

**DRAFT AGENDA  
LEWISBURG BOROUGH COUNCIL MEETING  
January 21, 2025  
6:30 PM**

HEAYN, President  
BILENKY TRAHAN, Vice-President  
COMAS  
GROBES  
POWERS  
STAMM  
ARMBRUSTER  
PEARSON

MAYOR ALVAREZ  
MANAGER/TREASURER LOWTHERT  
SECRETARY WENDT  
SOLICITOR LYONS  
COMMUNITY DEV/GRANT MANAGER BERKEY  
BVRPD CHIEF YOST  
FIRE CHIEF BLOUNT  
PRESS  
VISITORS

- I. **An Executive Session was held on January 14, 2025, 8:10 pm – 9:00 pm to discuss legal and personnel matters.**
- II. **CALL TO ORDER**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
  - a. **December 17, 2024 regular meeting.**
- V. **COUNCIL PRESENTATION(S)**
  - a. **Introduction of BVRPD Chief Embeck**
- VI. **PUBLIC COMMENT(S) ON ANY AGENDA ITEM**
- VII. **PLANNING AND PUBLIC WORKS COMMITTEE**

Motion to approve HARB item a. as submitted and recommended by HARB per their minutes dated January 14, 2025

  - a. **Billy & Nancy Moore / 320 St. Catherine Street / Front Porch (Replaced) (HARB approved and recommends Council approval)**
  - b. **Motion to approve the purchase of 2 Yield to Pedestrian signs with flashing lights for placement at Market Street and Front Street.**
  - c. **Motion to approve adding a North Fourth Street leveling coat/tar/chip/fog seal activity to the 2025 Lewisburg Borough Streets Project bid.**

**FYI:**

  - i. **Staff is 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.**
  - ii. **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.**
  - iii. **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.**

**VIII. ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE**

- a. Buffalo Valley Regional Police Department (BVRPD)
- b. William Cameron Engine Company (WCEC) Monthly Report
- c. Motion to approve payment of bills from December 15, 2024 through January 18, 2025 in the amount of \$400,519.13.
- d. Motion to approve Resolution 25-01 to appoint J.H. Williams & Co., LLC as the Lewisburg Borough auditor for fiscal year 2025.
- e. Motion 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.
- f. Motion to adopt an updated Lewisburg Borough Right to Know Policy as recommended by the Pennsylvania Office of Open Records.
- g. Motion 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.
- h. Motion to approve Resolution 25-02 for the Lewisburg Borough 2025 Disposition of Records.
- i. Motion to approve the January 2025 Lewisburg Borough Surplus Property List for auction on Muncibid or for disposal, and permission to advertise the digital auction in a local newspaper.

**FYI:**

- i. 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.

**IX. PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS**

**X. BOROUGH MANAGER**

- a. Motion to appoint a Lewisburg representative to the America 250PA Union County Planning Committee.

**XI. BOROUGH SOLICITOR**

- a. Motion 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.

**XII. REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES**

- a. **MAYOR**
  - i. Proclamation "International Holocaust Remembrance Day"
- b. **COUNCIL PRESIDENT**
- c. **BOROUGH SECRETARY**
- d. **COMMUNITY DEVELOPMENT/GRANT MANAGER**
- e. **COUNCIL MEMBERS**

**XIII. WRITTEN REPORTS**

- a. Motion to acknowledge receipt of the monthly Parking Report, Zoning Officer and 2024 Annual Zoning Report, Code Enforcement Officer Report, CK COG August Activity Report, CK COG August Building Permits, CK COG 2025 Fee Schedule, and BVRA November 2024 Financials.

**XIV. WORK SESSION – Work Session WILL be held on Tuesday, February 11, 2025**

**XV. QUESTIONS FROM THE MEDIA**

**XVI. EXECUTIVE SESSION – Union Contract Negotiations**

**XVII. ADJOURNMENT**