

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held on **Tuesday, October 21, 2014** in the Council Chambers, 55 South Fifth Street. Present: Council Vice President Mahon; Councilmembers Cook, Cox, Faden, Morris and Strosser; Mayor Wagner, Solicitor Lyons, Manager Smith, Secretary Garrison and BVRP Chief Yost. Absent: Council President Bergonia and Councilmember Baker. Also present: Matt Farrand, Samantha Pearson, Kevin Cook, Cooper Josephs, Steven Hladzuk, Duncan Botti, Danielle Taylor, Michaela Bloom, Mary Kate Warden, Teddy Wademen, Trey Casimir, Kit Sisson, Jim Mathias, Stacy Hinck and Courtney Nelson.

**CALL TO ORDER:** Council Vice President Mahon called the meeting to order at 7:00 PM, followed by the pledge of allegiance. She welcomed Bucknell University's Journalism Class.

**APPROVAL OF MINUTES:** Motion was made by Councilmember Strosser, seconded by Councilmember Cook, to approve the minutes of the September 16, 2014 regular meeting. Motion was unanimously approved.

Motion was made by Councilmember Morris, seconded by Councilmember Faden, to approve the minutes of the October 14, 2014 work session. Motion was unanimously approved.

**PUBLIC PARTICIPATION:** Kevin Cook, Director of Sales at Playworld Systems, gave a *very detailed* presentation on the products, Unity Collection, installed in Kidsburg as part of Phase I. He pointed out that Phase II starts in the spring and he will be back before Council to share details on the products and design that will be part of that Phase II installation. He also noted they have been contacted by many individuals about the swings that were removed, and it is their intention to bring the swings back to Kidsburg.

Brian Gwynn, 9 Market Street, was present to share his pedestrian concerns at Water and Market Streets. He suggested a four-way stop sign, additional signage, or some type of paint on the roadway as a means of alerting drivers. He suggested concrete bollards on the corners, painted in bright colors; anything to make the intersection stand out for motorists. Even the idea of a drop down bar, similar to those at railroad tracks, that warn drivers when a pedestrian is crossing would be a good thing at that location. He has found that rush hour is by far the worst time of the day. Mr. Gwynn also commented he would like to see some type of doggie disposal containers with bags available. Councilmember Strosser explained that Market Street is a State roadway, so there are some stringent rules with regard to permanent fixtures, etc. Manager Smith indicated he would contact PennDOT to share these numerous concerns in an effort to see what they think could be done and exactly what they will allow us to do. There was **much** discussion. Council Vice President Mahon suggested this matter be referred to the Planning Committee for further review and discussion. She invited Mr. Gwynn to attend and pointed out that the Planning Committee meets the second Thursday of the month, the 13<sup>th</sup> of November, at 5 PM.

Catherine Sisson indicated she is a walker and volunteers at the Packwood House, so she is very aware of the problems this intersection causes for pedestrians. However, it is also a very serious problem intersection for vehicles too. She had suggested at least a three-way stop, meaning people coming into the Borough from the Northumberland side would have to stop at Water Street. She commented she would also love to see a speed bump and/or rumble strip. Again, there was **much** discussion. Manager Smith said he will review possible placement of the sandwich style pedestrian crossing signs at that intersection.

Jim Mathias, Chairman of Buffalo Valley Recreation Authority (BVRA), reported he had asked the Manager to distribute paperwork describing some of his ideas for the repurposing of the Lewisburg Railroad Bridge which is owned by the BVRA. He provided facts with regard to the age, condition and size of the bridge, as well as the approximate costs for work that would allow this bridge to be a pedestrian walkway. He shared his thoughts with regard to an aerial adventure, i.e. beginner, intermediate and advanced rope courses across the canopy of four trestles, providing zip lining across the river and back again. He suggested this could be a pay for play outdoor adventure that would be an asset to the community and generate revenue. There is the possibility for public/private partnerships with investors while the BVRA maintains the bridge as a park. He noted that another revenue source could be the use of the facility as a training area for fire fighters, search and rescue, etc. giving the William Cameron Engine Company the ability to be a Regional Training Center. There are definitely challenges for the funding necessary to begin, i.e. paving and resurfacing, etc., but there are grants out there and we simply need to be creative. Mayor Wagner commented this is an iconic entrance to the Borough and questioned if we really want a park atmosphere at this location beside a historic town along the Susquehanna River. There was **very much** discussion.

