

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, September 17, 2019** in the Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Morris; Councilmembers Derman, Mahon, Yohn, Medina, Comas and Fredrick; Mayor Wagner, Solicitor Lyons, Manager Lowthert, Secretary Anders, BVRPD Yost and Junior Councilmember Kaszuba. Also present: Kim Wheeler, Clair Moyer, Nancy Steckel, Carol Steckel, Michael Daniloff, Carolyn Conner, Marc Trayer, Kevin Gardner, Sandy Field, Trey Casimer, David Castellan, Sue Ellen Castellan, D. Richard Owen, Sam Bringman, Jay Bringman, Kathy and Karl Imgriond, Debra Sulai, Tim Turner, Rick Rvoss, James Bard, Father Wilke, Stacy Richards, Barbara Kalin, James Thomas, Gregory Amarante, Alfred Siewers, Sam Pearson 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 Medina, seconded by Councilmember Derman, to approve the minutes of the August 20, 2019 regular monthly meeting. Motion was unanimously approved.

COUNCIL PRESENTATION(S): Lewisburg resident Stacy Richards, candidate for Union County Commissioner, introduced herself to Council and those attending the Council meeting. A review of her background and experience was shared.

Lewisburg resident Trey Casimir, candidate for Union County Commissioner, introduced himself to Council and those attending the Council meeting. Mr. Casimir shared some of his experience with Council and the public.

PUBLIC COMMENT(S) ON ANY AGENDA ITEM: None

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

Councilmember Mahon made a motion, seconded by Councilmember Derman, to approve a request from LDP for free meter parking during the afternoon of Friday, October 11, 2019 and Saturday, October 12, 2019 in association with the Fall Festival. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to award the Soldier's Park Tree Planting Project to Timberwolf Tree Company in the base quote amount of \$4,950.00 to be paid from the D.F. Green Recreation Fund. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to award the Soldier's Park Tree Removal Project to Timberwolf Tree Company in the base quote amount of \$4,750.00 and the add alternate bid of \$995.00 for a total award of \$5,745.00 to be paid from the D.F. Green Recreation Fund. Motion was unanimously approved.

Councilmember Mahon made a motion, seconded by Councilmember Derman, to award the Borough Office Masonry Restoration Project to Eagle Ridge Contracting in the base bid amount of \$26,900.00 and the add alternate bid of \$2,400.00 for a total award of \$29,300.00 contingent upon review by the Project Architect and Borough Solicitor to be paid from the Building Deprecation Fund. Motion was unanimously approved.

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Derman made a motion, seconded by Councilmember Medina, to approve payment of bills from August 17, 2019 through September 13, 2019 in the amount of \$284,080.51. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Medina, to set the 2020 Lewisburg Borough Pension Minimum Municipal Obligation at \$166,217.00 as recommended by the Borough's Actuary. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Medina, to accept a proposal from J.H. Williams & Company, LLC to conduct the Borough's 2019 Municipal Audit in the amount of \$10,300.00. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Medina, to accept a proposal from J.H. Williams & Company, LLC to undertake the Borough's 2020 quarterly payroll tax returns and prepare the year end W-2 documents in the amount of \$2,180.00. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Medina, for the Borough Council President to sign a sub-recipient agreement with Union County for use of the Borough's 2018 Community Development Block Grant funding. Motion was unanimously approved.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Yohn made a motion, seconded by Councilmember Medina, to approve HARB items a through c as submitted and recommended by HARB per their minutes dated September 10, 2019. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

