

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, October 17, 2023** in Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Sulai; Councilmembers Derman, Heayn, Bilenky Trahan, Powers, Stamm, Manager Lowthert, Secretary Wendt, Mayor Alvarez, and Solicitor Lyons. Also present: Ellen Ruby, Taylor Lightman, and Kevin Garder.

Council President Sulai reported that there was an Executive Session held on October 10, 2023, 7:45 pm – 8:05 pm to discuss personnel matters.

CALL TO ORDER: Council President Sulai called the meeting to order at 6:33 PM.

APPROVAL OF MINUTES: Councilmember Heayn made a motion, seconded by Councilmember Powers to approve the September 19, 2023, Regular meeting minutes. Motion was unanimously approved.

PLANNING AND PUBLIC WORKS COMMITTEE:

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Heayn to approve a Resolution 23-09 for Lewisburg Borough to apply for a DCED Statewide Local Share Grant in the amount of \$445,165.00 to purchase a new Street Vacuum-Sweeper and to designate Debra Sulai, Borough Council President and William Lowthert, Borough Manager as the officials to execute all documents and agreements. Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Heayn to approve Construction Change Order 5 from Gray Builders LLC in the amount of \$23,075.20 associated with the installation of a wireless internet transmitter and security cameras at the new Event Venue facility. There was some discussion. Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Heayn to approve Construction Change Order 6 from Gray Builders LLC in the amount of \$4,850.00 associated with changes to the Market Street line painting requirements per the PennDOT HOP. There was some discussion. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Derman to accept the resignation of Bina Bilenky-Trahan from the BVRA Board. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Heayn to appoint Phil Stamm, a Lewisburg Borough Council Member, to the BVRA Board for the remainder of the term expiring 12/31/2024. Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Heayn to approve the low quote from Shaffer Landscapes in the amount of \$8,000 for preparation work associated with the Fall 2023 Lewisburg Shade Tree Commission planting project. There was some discussion. Motion was unanimously approved.

The November and December 2023 Planning and Public Works Committee Meeting times have been changed to 1:00 pm on the first Thursday of both months.

HARB did not have a quorum this month. All HARB applications have been forwarded to the November HARB meeting for review.

ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE

Buffalo Valley Regional Police (BVRPD) Chief Yost submitted a monthly report.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES
September 19, 2023

PLANNING AND PUBLIC WORKS

Resolution 23-09
DCED Grant for
Street Vacuum-
Sweeper

Gray Builders, LLC
Construction
Change Order 5

Gray Builders, LLC
Construction
Change Order 6

Resignation of Bina
Bilenky-Trahan
from BVRA Board

Appointment of Phil
Stamm to BVRA
Board

Approve Shaffer
Landscapes for
work associated
with Shade Tree

Public Works
Committee meeting
time change

HARB did not have
quorum for October
meeting

ADMINISTRATIVE AND PUBLIC SAFETY
BVRPD

October 17, 2023

William Cameron Engine Company (WCEC) Chief Blount submitted a monthly report. Councilmember Sulai reported that the Fire Inspection report was distributed. Borough Manager Lowther reported that the Volunteer Worker's Compensation bill was received, and the cost was divided among five municipalities.

WCEC

Councilmember Derman made a motion, seconded by Councilmember Heayn to approve payment of bills from September 17, 2023 through October 14, 2023 in the amount of \$713,277.86. Motion was unanimously approved.

Approval of Bills

Councilmember Derman made a motion, seconded by Councilmember Powers to appoint Taylor Lightman to the Lewisburg Shade Tree Committee with a term expiring December 31, 2023 per the recommendation of the Lewisburg Shade Tree Commission. Motion was unanimously approved.

Appoint Taylor Lightman to Shade Tree Committee

Councilmember Derman made a motion, seconded by Councilmember Heayn to approve a proposal from J.H. Williams & CO., LLC in the amount of \$2,375.00 for 2024 Lewisburg Borough Quarterly Tax Filings. Motion was unanimously approved.

JH Williams – 2024 Quarterly Tax Filings

Councilmember Derman made a motion, seconded by Councilmember Heayn to approve a proposal from J.H. Williams & CO., LLC in the amount of \$14,300.00 for 2024 Lewisburg Borough Auditing Services. Motion was unanimously approved.

JH Williams – 2024 Auditing Services

Current vacancies on Zoning Hearing Board Alternate with term expiring December 31, 2023, HARB with term expirations December 31, 2023 and December 31, 2025.

Vacancies

BOROUGH MANAGER:

Councilmember Derman made a motion, seconded by Councilmember Powers to approve proposed 2024 budget with millage rates as follows: General Fund 10.5; Debt Service Fund 0.5; Street Lighting Fund 0.9; Fire Protection Fund 1.6; Shade Tree Fund 0.1; Regional Recreation Fund 0.8 (total millage for 2024 is 14.4) and to direct the Solicitor to advertise proposed 2024 budget for final consideration and adoption of Borough Council on November 21, 2023. Motion was unanimously approved.

Approve 2024 Proposed Budget (total millage 14.4) Solicitor to advertise proposed 2024 budget

Councilmember Derman made a motion, seconded by Councilmember Bilenky Trahan to prepare and advertise the necessary tax ordinance for 2024 reflecting millage rates as follows: General Fund 10.5; Debt Service Fund 0.5; Street Lighting Fund 0.9; Fire Protection 1.6; Shade Tree Fund 0.1; Regional Recreation Fund 0.8; total millage for 2024 is 14.4. Motion was unanimously approved.

Solicitor to Prepare/Advertise 2024 Tax Ordinance

Councilmember Derman made a motion, seconded by Councilmember Powers to direct Solicitor to prepare the tax resolution regarding the realty transfer tax, the earned income tax, the local service tax, and the business privilege tax for 2024. Motion was unanimously approved.

Solicitor to Prepare Necessary Tax Resolution

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES:

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

Mayor Alvarez invited everyone to attend the Piers Art Park Creative Communities Initiative on November 9 at 11:00 am.

Mayor Alvarez

Councilmember Heayn reminded everyone that mail-in ballot applications are due October 31, 2023. Election Day is November 7th.

Heayn

October 17, 2023

WRITTEN REPORTS: Councilmember Derman made a motion, seconded by Councilmember Powers to acknowledge receipt of the monthly Parking Report, Zoning Officer Report, Code Enforcement Officer Report, Code Enforcement Activity Report, and September Building Report. Motion was unanimously approved.

**WRITTEN
REPORTS**

WORK SESSION: There will be a Work Session held on Tuesday, November 14, 2023.

WORK SESSION

Council President Sulai called for an executive session to discuss personnel matters at 7:21PM. Council returned at 7:49PM.

**EXECUTIVE
SESSION**

There being no further business, Councilmember Heayn made a motion, seconded by Councilmember Powers to adjourn the meeting. The meeting was adjourned at 7:50 PM.

ADJOURNMENT

Respectfully submitted,

Kathy D. Wendt
Borough Secretary