**POLICE COMMITTEE:** Council Vice President Mahon said there was no meeting in October. Everyone received the Chief's monthly report. Chief Yost announced they are in their new facility at 1610 Industrial Boulevard, Suite 500, and he hopes to host an open house sometime in November. Councilmember Cook questioned the Chief about the

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES

PUBLIC PARTICIPATION  
KEVIN COOK/PLAYWORLD SYSTEMS

BRIAN GWYNN

CATHERINE SISSON

JIM MATHIAS

POLICE COMMITTEE

October 21, 2014

shooting incident. Chief Yost said no additional information is available; it appears to have been an isolated incident.

**PLANNING COMMITTEE:** Councilmember Strosser made a motion, seconded by Councilmember Cook, to approve HARB applications a through c, as submitted and recommended by HARB. Motion was unanimously approved.

**a. John Gardner/419 Market Street/Signage.** An application was submitted to and reviewed by HARB for a new sign. A motion was made by Mary Mastascusa, seconded by Elaine Wintjen, to recommend approval of the new sign, which will be attached to the building in the same manner as the existing sign, with no lighting, per the HARB application and the photos provided. Motion was unanimously approved.

**b. Bill Erickson/43 North Eighth Street/Addition.** An application was submitted to and reviewed by HARB for ban addition. It was explained by Mr. Erickson that he is interested in purchasing this property, but would only pursue the purchase if he could put an addition on this home. A motion was made by Ted Strosser, seconded by Mary Mastascusa, to recommend approval of the addition, per the details on the HARB application and the diagrams attached, should Mr. Erickson decide to purchase this home. Motion was unanimously approved.

**c. Union County Commissioners/Soldiers-Sailors Monument on Third Street/Bench.** As requested, HARB reviewed the materials provided by Merrill Swartz on behalf of the Union County Commissioners for the placement of a bench in the Soldier/Sailor Monument area on South Third Street. HARB indicated that their preference would be a backless bench in black as shown on the documentation provided.

Councilmember Strosser reported there was a last minute cancellation of the Planning Committee meeting, so the zoning items will be addressed at next month's meeting, November 13<sup>th</sup>.

**PUBLIC WORKS COMMITTEE:** Councilmember Faden made a motion, seconded by Councilmember Morris, to approve an agreement for professional services with Strosser Architecture & Conservation, Inc., for architectural services and construction supervision on the VanSant Elevation Project at an amount not to exceed \$8,705.00. ON THE QUESTION: Manager Smith explained the VanSant Elevation Project was recently approved. Councilmember Strosser initially worked with the VanSant's to obtain the Opinion of Probable Cost which was needed in order for the application to be submitted. Now, two and a half years later we received approval, so it only makes sense that we continue working with Strosser Architecture. Motion was approved with one abstention. Councilmember Strosser abstained from voting.

Councilmember Faden indicated a notice was received from FEMA granting the request of an extension to the Period of Performance (POP) for the Repetitive Flood Claim (RFC) Project Grant from March 15, 2015 to May 15, 2016, specifically for inclusion of the Beck/Niemic property demolition. Manager Smith said we were waiting for this, and we have a signed sales agreement with the owners; this is the last property.

Councilmember Faden reported the official Attestation Engagement 2011-2013 Audit of Liquid Fuels expenditures, resulted in no instances of non-compliance or other matters of concern. Manager Smith said this was an audit of our liquid fuels documentation for a three year period, and credit needs to go to our Secretary who maintains these files.

**FINANCE COMMITTEE:** Councilmember Morris made a motion, seconded by Councilmember Faden, to approve payment of bills from 09/13/14 through 10/17/14 in the amount of \$699,038.28. ON THE QUESTION: Manager Smith indicated we had paid for construction on North Seventh Street and South Front Street, and paid for paving in MPL #1. We paid the Fire Company, the Regional Police Department, and then there were transfers made for our MMO's, which are tracked both in and out of an account. If you subtract out what was just mentioned, the amount of our bill pay would be approximately \$186,000.00 which is typical of a month of spending. Motion was unanimously approved.

