

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, October 19, 2021** in Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Sulai; Councilmembers Comas, Bilenky Trahan, Derman, Botelho, Heayn, and Yohn; Manager Lowthert, Secretary Anders, Community Development/Grant Manager Beattie, Mayor Wagner, and Solicitor Lyons. Also present: Ellen Ruby, Dianne Powers, Taylor Lightman, Erin Batman, Kathy Wendt, Miles Maxfield, Isaac Ramer, Matt Farrand, Leslie Valentine, Gary Scholl, Wade Hawn, Steve Williams, Steve Walter, and Roger Wise.

CALL TO ORDER: Council President Sulai called the meeting to order at 6:32 PM.

APPROVAL OF MINUTES: Councilmember Heayn made a motion, seconded by Councilmember Derman to approve the September 21, 2021, Regular meeting minutes. Motion was unanimously approved.

PUBLIC WORKS/POLICE COMMITTEE: Buffalo Valley Regional Police Chief Yost submitted a monthly report.

William Cameron Engine Company Fire Chief Blount submitted a monthly report. Councilmember Derman informed Council William Cameron Engine Company is getting a new phone system and an analysis for getting lights replaced. Councilmember Derman hopes to have more details about the facility needs at the next Council meeting.

Councilmember Comas made a motion, seconded by Councilmember Heayn to accept the low bid from Don E. Bower, Inc. in the amount of \$436,113.00 for the CDBG-CV funded Hufnagle Park Restroom and Handwashing Station Project contingent upon the execution of an Easement Agreement between Lewisburg Borough and the Lewisburg & Buffalo Creek Railroad Corporation. There was some discussion. Motion was unanimously approved.

Councilmember Comas made a motion, seconded by Councilmember Heayn to approve and give authorization for the Borough Council President to sign an Easement Agreement between Lewisburg Borough and the Lewisburg & Buffalo Creek Railroad Corporation to grant the Borough a 25 Year Easement for the installation of and maintenance for water and sewer lines associated with the Hufnagle Park Restroom and Handwashing Station Project at the lump sum fee of \$12,812.00 and a one-time \$800.00 easement preparation fee contingent upon the execution of the construction contract to build the new Restroom and Handwashing facilities. There was some discussion. Motion was unanimously approved.

Councilmember Comas made a motion, seconded by Councilmember Botelho to approve and authorize Borough Council President to sign Amendment 1 to the Subrecipient Agreement between Union County and Lewisburg Borough for the use of CDBG-CV funds for the Hufnagle Park Restroom and Handwashing Station Project. Motion was unanimously approved.

Councilmember Comas made a motion, seconded by Councilmember Botelho to accept the proposal from Larson Design Group in the amount of \$9,375.00 for engineering services associated with the Spruce Street Unopened Alley Stormwater Management/Green Infrastructure Project. Motion was unanimously approved.

Councilmember Comas made a motion, seconded by Councilmember Botelho to accept the proposal from Larson Design Group in the amount of \$4,225.00 for engineering services associated with the repaving of St. Louis Street from Dale Alley to the Greenspace Driveway. There was some discussion. Motion was unanimously approved.

Councilmember Comas made a motion, seconded by Councilmember Derman to accept the proposal from Larson Design Group in the amount of \$1,600.00 for engineering services associated with Stormwater Management Improvements in Chestnut Tree Alley between St. John Street and Cherry Alley. Motion was unanimously approved.

The Committee directed staff to install parking spaces along the east side of North Seventh Street between the Silver Tip operations yard driveway and the Steinger's Dry Cleaning driveway.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

September 21, 2021

PUBLIC WORKS/POLICE COMMITTEE
BVRPD

WCEC

CDBG-CV Hufnagle Park Restroom Award – Don E. Bower

CDBG-CV Hufnagle Park Restroom - Lewisburg & Buffalo Creek Railroad Corp. Easement Agreement -

CDBG-CV Hufnagle Park Restroom – Union County - Subrecipient Agreement

Larson Design – Spruce Street – Stormwater Management

Larson Design – St. Louis St. – Repaving

Larson Design – Chestnut Tree Alley – Stormwater Management

Parking spaces – Seventh Street

October 19, 2021

The Committee directed staff to paint a Lewisburg Tri-globe Street Light Standard along the south side of Market Street near the South Second Street intersection black instead of the Lewisburg green and to install an information panel noting the historic color of the standards as well as the historic use of three blocks of Market Street as a commercial marketplace.

Tri-globe Street Light Standard - Black

CK-COG plans to complete the final round of sidewalks inspections along Borough Streets in the spring of 2022. Once completed early next year, all Borough sidewalks will have been inspected by our Code Enforcement Agency. Repairs of sidewalks by property owners continue. Councilmember Heayn would like to coordinate street trees notices with the sidewalk notices.

Sidewalk inspections

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Derman made a motion, seconded by Councilmember Heayn to approve payment of bills from September 18, 2021, through October 15, 2021 in the amount of \$768,969.44. Motion was unanimously approved.

ADMINISTRATIVE/ FINANCE
Approval of Bills

Councilmember Derman made a motion, seconded by Councilmember Heayn to approve a proposal from J.H. Williams & CO., LLC in the amount of \$2,230.00 for 2022 Lewisburg Borough Quarterly Tax Filings. Motion was unanimously approved.