COUNCIL PRESENTATION

PUBLIC COMMENT(S) ON ANY AGENDA ITEM

PUBLIC WORKS/POLICE COMMITTEE BVRPD

LDP Parking Request

Timberwolf Tree for Soldier's Park Planting Approved

Timberwolf Tree for Soldier's Park Tree Removal Approved

Eagle Ridge Contracting for Office Masonry Approved

ADMINISTRATIVE/FINANCE COMMITTEE PAYMENT OF BILLS

2020 MMO Approved in Amount of \$166,217.00

2020 Annual Audit to be Performed by JH Williams & Co

2020 Quarterly Taxes Submitted by JH Williams & Co

2018 CDBG Sub-recipient Agreement

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE HARB

September 17, 2019

a. Robert Lack – “The Grooming Geek” / 108 North Second Street / Sign. An application was submitted to and reviewed by HARB for a sign. Motion was made by Elaine Wintjen, seconded by Elijah Farrell to recommend approval and issuance of Certificate of Appropriateness (COA) for a sign on a post as submitted in the project description of the HARB application. Motion was unanimously approved.

b. Gary Peck – “Travel Leaders” / 302 Market Street / Signs. An application was submitted to and reviewed by HARB for signs. Motion was made by Ted Strosser, seconded by Elijah Farrell to recommend approval and issuance of Certificate of Appropriateness (COA) for signs as submitted in the project description of the HARB application. Motion was unanimously approved.

c. Joe Tosolt / 132 South Fourth Street / Windows & Doors. An application was submitted to and reviewed by HARB for windows and doors. Motion was made by Elaine Wintjen, seconded by Elijah Farrell 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 1 over 1 double hung units to match the size of the existing opening, doors to be the same size as existing and configured as submitted (3/4 glass with panel below). Motion was unanimously approved.

Project Update: Alan & Tana Zeigler / 45 North Front Street / Fence (Replaced). Motion was made by Ted Strosser, seconded by Elaine Wintjen to recommend approval and issuance of Certificate of Appropriateness (COA) for fence, recommendation that the gate and post visible to Front Street to be wood, all other elements of the fence (not visible from Front Street) are approve as previously submitted. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Fredrick, to approve HARB project update as submitted and recommended by HARB per their minutes dated September 10, 2019. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Derman, to approve Resolution No. 19-05 for the placement of a “Welcome Unpaved Riders’ banner across State Highway (Market Street) and to approve submission of this Resolution to PennDOT. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Medina, to approve an Addendum to the Management Agreement between Lewisburg Borough and the Buffalo Valley Recreation Authority that sets the 2019 Lewisburg Borough contribution at \$66,273.00 and increases that contribution by 2% each year until December 21, 2022, and at a negotiated rate of increase for the remaining term of the Agreement thereafter. (Note – Management Agreement expires on August 31, 2029). Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Derman, to approve the appointment of Erin A. Van Enkevort to the Lewisburg Borough Shade Tree Commission with a term expiring December 31, 2023. Motion was unanimously approved.

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.

PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS: Father Wilke shared concerns regarding the Draft Human Relations Ordinance and made a formal request to the Lewisburg Borough Council that Solicitor Lyons to work with outside Council, Attorney David Dye, Ball, Murren & Connell, LLC to draft an Ordinance which protects the civil rights of all community members including those not recognized by the Pennsylvania Human Relations Act and respects the religious liberty of every member of our community. Councilmember Comas informed Father Wilke that the Human Relations Ordinance is a draft Ordinance and a work in progress that has not been adopted or officially presented to Council.

MAYOR: Mayor Wagner presented a Proclamation in support of Climate Change Initiatives in the Borough of Lewisburg. Mayor Wagner also shared that Eddie Frierson’s will be at the Campus Theatre November 3rd doing a one-man presentation of Christy Mathewson. Mayor Wagner will welcome the Downtown Managers at the Regional Conference held at the Iron Front in Lewisburg. Mayor Wagner will congratulate Lewisburg’s Downtown Manager, Ellen Ruby. October 12th Mayor Wagner will welcome UNPAVED riders.

COUNCIL PRESIDENT: Council President Morris reported for LDP there will be approximately 50 managers and board members attending the Fall Managers meeting for the Downtown Partnership. The Fall Festival will be October 12th and Council voted for free meter parking during the afternoon of Friday, October 11th and Saturday, October 12th.