Councilmember Morris made a motion, seconded by Councilmember Faden, to authorize the Solicitor and Manager to take the appropriate actions to facilitate a Tax and Revenue Anticipation Note (TRAN) in the amount of \$400,000.00 for Fiscal Year 2015. ON THE QUESTION: Councilmember Morris indicated this is a line of credit allowing us to borrow up to \$400,000.00 until our tax revenue starts coming in. This year we had a TRAN in the amount of \$750,000.00, only used \$350,000.00, and paid it back in about one month. The interest cost to the Borough for that borrowing was \$700.00. This motion doesn't mean we will borrow the money, but we will know the money is there should we need it. Manager Smith said we discussed the proposed budget at the work session and the year-end number is approximately \$200,000.00 which may or may not get us through the first two months of 2015. Motion was unanimously approved.

**MAYOR:** Mayor Wagner said she was at a ribbon cutting ceremony tonight at ProCare Physical; they do physical training and physical therapy and are located next to the Sweet Frog. She shared a photo of the mill stone, as well as the three opera house stones. She indicated she is going to purchase the three opera house stones and donate them to the Borough. Manager Smith commented the opera house stones could be placed anywhere around the Borough building.

**PLANNING  
COMMITTEE  
HARB**

**J GARDNER**

**B ERICKSON**

**U/C  
COMMISSIONERS**

**PUBLIC WORKS  
COMMITTEE**

**AGREEMENT WITH  
STROSSER  
ARCHITECTURE ON  
VANSANT  
ELEVATION  
PROJECT**

**EXTENSION  
GRANTED FOR RFC  
PROJECT GRANT  
BY FEMA/BECK-  
NIEMIC PROPERTY  
DEMOLITION**

**LIQUID FUELS  
AUDIT 2011-2013/NO  
FINDINGS OF NON-  
COMPLIANCE**

**FINANCE  
COMMITTEE  
PAYMENT OF BILLS**

**DISCUSSION OF  
2015 BUDGET**

**MAYOR**

October 21, 2014

Mayor Wagner indicated the mill stone is going to be auctioned off on Saturday, November 1<sup>st</sup>. She spoke with Mr. Spotts from the Historical Society as they had indicated they were interested in buying it for placement at the Dale Engle Walker Farm. She suggested possibly that the Borough could go in with them on this, but she would want to see it placed in the Borough; she has been told that millstones are collectible. Solicitor Lyons said the Borough can legally spend money for this. He further pointed out Council must authorize a spending limit and authorize someone to go to the auction to bid on behalf of the Borough. He suggested using the Manager's authorized spending limit. There was **very much** discussion. Manager Smith also indicated that there is pre-bidding allowed where, if Council authorized a certain amount, that would be taken and held and that would be our official bid. Councilmember Faden said that is a proxy bid. Solicitor Lyons stressed you don't want to disclose the amount you are willing to pay as it should be confidential. Councilmember Cox said he would not be in favor of a joint purchase with the County. Again, there was **very much** discussion. Councilmember Cox questioned if we feel our citizens are going to be in favor of the Borough expending public funds to buy a millstone. Councilmember Strosser stated he feels our limit is reasonable.

Councilmember Morris made a motion, seconded by Councilmember Faden, to authorize Mayor Wagner to bid, representing the Borough, on the mill stone that is being auctioned off on November 1<sup>st</sup>, bid amount not to exceed the Manager's spending limit as set by ordinance. Motion was unanimously approved.

**COUNCIL PRESIDENT:** Absent; no report.

**SOLICITOR:** No report.

**MANAGER:** Manager Smith indicated there were discussions during the Finance Committee about putting our auditing services out for bid. However, with the volume of current activities there wasn't an opportunity for this to occur. Also, with all the grant funds we have received, our auditors have been performing additional auditing work, which is mandatory, i.e. single audits and project audits. Councilmember Morris indicated the increase for services was \$15.00, which is extremely minimal this year, just like previous years, and she is grateful for that. Once things calm down, our Manager should be able to put together a bid packet for auditing services for 2016.

