The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, August 20, 2019** in the Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Morris; Councilmembers Derman, Mahon, Yohn, Heayn, Medina, Comas and Fredrick; Mayor Wagner, Solicitor Lyons, Manager Lowthert, Secretary Anders, Fire Chief Blount and Junior Councilmember Kaszuba. Also present: Lynne Ragusea, Ellen Ruby, Barbra Kalin, Nathan Condon, Sarah Wochele, Sandy Field and Matt Farand.

**ATTENDANCE**

**CALL TO ORDER**

**APPROVAL OF MINUTES**

**COUNCIL PRESENTATION**

**Green New Deal Lewisburg**

**PUBLIC COMMENT(S) ON ANY AGENDA ITEM**

**PUBLIC WORKS/POLICE COMMITTEE**

**BVRPD**

**WCEC**

**2020 Streets additions**

**LDG Engineering for 2020 Streets Approved**

**LDG Engineering for Walker/Loomis Repaving Project Approved**

**LDG Survey for unopened alley Approved**

**Preparation of Ordinance to prohibit parking**

**Four-way Stop at N 11th Street**

**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 July 16, 2019 regular monthly meeting. Motion was unanimously approved.

**COUNCIL PRESENTATION(S):** Sarah Wochele and Sandy Field from the Green New Deal Lewisburg informed Council that there’s a call for a Global Climate Strike on Friday, September 20, 2019. There are youth led groups who are calling for action regarding climate change. They are hoping that Lewisburg Borough in conjunction with Bucknell will stand behind and partake in the Global Climate Strike in Lewisburg. The event would start on Campus at 11:30. After some speakers, the group would walk down Seventh Street and St. Louis Street to Hufnagle Park and open it to have people stand with their signs for the remainder of the day at the Post Office showing their support for demanding climate justice in the Community. Sandy Field commented that in addition to the Green New Deal Lewisburg she is a part of the Climate Reality Project that is a global organization working to raise awareness to the climate crisis. They have several different campaigns to encourage businesses, Communities and people to take action. They are asking the Borough of Lewisburg to make a commitment by Resolution that would state the Borough of Lewisburg would take action on the Climate Crisis. The commitment would be for the Borough and it would be what makes economic sense for the Borough.

Borough Manager Lowthert informed Sarah and Sandy that the march coming into Hufnagle park needs to start with approval from Campus with the Office of Civic Engagement before being presented to the Borough for approval. Also, Borough Manager Lowthert suggested they consider using Sixth Street instead of Seventh Street due to fewer cars and big grass area to use. Borough Manager Lowthert also commented that with this type of request, it would need to go to an existing Borough Committee.

**PUBLIC COMMENT(S) ON ANY AGENDA ITEM:** None

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

Fire Chief Blount reviewed the monthly and year to date fire report. Fire Chief Blount gave credit to the staff and volunteers for the amazing job they have done in the Communities. On August 2, 2019, Chief Blount graduated from Nation Fire Academy Executive Fire Officer Program which is the highest honor in the Country for the Fire Service. There are 56 Officers in PA and 2000 Officers worldwide. Fire Chief Blount became one of the 1388 Officers worldwide to received Chief Fire Officer Designation through the Center of Public Safety Excellence.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to approve adding sections of Wagner Alley, Bell Alley, Cherry Alley, Hazel Tree Alley, Chestnut Tree Alley, Blackberry Alley, and Pear Tree Alley to the Borough 2020 Streets Project. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to approve a proposal from Larson Design Group in the amount of $40,480.00 for engineering design, bidding, and construction management services associated with the Lewisburg Borough 2020 Streets, Alleys, and Borough Owned Sidewalk Replacement Project. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to approve a proposal from Larson Design Group in the amount of $15,500.00 for engineering design, bidding, and construction management services associated with the Walker Street – Loomis Street Repaving Project. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to approve a proposal from Larson Design Group in the amount of $6,100.00 for topographic survey and conceptual design services associated with a reported water issue along an unopened alley located west of Spruce Street between the Lewisburg Cemetery and St. Louis Street. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to direct Borough Solicitor to prepare a draft Ordinance for consideration by Council to prohibit the parking of larger vehicles along Borough Streets after the Borough Staff and Committee members consult with the Chief of Police to define the parameters of the restrictions of the ordinance. There was much discussion. Staff to define larger vehicle and times. Motion was unanimously approved.

Per direction of Mayor Wagner, Borough staff installed a four-way stop at North Eleventh Street and St. Anthony Street. Four-way stop will be evaluated over the next 90 days.

**August 20, 2019**

**ADMINISTRATIVE/**

**FINANCE COMMITTEE**

**PAYMENT OF BILLS**

**Deputy Tax Collector Appointment**

**FYI**

**COMMUNITY DEVELOPMENT/**

**PLANNING COMMITTEE**

**HARB**

**Zeigler**

**Jordanna Adams**

**Farmhouse Fancy**

**Amami**

**NiDO**

**Troisi**

**Campbell**

**Stewart**

**Street Light Image**

**Approval**

**LDP Alcohol Permit**

**STC Resignation**

**LCB Noise Enforcement Exemption**

**ADMINISTRATIVE/FINANCE COMMITTEE:** Councilmember Derman made a motion, seconded by Councilmember Heayn, to approve payment of bills from July 13, 2019 through August 16, 2019 in the amount of $352,862.00. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Heayn, to appoint Paige Curry as the Lewisburg Borough Deputy Tax Collector. Motion was unanimously approved.

