

DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL MEETING
October 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 EMBECK
FIRE CHIEF BLOUNT
PRESS
VISITORS

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

- a. September 16, 2025 regular meeting.

IV. PUBLIC COMMENT(S) ON ANY AGENDA ITEM (5 minutes)

V. PLANNING AND PUBLIC WORKS COMMITTEE

Motion to approve HARB items a through k as submitted and recommended by HARB per their minutes dated October 14, 2025.

- a. **“Stillwater Sanctuary, LLC / 100 Market Street / Ramp and Garage Facade** (HARB approves and recommends Council approval).
- b. **Edmund Searles & Michelle Johnson / 33 North Front Street / Front Pediment (Replaced)** (HARB approves and recommends Council approval).
- c. **Mary Stove / 114 South Fifth Street / Roof Replaced** (HARB approves and recommends Council approval).
- d. **Thomas Wheeler & Katharine Kreisher / 46&50 South Front Street / Roof Replaced** (HARB approves and recommends Council approval).
- e. **Mehmet Safa Saracoglu / 20 Brown Street / Roof Mount Solar** (HARB approves and recommends Council approval).
- f. **David Ferrone / 202 South Fifth Street / Addition/Renovation** (HARB approves and recommends Council approval).
- g. **Peach Tree Alley / 239 North Third Street / Windows (Replaced)** (HARB approves and recommends Council approval).
- h. **Barbara Kalin & Nevin Diehl / 212 South Second Street / Fence** (HARB approves and recommends Council approval).
- i. **Lewisburg Borough / 115 North Fifth Street / Roof Replaced** (HARB approves and recommends Council approval).
- j. **“World’s End Coffee” / 425 Market Street / Sign** (HARB approves and recommends Council approval).
- k. **“Lewisburg Hotel” / 136 Market Street / Courtyard** (HARB approves and recommends Council approval).
- l. **Motion to approve a request from Bucknell University’s Management 101 Class to use the Lewisburg Tri-globe Streetlight design.**
- m. **Motion to accept an engineering proposal from PennCore Consulting in the amount of \$11,000.00 for Task 1 and Task 2 to provide Surveying and Conceptual Design services for a future streets project at the intersection of St. George Street and South Second Street.**

- n. Motion to approve Resolution 25-15 for the submittal of the Local Share Grant Application to PA DCED for the purchase of a Vacuum Sweeper.
- o. Motion to approve Resolution 25-16 for the submittal of the Local Share Grant Application to PA DCED for the installation of sidewalks and stormwater infrastructure at Hunt Park.

VI. ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE

- a. Buffalo Valley Regional Police Department (BVRPD) Monthly Report
- b. William Cameron Engine Company (WCEC) Monthly Report
- c. Motion to approve payment of bills from September 14, 2025 through October 19, 2025 in the amount of \$909,645.37.
- d. Motion to accept a proposal from J.H. Williams & Co, LLC in the amount of \$12,350.00 for our 2025 Lewisburg Borough Municipal Audit.
- e. Motion to accept a proposal from J.H. Williams & Co., LLC in the amount of \$2,575.00 for our 2026 Quarterly Tax Filings.
- f. Motion to reimburse Kathy Kristjanson-Gural \$200.00 for vehicle towing on St. Anthony Street upon submittal of an appropriate receipt.
- g. Motion to approve Resolution 25-17 authorizing execution of the Cable Franchise Agreement between Lewisburg Borough and Comcast as prepared by Cohen Law Group.
- h. Motion to approve the pay-off of the second, smaller Borough loan with Northwest Bank in the amount of \$81,830.42.
- i. Motion to approve the closing of Borough streets and Market Street/Route 45 for the 2026 Lewisburg Arts Festival and permission to submit the required letter to PennDOT.
- j. Motion to approve reimbursement of \$1,194.46 to Mayor Kendy Alvarez for lodging and mileage expenses associated with the 2025 Pennsylvania Municipal League Municipal Leadership Summit held in Erie, PA from October 1-4, 2025.

FYI:

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

VII. PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS (3 minutes)

VIII. BOROUGH MANAGER

- a. Motion to direct the Borough Solicitor to prepare a Fee Resolution increasing Refuse Collections charges from \$63.00 to \$66.00 per quarter for residential units and increasing commercial collections charges by \$0.50 per yard effective January 1, 2026.
- b. Motion to approve the proposed 2026 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 2026 is 14.4) and to direct the Solicitor to advertise the proposed 2026 budget for final consideration and adoption of Borough Council on November 18, 2025 (Proposed 2026 budget will be placed on the Borough website and available for review at the Borough Office).

- c. Motion to direct the Borough Solicitor to prepare the tax resolution regarding the Borough's Real Estate taxes, the realty transfer tax, the earned income tax, the local services tax, and the business privilege tax for 2026.
- d. Motion to approve a request from LDP for free parking at Borough parking meters in Downtown Lewisburg between Wednesday, November 26, 2025 and January 2, 2026.
- e. Motion to rescind Borough Council's September 2025 approval to include Spruce Street, North Eighth Street, and North Front Street in the Lewisburg Borough 2026 Streets Project and to send the project back to Committee for further review.

IX. BOROUGH SOLICITOR

X. REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

- a. MAYOR
- b. COUNCIL PRESIDENT
- c. BOROUGH SECRETARY
- d. COMMUNITY DEVELOPMENT/GRANT MANAGER
- e. COUNCIL MEMBERS

XI. WRITTEN REPORTS

- a. Motion to acknowledge receipt of the monthly Parking Report, Zoning Officer Report, Code Enforcement Officer Report, CK COG August Activity Reports and Building Permits, BVRA August Financials and Minutes, and BVRA draft 2026 Budget.

XII. WORK SESSION – Work Session WILL be held on Tuesday, November 11, 2025.

XIII. QUESTIONS FROM THE MEDIA

XIV. EXECUTIVE SESSION – Legal Matters and Personnel Matters

XV. ADJOURNMENT