JH Williams – 2022 Quarterly Tax Filings

Councilmember Derman made a motion, seconded by Councilmember Botelho to approve a proposal from J.H. Williams & CO., LLC in the amount of \$10,600.00 for 2022 Lewisburg Borough Auditing Services. Motion was unanimously approved.

JH Williams – 2022 Auditing Services

Councilmember Derman made a motion, seconded by Councilmember Heayn to purchase a Ventrac Tractor: Kubota WG972-GL with Accessory CAB and Mower, Broom, and Blade Attachments in the amount of \$44,279.99 via COSTARS Contract from Siegrist Repair Services, Mifflinburg, PA for delivery in early 2022 with payment from the Borough’s Equipment Depreciation Fund as budgeted for in 2022. There was some discussion. Motion was unanimously approved.

Purchase Ventrac Tractor

Notification was received from the Pension Auditor the Lewisburg Borough Retirees will be eligible for a 3.0% COLA in 2022.

Pension – 2022 COLA

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Yohn made a motion, seconded by Councilmember Heayn to approve HARB items a through b as submitted and recommended by HARB per their minutes dated October 12, 2021. Motion was unanimously approved.

COMMUNITY DEVELOPMENT/ PLANNING
HARB

- a. UC Area of Aging / 116 North Second St / Railing & Demo (HARB approved/Committee recommends Council approval)
- b. Richard Smith & Sharon Weaver / 25 North Seventh St / Porch Roof (HARB approved/Committee recommends Council approval)
- c. Windstream B.V. / 20 South Second St / Signs (Not present for review by HARB)

UC Area of Aging
R. Smith/S Weaver
Windstream

Councilmember Yohn made a motion, seconded by Councilmember Derman to approve a Minor Subdivision Plan for Craig A. Bennett on North Water Street as recommended by the Lewisburg Borough Planning Commission. There was some discussion to clarify the location of the property. Motion was unanimously approved.

Bennett Subdivision

The Lewisburg Borough Council will be setting up a stand on Market Street to participate with the Mask-a-Rade Saturday, October 30, 2021 from 11:00 AM to 4:00 PM. There are 22 businesses signed up to participate along with East Buffalo Township and BVRA.

Mayor Wagner declared trick or treat night to be Sunday, October 31, 2021 from 5:30 PM to 8:00 PM.

Current vacancies on Zoning Hearing Board Alternate (two positions) term expiration December 31, 2023, and HARB term expiration December 31, 2022, December 31, 2023, December 31, 2023.

Vacancies

BOROUGH MANAGER: Councilmember Derman made a motion, seconded by Councilmember Heayn to approve the proposed 2022 budget with millage rates as follows: General Fund 10.275; Debt Service Fund 0.500; Street Lighting Fund

BOROUGH MANAGER
Proposed 2022 Budget Approved

October 19, 2021

0.800; Fire Protection Fund 1.000; Shade Tree Fund 0.025; Regional Recreation Fund 0.500 (total millage for 2022 is 13.10) and direct the Solicitor to advertise the proposed 2022 budget for final consideration and adoption of Council on November 16, 2021. Motion was unanimously approved. The proposed 2022 budget will be placed on the Borough website and available for review at the Borough Office.

Councilmember Derman made a motion, seconded by Councilmember Bilenky Trahan to direct the Solicitor to prepare and advertise the necessary tax ordinance for 2022 reflecting millage rates as follows: General Fund 10.275; Debt Service Fund 0.500; Street Lighting Fund 0.800; Fire Protection Fund 1.000; Shade Tree Fund 0.025; Regional Recreation Fund 0.500; total millage for 2022 is 13.10. Motion was unanimously approved.

Councilmember Deman made a motion, seconded by Councilmember Botelho to direct the Solicitor to prepare tax resolution regarding the realty transfer tax, the earned income tax, the local services tax and the business privilege tax for 2022. Motion was unanimously approved.

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES: Mayor Wagner and Ellen Ruby informed Council Saturday The Mercantile will be celebrating 40 years in business at its location on Market Street. They have a lot of Lewisburg memorabilia and will be having giveaways.

Council President Sulai is excited to see the projects Council has been discussing moving forward and thanked everyone that has contributed.

Council President also wanted to remind everyone to vote on November 2nd.

Councilmember Derman asked if it was necessary to read all the motions twice. Council President Sulai said unless the motion is amended or there are objections or discussions, we do not need to read the motions twice.

WRITTEN REPORTS: Councilmember Comas made a motion, seconded by Councilmember Botelho to acknowledge receipt of the monthly LAJSA July Minutes and August Agenda, LN July Report, Zoning Officer Report and Code Enforcement Officer Report. Motion was unanimously approved.

WORK SESSION: There will be a Work Session to be held Tuesday, November 9, 2021.

Council President Sulai called for an executive session to discuss legal matters at 7:09PM.

There being no further business, Councilmember Botelho made a motion, seconded by Councilmember Derman to adjourn the meeting. The meeting was adjourned at 7:40 PM.

Respectfully submitted,

Jacqueline A. Anders
Borough Secretary

Continued

Proposed 2022 Budget Approved/Solicit or to Advertise (Total Millage 13.10)

Solicitor To Prepare/Advertise 2022 Tax Ordinance

Solicitor To Prepare Necessary Tax Resolution

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

Mayor

Council President

Councilmember Derman

WRITTEN REPORTS

WORK SESSION

EXECUTIVE SESSION

ADJOURNMENT