Committee directed that Lewisburg Borough join the Greater Susquehanna Valley Chamber of Commerce and the Central PA Chamber of Commerce for the remainder of 2019 and to budget for the memberships in 2020.

**COMMUNITY DEVELOPMENT/PLANNING COMMITTEE:** Councilmember Yohn made a motion, seconded by Councilmember Derman, to reject and send back to HARB item a. Alan and Tana Zeigler requiring further clarification. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Medina, to approve HARB items b through h as submitted and recommended by HARB per their minutes dated August 13, 2019. Motion was unanimously approved.

1. **Alan & Tana Zeigler / 45 North Front Street / Fence (Replaced).** An application was submitted to and reviewed by HARB for a fence. Motion was made by Ted Strosser, seconded by Kim Walter-Makowski to recommend approval and issuance of Certificate of Appropriateness (COA) for a replacement fence as submitted in the project description of the HARB application, recommendation for ActiveYards Cypress Haven Series fence as detailed in the application. Motion was approved with one Against. Elijah Farrell voted against.
2. **“Jordanna Adams” / 308 Market Street / Sign (Replaced).** An application was submitted to and reviewed by HARB for a sign. Motion was made by Elaine Wintjen, seconded by Kim Walter-Makowski to recommend approval and issuance of Certificate of Appropriateness (COA) for a replacement sign as submitted in the project description of the HARB application. Motion was unanimously approved.
3. **“Farmhouse Fancy” / 204/206 Market Street / Sign.** An application was submitted to and reviewed by HARB for a sign. Motion was made by Ted Strosser, seconded by Elijah Farrell to recommend approval and issuance of Certificate of Appropriateness (COA) for a window sign as submitted in the project description of the HARB application, recommendation for the window sign as presented with second perpendicular hanging sign on existing mount to be confirmed by the Zoning Officer. Motion was unanimously approved.
4. **“Amami” / 512 Market Street / Signs (Replaced).** An application was submitted to and reviewed by HARB for signs. Motion was made by Kim Walter-Makowski, seconded by Elijah Farrell to recommend approval and issuance of Certificate of Appropriateness (COA) for replacement signs as submitted in the project description of the HARB application. Motion was unanimously approved.
5. **“NiDO” / 103 South Sixth Street / Signs.** An application was submitted to and reviewed by HARB for signs. Motion was made by Elaine Wintjen, seconded by Ted Strosser to recommend approval and issuance of Certificate of Appropriateness (COA) for signs as submitted in the project description of the HARB application, recommendation as submitted pending zoning review. Motion was unanimously approved.
6. **Aaron & Jessie Troisi / 113-115 North Fourth Street / Windows & Doors.** An application was submitted to and reviewed by HARB for windows and doors. Motion was made by Elijah Farrell, seconded by Ted Strosser to recommend approval and issuance of Certificate of Appropriateness (COA) for windows and doors as submitted in the project description of the HARB application, recommendation for windows to be 6 over 6 with SDL (exterior divided lites) all to match existing openings, doors smooth, ½” glass, standard height with storm door. Motion was unanimously approved.
7. **Elaine Campbell / 5 Market Street / Gutter (Replaced).** An application was submitted to and reviewed by HARB for gutter. Motion was made by Kim Walter-Makowski, seconded by Elaine Wintjen to recommend approval and issuance of Certificate of Appropriateness (COA) for gutter as submitted in the project description of the HARB application. Motion was unanimously approved.
8. **Michael & Kathie Stewart / 52-54 South Fourth Street / Windows & Doors.** An application was submitted to and reviewed by HARB for windows and doors. Motion was made by Elijah Farrell, seconded by Elaine Wintjen to recommend approval and issuance of Certificate of Appropriateness (COA) for windows and doors as submitted in the project description of the HARB application, recommendation for windows to be 9 over 6 with SDL in existing openings, door and fence as submitted. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Medina, to approve a request from Nathan Condon for Jordanna Adams to use the Lewisburg Street Light Image on merchandise for sale. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Medina, to approve a request from LDP for a Use/Possession/Consumption of Beer and/or Wine Permit for Hufnagle Park on October 12, 2019, conditioned upon receipt of any necessary approvals from the PA LCB. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Derman, to accept the resignation of Brian Gockley from the Lewisburg Borough Shade Tree Commission with regret. Motion was unanimously approved.