Councilmember Morris made a motion, seconded by Councilmember Faden, to approve J.H. Williams & Company, LLP, Certified Public Accountants, to conduct the annual audit for the Fiscal Year 2014 in the amount of \$10,000.00, as well as prepare all quarterly taxing forms for Fiscal Year 2015 in the amount of \$2,095.00, and conduct the single audit procedures required for Federal funds under the Hazardous Mitigation Program and the Repetitive Flood Claims Program in the amount of \$2,500.00. Motion was unanimously approved.

Manager Smith reminded Council that parking meters will be covered during the Holiday Season beginning Friday, November 28, 2014 through Thursday, January 01, 2015.

Councilmember Morris asked the Manager to report on the Discover Lewisburg event. Manager Smith said he, along with the Borough Secretary, participated in this LDP event. There were about approximately a dozen people that stopped by our offices. We answered lots of questions, handed out pens and candy, and it afforded people the opportunity to stop by our office which was nice.

Councilmember Morris asked the Manager to report on the upcoming bonfire. Manager Smith said the Booster Club contacted us as they were trying to increase school spirit and asked permission to hold a bonfire in Wolf Field. We have done this in the past and as long as there are coordination efforts with the William Cameron Engine Company, he has no problem with it. Hopefully, it will be held Thursday, October 30<sup>th</sup> in Wolf Field.

**OTHER COMMITTEES:** No report on the BVRA.

Councilmember Morris indicated the LDP is preparing their Miracle on Market Street promotion and noted there continues to be a change of businesses downtown. There will be a new Italian restaurant in the 500 block of Market Street soon. Councilmember Strosser said we have encouraged the LDP to work with the Borough as we look into reviewing our Refuse Fund and Parking Fund budgets.

Mayor Wagner reported the Town and Gown Committee hasn't met.

Samantha Pearson reported the LNC office will be moving upstairs by the end of this month. She announced they were awarded the \$30,000.00 DCNR Grant for the next phase of South Sixth Street, and if anyone wants a reminder of the scope of this work, she would be happy to provide a link. Councilmember Morris reminded Council that there is a \$30,000.00 match from the Borough for this DCNR Grant and the LNC is looking for ways to help fund that for the Borough. Ms. Pearson indicated we received the River Town designation since the last meeting and a community planning meeting will be on

**DISCUSSION ON  
MILL STONE**

**MAYOR  
AUTHORIZED TO  
PLACE BID ON MILL  
STONE**

**COUNCIL  
PRESIDENT**

**SOLICITOR**

**MANAGER  
AUDIT UPDATE**

**J.H. WILLIAMS TO  
CONDUCT ANNUAL  
AUDIT FOR 2014  
AND PREPARE  
QUARTERLY  
TAXING FORMS FOR  
2015**

**PARKING METERS  
WILL BE COVERED  
FOR THE HOLIDAYS**

**DISCOVER  
LEWISBURG EVENT**

**BONFIRE**

**OTHER  
COMMITTEES  
BVRA**

**LDP**

**TOWN AND GOWN**

**LNC**

October 21, 2014

Thursday, November 6<sup>th</sup> at the Senior Center. Members of Council are encouraged to attend; unfortunately this meeting is the same night and time as the Repurposing Committee meeting. Manager Smith indicated the Rivertown plaque will be placed in the Council Chambers in the very near future. Ms. Pearson indicated there will be a cleanup this Sunday afternoon starting at 2:30 PM along the railroad tracks as permission was granted by the Buffalo Creek Railroad and the Union County Railroad Company. The goal is to clean-up from University Avenue to the park and if we have enough people, all the way up to Dunkin Donuts.

Manager Smith said the bid for the removal of Ash trees in the Lewisburg Area Recreation Park is out. There were a number of contractors interested and a pre-bid meeting is scheduled next week. We are working on a memorial tree for Claudia Eberling on South Seventh Street and hopefully by the end of November there will be a tree in place. Councilmember Morris reported the funding for this is from private support of the LNC and the BRNC members. Manager Smith said this is a first for a tree being donated like this. Councilmember Morris said these seems like a great idea and she would like to see this publicized in some way. Mayor Wagner suggested the Enlightener. Manager Smith elaborated that the memorial plaque will be horizontal and concreted into the ground located between the curb and the sidewalk area. This type of plaque would not work well in the parks where the Borough employees would have to mow around them.

