

**DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL MEETING
November 18, 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. **An Executive Session was held on Tuesday, November 11, 2025 following the Borough's Council Work Session to discuss personnel matters.**
- II. **CALL TO ORDER**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
 - a. **October 21, 2025 regular meeting.**
- V. **PUBLIC COMMENT(S) ON ANY AGENDA ITEM (5 minutes)**
- VI. **PLANNING AND PUBLIC WORKS COMMITTEE**
 - Motion to approve HARB item(s) a. and b. as submitted and recommended by HARB per their minutes dated November 11, 2025.**
 - a. **Timothy Faulk / 210 South Seventh Street / Fence** (HARB approves and recommends Council approval).
 - b. **"Kulture Korner" / 221 Market Street / Sign** (HARB approves and recommends Council approval).
 - c. **Motion to award the Lewisburg Borough Winter 2025-2026 Snow Removal Equipment Bid to the low bidders as follows: Schlegel Excavating for Tri-Axle Dump Truck and Bulldozer and Mark Cromley Excavating for the Front End Loader and Track Loader.**
 - d. **Motion to adopt Resolution 25-18 requesting PennDOT approval for the 2026 Market Street Banner Placements at Sixth Street and Eighth Street.**
- VII. **ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE**
 - a. **Buffalo Valley Regional Police Department (BVRPD) Monthly Report**
 - b. **William Cameron Engine Company (WCEC)**
 - c. **Motion to approve payment of bills from October 20, 2025 through November 16, 2025 in the amount of \$406,523.65.**
 - d. **Motion to direct the Borough Solicitor to advertise the 2026 Lewisburg Borough Meeting Schedule:**
 - **Borough Council Regular Meeting – Third Tuesday of Each Month – 6:30 PM**
 - **Borough Council Work Session – Second Tuesday of Each Month – 6:30 PM**
 - **Administration-Public Safety Committee – First Friday of Each Month – 8:30 AM except July will be held second Friday**

- Planning-Public Works Committee – First Thursday of Each Month – 8:30 AM except April will be held on the second Tuesday and July will be held on the second Thursday
- HARB – Second Tuesday of Each Month – 5:00 PM
- Lewisburg Planning Commission – Second Wednesday of Each Month – 6:00 PM
- Shade Tree Commission Regular Meeting – First Wednesday of Each Month – 5:30 PM
- Zoning Hearing Board – Third Monday of Each Month – 7:00 PM except January and February will be held Fourth Monday
- e. **Motion to accept the resignation of Taylor Lightman from the Lewisburg Shade Tree Commission effective December 31, 2025.**
- f. **Motion to appoint Erin Karahuta to the Lewisburg Shade Tree Commission effective January 1, 2026 with a term expiring December 31, 2028 as recommended by the Lewisbug Shade Tree Commission.**
- g. **Motion to accept the resignation of Geralee Zeigler from the Lewisburg Planning Commission effective December 31, 2025.**
- h. **Motion to make the following Board, Authority, and Commission appointments effective January 1, 2026:**
 - i. Pete Bergonia to BVRA with a term expiring 12/31/30
 - ii. William O. Smith to LAJSA with a term expiring 12/31/30
 - iii. Ann Hilliard to HARB with a term expiring 12/31/28
 - iv. Bina Bilenky Trahan to Planning Commission with a term expiring 12/31/29
 - v. Sandy Bond to Planning Commission with a term expiring 12/31/29
 - vi. Amy Levan to Shade Tree Commission with a term expiring 12/31/30
 - vii. David Heayn to BVRPD with a term expiring 12/31/28
 - viii. Samantha Pearson to Lewisburg Neighborhoods with a term expiring 12/31/26
- i. **Motion to direct Borough Solicitor to prepare and advertise an Ordinance to make MPL4 (33 regular spaces) and MPL5 (27 regular spaces and 2 accessible spaces) No Parking for Cleaning and Maintenance on Thursday from 7:00 am – noon and to ticket violations per 345-57 by our Parking Enforcement Officer.**
- j. **Motion to direct Borough Solicitor to prepare and advertise an Ordinance amending 345-59(A)(1) to indicate that parking permits are valid Sunday – Saturday in the municipal parking lots for which they were issued.**

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, Planning Commission term expiration December 31, 2029.**

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

IX. BOROUGH MANAGER

- a. **Motion to adopt final 2026 budget with millage rates as follows: General Fund 10.500; Debt Service Fund 0.500; Street Lighting Fund 0.900; Fire Protection Fund 1.600; Shade Tree Fund 0.100; Regional Recreation Fund 0.800 (total millage for 2026 is 14.4) and to direct the Borough Solicitor to advertise the adopted 2026 Budget.**

X. BOROUGH SOLICITOR

- a. Motion to approve Resolution 25-19 increasing Refuse Collection charges from \$63.00 to \$66.00 per quarter for residential units and increasing commercial collection charges by \$0.50 per yard effective January 1, 2026.
- b. Motion to adopt Resolution 25-20, retaining the total real estate tax on each dollar of assessed valuation of taxable real property within the Borough of Lewisburg for General Fund, Street Lighting, Fire Protection, Shade Tree, Recreation, and Debt Service purposes at the existing rate of fourteen and four tenths (14.4) mills, realty transfer tax, earned income tax, local service tax and business privilege tax for 2026.

XI. REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

a. MAYOR

Proclamation "Veteran's Day"
Proclamation "Tree Lighting"
Proclamation "Global Entrepreneurship Week"
Proclamation "Shop Small Saturday"

b. COUNCIL PRESIDENT

Parking Enforcement

c. BOROUGH SECRETARY

d. COMMUNITY DEVELOPMENT/GRANT MANAGER

Project Updates and Schedules

e. COUNCIL MEMBERS

Councilmember Pearson – Parking Meter update

XII. WRITTEN REPORTS

- a. Motion to acknowledge receipt of the monthly Parking Report, Zoning Officer Report, Code Enforcement Officer Report, CK COG October Activity Reports, CK COG October Building Permit, BVRA September and October Meeting Minutes, and BVRA September Financials.

XIII. WORK SESSION – Work Session WILL be held on Tuesday, December 9, 2025

XIV. QUESTIONS FROM THE MEDIA

XV. EXECUTIVE SESSION – Personnel Matters

XVI. ADDITIONAL ACTION ITEMS

- a. Motion to approve a side agreement between AFSME and Borough of Lewisburg to approve the continuation of an hourly wage increase of 10% for Emily Hontz effective November 1, 2025 for a period of 120 calendar days, or the date her additional responsibilities end, whichever comes first. The compensation shall be retroactive to November 1, 2025.
- b. Motion to approve 2026-2027 employment agreements for Borough Manager/Treasurer William Lowthert, Borough Secretary Kathy Wendt, and Community Development Grant Manager Shannon Berkey.

XVII. ADJOURNMENT