

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, January 21, 2025** in Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Heayn; Council Vice President Bilenky Trahan, Councilmembers Armbruster, Comas, Pearson, Powers, Grobes, Manager Lowthert, Secretary Wendt, Community Development Grant Manager Berkey, and Solicitor Lyons. Also present: Kristopher Shunk, Gawhara Abou-Eid, Justin Strawser, Kevin Gardner, Martha Barrick, George Kaplan, Lynne Ragusea, Dora Kreitzer.

Council President Heayn reported that there was an Executive Session held on January 14, 2025, 8:10 pm – 9:00 pm to discuss legal and personnel matters.

**CALL TO ORDER:** Council President Heayn called the meeting to order at 6:34 PM.

**APPROVAL OF MINUTES:** Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to approve December 17, 2024, Regular meeting minutes. Motion was unanimously approved.

**PUBLIC COMMENT(S) ON ANY AGENDA ITEM:** Kristopher Shunk reported a safety issue on White Pine Alley between Sixth and Seventh Street. Traffic currently goes both ways on the alley and there is a blind spot at the end of it going onto 7<sup>th</sup> Street. He has seen multiple near misses on the alley. He suggested making it a one-way alley. Councilmember Pearson is looking at crash issues as part of the Safe Streets for All project. She said a public meeting will be held asking for public input. More details will be forthcoming soon.

**PLANNING AND PUBLIC WORKS COMMITTEE:** Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to approve HARB item a as submitted and recommended by HARB per their minutes dated January 14, 2025. Motion was unanimously approved.

- a. **Bill & Nancy Moore / 320 St. Catherine Street / Front Porch (Replaced)**  
(HARB approved and recommends Council approval)

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to approve the purchase of 2 Yield to Pedestrian signs with flashing lights for placement at Market Street and Front Street. Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to approve adding a North Fourth Street leveling coat/tar/chip/fog seal activity to the 2025 Lewisburg Borough Streets Project bid. Motion was unanimously approved.

Staff are reviewing the Green Streets, Green Jobs, Green Towns Grant Program for a potential green infrastructure planning grant on North Fourth Street. Staff has requested a proposal from Larson Design Group for submittal as part of the G3 grant application.

Lewisburg Borough will take responsibility from Lewisburg Neighborhoods for the maintenance, placement, and removal of the Yield to Pedestrian signs along Market Street and Borough streets.

The Committee directed the Borough Manager to sign the 2025 Annual Traffic Signal Maintenance Agreements with Tra Electric, Inc. in the amount of \$4,200.00.

**ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE:** Buffalo Valley Regional Police (BVRPD).

William Cameron Engine Company (WCEC) Chief Blount submitted a monthly report.

**ATTENDANCE**

**CALL TO ORDER**

**APPROVAL OF MINUTES**

December 17, 2024

**PUBLIC COMMENT ON AGENDA ITEM**

K. Shunk

**PLANNING AND PUBLIC WORKS**

HARB

Moore

Purchase of 2 Yield to Pedestrian signs

N. Fourth Street coat/tar/chip/fog seal activity

Request proposal from Larson Design Group for infrastructure planning grant

Borough taking responsibility for Pedestrian signs

2025 Traffic Signal Maintenance Agreement

**ADMINISTRATIVE AND PUBLIC SAFETY**  
BVRPD

WCEC

January 21, 2025

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to approve payment of bills from December 15, 2024, through January 18, 2025, in the amount of \$400,519.13. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to approve Resolution 25-01 to appoint J.H. Williams & Co., LLC as the Lewisburg Borough auditor for fiscal year 2025. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to approve a proposal from J.H. Williams & Co., LLC in the amount of \$1,750.00 to undertake the compliance audit related to the Borough's ARPA funds. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to adopt an updated Lewisburg Borough Right to Know Policy as recommended by the Pennsylvania Office of Open Records. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to direct the Borough Solicitor to prepare a Resolution to increase the Lewisburg Borough Zoning Fees as recommended by Central Keystone-Council of Governments effective March 1, 2025. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to approve Resolution 25-02 for the Lewisburg Borough 2025 Disposition of Records. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to approve the January 2025 Lewisburg Borough Surplus Property List for auction on Municibid or for disposal, and permission to advertise the digital auction in the local newspaper. Motion was unanimously approved.