Manager Smith said the annual meeting was recently held for the CK-COG. He reported the Code Enforcement Officer is busy, and he will continue forwarding any/all concerns received.

Councilmember Morris reported that the Community Garden clean-up is currently underway.

Council Vice President Mahon said no report from the Traffic Advisory Committee.

Mayor Wagner indicated the Lewisburg Area High School Repurposing Committee will be meeting on Thursday, November 6<sup>th</sup> and we are hoping to have the Request for Proposal (RFP) released by January. Mayor Wagner thanked the Manager for attending the last meeting. There was much discussion.

Councilmember Cook said a meeting of the Flood Impact Task Force was held last week and there were about 20 people present with lots of good input. Manager Smith said he understands this Task Force is compiling certificates of elevation, which is critical. Mayor Wagner said an email was sent by Kim Wheeler today advising that Lycoming County received a Flood Mitigation Grant in the amount of \$2.1 million, and she believes gas monies were involved with this. Ms. Pearson said Lycoming County had access to a greater pot of money because of the gas drilling that is occurring in that county. There was much discussion.

**OLD BUSINESS:** Councilmember Morris said she would like to see the committees that are being created for the discussions on the Parking Fund and the Refuse Fund shown somewhere on the agenda. We need to determine how to make these funds more productive, or do we possibly entertain the idea of elimination, or having the meter maid work Saturdays, etc. She realizes we are talking about meetings held in 2015 for an impact to the 2016 budget, but she also is fully aware of how fast times goes by. Manager Smith said if you are talking about Ad Hoc Committees, the Council President has the ability to appoint people to these committees and then Council simply ratifies the appointments at the next regular monthly meeting. Do we want to wait for our Council President or is there any interest from anyone on Council to serve on either of these committees. Councilmember Morris said she would sit on either. Mayor Wagner said she would serve on the Refuse Fund review committee. Councilmember Faden and Councilmember Strosser said they would serve on the Parking Fund Review Committee. Councilmember Strosser said since both he and Councilmember Faden are already on the Public Works Committee, he would be willing to conduct discussions and reviews at this meeting, then there won't have to be meeting times established and advertisements, etc. It was the sense of Council that would work for the Parking Fund. Manager Smith said the Refuse Fund will get much more attention and there will be more public input, so it should probably be a separate committee.

**NEW BUSINESS:** None.

**WRITTEN REPORTS:** Councilmember Morris made a motion, seconded by Councilmember Faden, to acknowledge receipt of the Budget Index; Parking Report, Zoning Officer Report, and Code Enforcement Officer Report. Motion was unanimously approved.

**WORK SESSION:** Council Vice President Mahon asked if a work session is needed on November 11<sup>th</sup> to review the proposed 2015 budget. Manager Smith commented if there are no changes needed to the proposed budget when he presents it to the Finance Committee next month, there may not be a need for the work session. Councilmember

**STC**  
**ASH TREE REMOVAL**

**MEMORIAL TREES**

**CK-COG**

**COMMUNITY GARDEN**

**TRAFFIC ADVISORY**  
**COMMITTEE**

**HIGH SCHOOL**  
**REPURPOSING**  
**COMMITTEE**

**FLOOD IMPACT TASK**  
**FORCE**

**OLD BUSINESS**  
**DISCUSSIONS ON**  
**THE CREATION OF**  
**COMMITTEES TO**  
**REVIEW THE**  
**PARKING FUND AND**  
**REFUSE FUND**

**NEW BUSINESS**

**WRITTEN REPORTS**

**WORK SESSION**

**October 21, 2014**

Morris clarified that if this Council is satisfied with the budget as currently presented with a 0.75 mill increase, and that doesn't change by the next Finance Committee meeting, there will not be a need for a work session. Council concurred.

There being no further business, Councilmember Morris made a motion, seconded by Councilmember Cook, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 8: 55 PM.

Respectfully submitted,

Patricia M. Garrison  
Borough Secretary

**ADJOURNMENT**