There was discussion of a request from Downtown Businesses for Lewisburg Borough to petition the LCB for Downtown Businesses to be exempt from the LCB Noise Enforcement and

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**Cont. LCB Noise Enforcement Exemption**

**BVRA Addendum**

**Telecommunications**

**Wireless Ordinance**

**UPDATES**

**PUBLIC COMMENT – NON AGENDA ITEMS**

**Mayor**

**COUNCIL PRESIDENT**

**MANAGER**

**BOROUGH**

**SOLICITOR**

**JUNIOR COUNCILMEMBER**

**OTHER COMMITTEES**

**BVRA**

**LDP**

**LNC**

**STC**

**CK Cog**

**Community Garden**

**CENTRAL SUSQUEHANNA FIRE AND EMERGENCY SERVICES BOARD**

**WRITTEN REPORTS**

instead be subject to the Lewisburg Borough Noise Ordinance. Councilmember Derman made a motion, seconded by Councilmember Heayn, to have Borough Solicitor Lyons to draft a Resolution regarding Downtown Business exemption from the LCB Noise Enforcement. Motion was unanimously approved.

BVRA has submitted a request of an Addendum to the existing Management Agreement. The Addendum requests a funding increase of 2% a year until 2029. The agreement has been reviewed by Borough Solicitor. Councilmember Derman made a motion, seconded by Councilmember Yohn, to propose an agreement back to BVRA changing the terms of the agreement to end on December 31, 2022. Motion was unanimously approved.

Committee is discussing whether the Borough should adopt a policy where elected officials can attend meetings via telecommunications. Borough Manager Lowthert has reached out to the Borough’s Association to obtain information regarding the ability to vote via telecommunications and will bring information back to committee next month.

Committee is reviewing an update to the Borough’s Wireless Ordinance to bring it into compliance with the most recent FCC decisions.

Councilmember Yohn 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 and 12/31/2023.

### PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS: None.

### MAYOR: Mayor Wagner indicated that she and Council President Morris had attended the Small Business Development Center breakfast and stated that they do a wonderful job in helping small businesses. Mayor Wagner commented that Travis Burrows’ work on National Night Out was terrific. On October 5th at 2pm everyone is invited to get a free ticket to Community Day and watch Bucknell Football.

### COUNCIL PRESIDENT: No report.

### BOROUGH MANAGER: Borough Manager Lowthert discussed with Council the possibility of purchasing a new or used asphalt crack sealer for budgeting purpose. A new crack sealer is approximately $40,000.00 and there is a used crack sealer in Lewisburg for $25,000.00. Manager Lowthert was directed to proceed with the bid process for a used crack sealer.

### BOROUGH SOLICITOR: No report.

**JUNIOR COUNCILMEMBER:** Junior Councilmember Kaszuba requested clarification on Green New Deal Lewisburg.

### OTHER COMMITTEES: Councilmember Heayn reported BVRA hired two people. Strategic planning is still ongoing. The meeting times have changed from 8:00am to 6:30pm meetings. Councilmember Heayn also updated Council on some purchasing.

Ellen Ruby, Executive Director of the LDP, updated Council that the clean up on Market Street will be 8/22. Welcome to the Neighborhood, Bucknell students will be visiting the Downtown Business on 8/24. Lewistock will be going on 8/24. The Pennsylvania Downtown Center Fall Manager Meeting is being held in Iron Front in Lewisburg on 9/18. Council President Morris informed Council that the LDP budget is the healthiest it has been in years, thanks to the hard work Ellen Ruby has been doing raising funds.

Sam Pearson shared with Council there was a successful picnic in the park at Lewisburg Landing. There will be boats available for use after successfully completing LNC process. Walk-it Bike-it received Yield to Pedestrian signs, and they have been placed in the community. They are also participating in Welcome to the Neighborhood handing out crosswalk information cards and looking forward to doing the Bike Rodeo in the UnPaved Event during the Fall Festival.

Barbra Kalin informed Council of Permits issued, and that four Borough Residents have approached the STC with interest in serving on the STC. There will be an autumn bareroot tree planting.

Manager Lowthert indicated that CK Cog is finishing up the student rental inspections and refuse issues are being explored. CK Cog is also working with the Planning Commission regarding short term rentals.

Manager Lowthert reported that Community Garden requested potentially replanting a tree where the walnut tree taken down.

Councilmember Derman informed Council CSFES is working on Municipal financial agreements.

**WRITTEN REPORTS**: Councilmember Heayn made a motion, seconded by Councilmember Derman, to acknowledge receipt of the monthly BVRA Board Agenda July 23, 2019, BVRA July and Aug Journal Entry, BVRA June Financial Reports, BVRA Meeting Minutes- June 19, BVRA

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Operations Report for July, Zoning Officer Report, Code Officer Report, LAJSA August Agenda, LAJSA July Minutes and July Fines and Meters Report. Motion was unanimously approved.

**WRITTEN REPORTS**

**WORK SESSION**

**Executive Session**

**ADJOURNMENT**

### WORK SESSION: Manager Lowthert said there will be a work session held Tuesday September 10, 2019 to continue with long-term planning, goals and objectives.

Council President Morris called for executive session at 8:36PM for personnel and legal matters.

Council returned at 8:56PM.

There being no further business, Councilmember Comas made a motion, seconded by Councilmember Derman, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 8:56 PM.

Respectfully submitted,

Jacqueline A. Anders

Borough Secretary