BOROUGH MANAGER: Borough Manager Lowthert shared with Council Kim Wheeler will be riding in the Unpaved event.

BOROUGH SOLICITOR: No report.

JUNIOR COUNCILMEMBER: Junior Councilmember Kaszuba went to Harrisburg as part of Student Action event to drop off literature for Representatives about a potential bill that allows family members to report someone that may have guns and could be violent. It would allow police to temporarily take away guns with due process until the threat is gone. Junior Councilmember also reported participating with the Global Climate Strike on Friday.

Special Projects Coordinator/Grant Manager Kim Wheeler shared there will be a presentation by the engineers for Market Street Study at the Campus Theatre Wednesday, October 16 at 6pm.

HARB - Cont

R LACK

G PECK

J TOSOLT

Zeigler

**Resolution 19-05
Banner**

**BVRA Management
Agreement
Addendum**

STC Appointment

UPDATES

**PUBLIC COMMENT -
NON AGENDA ITEMS**

MAYOR

**COUNCIL
PRESIDENT**

MANAGER

**BOROUGH
SOLICITOR**

**JUNIOR
COUNCILMEMBER**

**Market St Study
Update**

September 17, 2019

OTHER COMMITTEES: Councilmember Medina reported BVRA officially approved the Executive Director and the Outdoor Educational Director. An AED was donated by Evangelical Hospital and placed at the Warming House.

Sam Pearson shared with Council they are working on being known as Lewisburg Neighborhoods and they have been working on their usual annual activities like in River clean up. The Public Paddle was launched and will be put away for the season in about a month. They are working up to the fall land clean ups at Hufnagle Park and along waterways late October/early November. Lewisburg Neighborhood is working with Northshore Railroad to clean up along the right-a-way. Sam Pearson shared that it is illegal to walk along the railroad. There are regular meetings listed on their website (<https://lewisburgneighborhoods.org/>).

Barbra Kalin informed Council of permits issued and due to having a full agenda, the Shade Tree Commission is using work sessions as meetings.

Manager Lowthert indicated that the Borough of Lewisburg's representative, Pete Bergonia will be attending upcoming annual meeting of CK Cog.

Manager Lowthert reported that Community Garden is thinking about planting some trees on the outskirts of the garden.

Councilmember Derman updated Council on CSFES and they are hoping to have the financial agreement finalized soon.

ADDITIONAL BUSINESS FROM COUNCIL: Councilmember Comas distributed an updated Draft of the Human Relations Ordinance. Councilmember Comas explained the process of an Ordinance. There was much discussion. Anyone requesting the new Draft Human Relations Ordinance will need to contact Councilmember Comas.

WRITTEN REPORTS: Councilmember Mahon made a motion, seconded by Councilmember Derman, to acknowledge receipt of the monthly Parking Report, BVRA August agenda, BVRA July 2019 Board Financial Reports, BVRA August 2019 Operations Report, BVRA Revised Lewisburg Borough Contract Addendum, BVRA July Meeting Minutes, LAJSA September agenda, LAJSA July Minutes, STC Minutes from 6/13/19, 6/27/19, 7/11/19, 7/25/19, 8/8/19, Zoning Officer Report and Code Enforcement Officer Report. Motion was unanimously approved.

WORK SESSION: Manager Lowthert said there will be a work session held Tuesday October 8, 2019.

Council President Morris called for executive session at 7:20 PM for legal matters.

Council returned at 7:52 PM.

There being no further business, Councilmember Derman made a motion, seconded by Councilmember Comas, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 7:52 PM.

Respectfully submitted,

Jacqueline A. Anders
Borough Secretary

OTHER COMMITTEES
BVRA

LNC

STC

CK Cog

Community Garden

CENTRAL
SUSQUEHANNA FIRE
AND EMERGENCY
SERVICES BOARD

ADDITIONAL BUSINESS FROM COUNCIL

WRITTEN REPORTS

WORK SESSION

Executive Session

ADJOURNMENT