Current vacancies on Zoning Hearing Board, term expiration December 31, 2027; Zoning Hearing Board Alternate, term expiration December 31, 2026, Zoning Hearing Board Alternate, term expiration December 31, 2026, HARB, term expiration December 31, 2025.

**BOROUGH MANAGER:**

Councilmember Pearson made a motion, seconded by Councilmember Armbruster to appoint Jordi Comas to the America 250PA Union County Planning Committee. Motion was unanimously approved.

Manager Lowthert reported the resignation of Jeremy Fritz as Constable in the 3<sup>rd</sup> Ward.

**BOROUGH SOLICITOR:**

Councilmember Powers made a motion, seconded by Councilmember Bilenky Trahan to approve Resolution 25-03 to adopt the Intergovernmental Cooperation Agreement between East Buffalo Township and the Lewisburg Borough for use of the Township's Bush and Branch Grinder. Motion was unanimously approved.

**REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES:**

In Mayor Alvarez's absence, Councilmember Bilenky Trahan announced a Proclamation for "International Holocaust Remembrance Day" to be held the month of February.

Council President Heayn reported that it is extremely cold outside so please check on people, pets, and neighbors. He also stated that he will be sending a letter to residents living in the South Seventh Street and South Eighth Street neighborhood asking for comments on a proposed project that could close White Pine Alley at South Eighth Street. He will follow up with them in person during the February/March timeframe.

Approval of Bills

Resolution 25-01

Approval for JH Williams & Co, LLC to conduct Audit

Adopt updated Right to Know Policy

Authorize Solicitor to prepare Resolution increasing Zoning Fees

Resolution 25-02

Approval of Surplus Property List

Vacancies

**BOROUGH MANAGER**  
America 250PA U.C. Planning Committee

Jeremy Fritz resignation as Constable

**BOROUGH SOLICITOR**

Resolution 25-03

**REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES**

Alvarez

Heayn

January 21, 2025

Secretary Wendt reported that the due date for Statements of Financial Interest is May 1, 2025

Community Development/Grant Manager Berkey reported that the planning process for Safe Streets for All is ongoing. There will be a public participation meeting planned for the last Wednesday or Thursday in February. It's a chance to hear what the plan is about and give your input on the safety needs of the Lewisburg Community.

Councilmember Grobes reported that the Agendas for Planning and Public Works and Admin and Public Safety Committees are now posted online.

Councilmember Comas announced that he will be plunging at the Polar Plunge on February 8<sup>th</sup>. He is also working with Councilmember Pearson and former Councilmember Susan Mahon on drafting a Non-Discrimination Ordinance. He will circulate to Council as soon as possible.

Councilmember Pearson reported that February 4<sup>th</sup> is Transit Justice Day and Rosa Parks' Birthday. There is an ongoing need for support for transit. She recommends everyone try to use local transit.

**WRITTEN REPORTS:** Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to acknowledge receipt of the monthly Parking Report, Zoning Officer and 2024 Annual Zoning Report, Code Enforcement Officer Report, CK COG December Activity Report, CK COG December Building Permits, CK COG 2025 Fee Schedule, and BVRA November 2024 Financials. Motion was unanimously approved.

**WORK SESSION:** There will be a Work Session held on Tuesday, February 11, 2025.

**QUESTIONS FROM THE MEDIA:**  
Gawhara Abou-Eid asked what the 4<sup>th</sup> Street project is and why it is necessary. Manager Lowthert reported that Council decided to do a temporary fix to the roadway to allow time for a more comprehensive project as well as to secure funding for the project.

Justin Strawser asked what the Zoning Fees are currently. Manager Lowthert will provide him with a list.

Council President Heayn called for an executive session to discuss Union Contract Negotiations at 7:16PM. Council returned at 8:11PM.

There being no further business, Councilmember Powers made a motion, seconded by Councilmember Bilenky Trahan to adjourn the meeting. The meeting was adjourned at 8:12 PM.

Respectfully submitted,

Kathy D. Wendt  
Borough Secretary

**REPORT CON'T**

Wendt

Berkey

Grobes

Comas

Pearson

**WRITTEN REPORTS**

**WORK SESSION**

**MEDIA QUESTIONS**

Abou-Eid

Strawser

**EXECUTIVE SESSION**

**ADJOURNMENT**