal Project to Kuharchick Construction, Inc. in the amount of \$369,876.30, as recommended by PennDOT. ON THE QUESTION: Manager Lowthert reported between the design and the anticipated inspection and the construction costs, almost the entire amount of grant funds allocated to the project will be used. PennDOT has strongly recommended that both EBT and the Borough allocate money in next year's budget, about \$10,000.00 each, to cover any cost overruns. Motion was unanimously approved.

Councilmember Morris made a motion, seconded by Councilmember Mahon, to approve Resolution No. 17-14, Adaptive Signal Project Letter of Amendment (LOA), specifically changes to Exhibit A, which reflects moving funds from Municipality Incurred Costs to Commonwealth Incurred Costs for Construction Inspection Services. ON THE QUESTION: Manager Lowthert indicated that PennDOT has decided they should be the inspector on this project, instead of Pennoni, and Pennoni has agreed. Motion was unanimously approved.

Manager Lowthert informed Council that when PennDOT did their repaving project on Route 15 about a year ago, the signal loops at the Route 192 (Buffalo Road)/Route 15 intersection stopped working as they were supposed to; if you were heading southbound on Route 15, it always signaled for a left turn onto Buffalo Road whether a car was there or not. PennDOT and the Borough recognized this very early, discussed spending taxpayer monies to fix this loop, but because the Adaptive Signal Project was coming, it was decided not to fix the loop that would become obsolete. PennDOT changed their mind because Route 15 is part of the truck detour for the Northumberland Project and is seeing heavy traffic. PennDOT wants to get this corridor functioning properly and there will be no cost to the Borough.

**FIRE CHIEF
BLOUNT**

**NEXT BUDGET
WORK SESSION**

**DELINQUENT
REFUSE
ACCOUNTS**

MAYOR

**COUNCIL
PRESIDENT**

MANAGER

**ADAPTIVE SIGNAL
PROJECT ACTIONS
REQUIRED:**

**APPROVAL OF
SUPPLEMENTAL
AGREEMENT**

**AWARD OF
PROJECT TO
KUHARCHICK
CONSTRUCTION,
INC.**

**RESOLUTION NO.
17-14 (LOA)**

**REPAIRS TO
SIGNAL LOOPS AT
ROUTE 192/ROUTE
15**

August 15, 2017

SOLICITOR: No report.

OTHER COMMITTEES: Council President Bergonia reported BVRA is slowing down as we approach the end of summer.

Councilmember Morris commented it is difficult to keep up with Tere Rill, our LDP Executive Director. She updated Council on the Final Fun Friday in themed the Dog Days of Summer, and the Welcome to the Neighborhood event for the Bucknell students. She noted the Pub Crawl was successful and there will be more to come.

Councilmember Derman reported there is a river clean-up coming up this month, there will be a walk to school day again this year for the Linntown Intermediate School and the Donald H. Eichhorn Middle School, and there is another River Road Holiday scheduled in September. Manager Lowthert said the SEDA-COG Flood Program continues as surveys were distributed to all property owners and tenants/residents within the floodplain, and a public meeting will be held August 31st at 6 PM at the Langone Center focusing on flood insurance. He said RSVPs were requested in order to be sure that the room will be large enough for all those attending.

Manager Lowthert reported the Shade Tree Commission (STC) continues with their work, and he still hasn't heard whether or not there will be a fall planting.

Council President Bergonia stated the Central Keystone-COG continues to be busy. Hank Baylor asked questions regarding the services provided by the CK-COG, explaining that Ralph Hess, EBT's Planning Director, is retiring and EBT has been decided to engage the services of the CK-COG. Manager Lowthert reported that since he has been here he has been very proactive with code related matters; our Code Enforcement Officer, Jim Emery, has been very responsive. We have also been asking a lot of our Zoning Officer, David Hines, and he too has definitely come through for us. Mr. Baylor commented he likes the pay as you go aspect.

Council President Bergonia stated he has reported the Community Garden had a very good summer and indicated there was an extra 2,000 lbs. of food given away.

Councilmember Cox said he has nothing to add with regard to the MACAC.

OLD BUSINESS: None.

NEW BUSINESS: None.

WRITTEN REPORTS: Councilmember Derman 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.

WORK SESSION: Council President Bergonia reported there will be a work session Tuesday, September 12, 2017 to continue discussions on the proposed 2018 budget.

Council President Bergonia called for a five minute recess at 8:30 PM.

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

Council entered executive session at 8:40 PM. Council returned at 9:25 PM.

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

Respectfully submitted,

Patricia M. Garrison
Borough Secretary

SOLICITOR

OTHER COMMITTEES
BVRA

LDP

LNC

STC

CK-COG

COMMUNITY
GARDEN

MACAC

OLD BUSINESS

NEW BUSINESS

WRITTEN REPORTS

WORK SESSION

RECESS

LEGAL
MATTERS/UNION
NEGOTIATIONS

(EXECUTIVE
SESSION)

ADJOURNMENT