

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, November 18, 2025** in Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Heayn; Council Vice President Bilenky Trahan, Councilmembers Armbruster, Comas, Pearson, Powers, Stamm, Grobes, Manager Lowthert, Secretary Wendt, Community Development Grant Manager Berkey, Solicitor Lyons, and Jr. Councilmembers O'Mealy and Kalberer. Also present: Justin Strawser, Erin Karahuta, Debra Sulai, Greg Adams, Irmgard Seidl-Adams, and Joe Meiser.

An Executive Session was held on Tuesday, November 11, 2025 following the Borough's Council Work Session to discuss personnel matters.

CALL TO ORDER: Council President Heayn called the meeting to order at 6:30 PM.

APPROVAL OF MINUTES: Councilmember Powers made a motion, seconded by Councilmember Armbruster to approve the October 21, 2025, Regular meeting minutes. Motion was unanimously approved.

PUBLIC COMMENT(S) ON ANY AGENDA ITEM:

Debra Sulai, Lewisburg Neighborhoods, asked why Section VIII(J) was being amended. Manager Lowthert explained that nothing was changing other than it was adding clarification to the Ordinance.

Joe Meiser stated his opposition to the proposed variance request for property located at 500 Shikelimo Lane. Meiser distributed letters to Council from himself as well as other residents who are in opposition to the variance request. Meiser requested that Council clarify the conflict between ADU regulations and RS Zoning requirements.

PLANNING AND PUBLIC WORKS COMMITTEE: Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to approve HARB items a. and b. as submitted and recommended by HARB per their minutes dated November 11, 2025. Motion was unanimously approved.

- 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)

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers 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. Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to adopt Resolution 25-18 requesting PennDOT approval for the 2026 Market Street Banner Placements at Sixth Street and Eighth Street. Motion was unanimously approved.

ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE: Buffalo Valley Regional Police (BVRPD) Chief Embeck submitted a monthly report. Councilmember Grobes reported that BVRPD was stopping cars with loud mufflers noting that three citations were issued along with many warnings.

William Cameron Engine Company (WCEC) Chief Blount did not submit a monthly report due to transitioning to a new reporting system. Reports will be provided once the new system is operational.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to approve payment of bills from October 20, 2025, through November 16, 2025, in the amount of \$406,523.65. Motion was unanimously approved.

ATTENDANCE

EXECUTIVE SESSION

November 11, 2025

CALL TO ORDER

APPROVAL OF MINUTES

October 21, 2025

PUBLIC COMMENT ON AGENDA ITEM

D. Sulai

J. Meiser

PLANNING AND PUBLIC WORKS HARB

T. Faulk

“Kulture Korner”

Awarded 2025-2026 Snow Removal Equipment Bids

Resolution 25-18

ADMINISTRATIVE AND PUBLIC SAFETY

BVRPD

WCEC

Approval of Bills

November 18, 2025

Councilmember Grobes made a motion, seconded by Councilmember Bilenky Trahan to direct the Borough Solicitor to advertise the amended 2026 Lewisburg Borough Meeting Schedule:

- Borough Council Reorganization Meeting – Monday, January 5, 2026 – 6:30 PM
- Borough Council Regular Meeting – Third Tuesday of Each Month – 6:30 PM
- Borough Council Work Session – Second Tuesday of Each Month – 6:30 PM
- Administrative-Public Safety Committee – First Friday of Each Month – 8:30 AM except July will be held the 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 Month of Each Month – 7:00 PM except January and February will be held the Fourth Monday

Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Powers to accept the resignation of Taylor Lightman from the Lewisburg Shade Tree Commission effective December 31, 2025. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Powers 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 Lewisburg Shade Tree Commission. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to accept the resignation of Geralee Zeigler from the Lewisburg Planning Commission effective December 31, 2025. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Bilenky Trahan 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

Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Powers 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. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Bilenky Trahan 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. Motion was unanimously approved.

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.

PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS: None

2026 Borough Meeting Schedule

T. Lightman
resignation from
STC

E. Karahuta
appointment to
STC

G. Zeigler
resignation from
PC

**Board, Authority,
and Commission
Appointments**

BVRA – Bergonia
LAJSA - Smith
HARB – Hilliard
PC–Bilenky Trahan
PC – Bond
STC – Levan
BVRPD – Heayn
LN – Pearson

Approval to
prepare and
advertise
Ordinance for
MPL4 and MPL5
No Parking on
Thursday's

Approval to
prepare and
advertise to
amend Ordinance
for parking permits

Vacancies

**PUBLIC
COMMENT ON
NON-AGENDA
ITEMS**

November 18, 2025

BOROUGH MANAGER:

Councilmember Powers made a motion, seconded by Councilmember Bilenky Trahan 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. There was some discussion. Motion was unanimously approved.

BOROUGH MANAGER

Adopt 2026 Budget

BOROUGH SOLICITOR:

Councilmember Powers made a motion, seconded by Councilmember Bilenky Trahan 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. Motion was unanimously approved.

BOROUGH SOLICITOR

Resolution 25-19

Councilmember Powers made a motion, seconded by Councilmember Bilenky Trahan 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. Motion was unanimously approved.

Resolution 25-20

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES:

In Mayor Alvarez's absence, Jr. Councilmember Kalberer announced two Mayoral Proclamations "Veteran's Day" and "Global Entrepreneurship Week" and Jr. Councilmember O'Mealy announced two Mayoral Proclamations "Tree Lighting" and "Shop Small Saturday".

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

Mayor Alvarez

Council President Heayn explained parking enforcement and the reasons to continue to stay the course of enforcing the Ordinances as they currently exist.

Heayn

Community Development/Grant Manager Berkey distributed a summary of all the Borough projects and schedules.

Berkey

Councilmember Pearson updated Council on the status of new parking meters. She said eleven trial test meter heads are expected to be installed the beginning of the year on Market Street. The meters will accept Coins and QR codes; and in the near future Smart Cards. A survey will be posted for feedback on the new meters.

Pearson

Councilmember Comas announced that next year will be America's 250th celebration. He encouraged all to participate and get involved. Comas also said Bells Across PA will unveil a bell in the Union County Courthouse on December 19th as part of the celebration. Comas also asked about Ash Trees in the parks.

Comas

Councilmember Armbruster suggested that if Council was going to start studying the issue of noise in the Borough such as off campus party noise as well as automobile noise it will probably lead to the development of a comprehensive noise ordinance.

Armbruster

Jr. Councilmember O'Mealy reported that on Thursday, November 20th the Acting Pennsylvania Education Secretary, Dr. Carrie Rowe, will be visiting Lewisburg High School along with different State Representatives and State Senators. Gibson will be giving them a tour of the grounds.

O'Mealy

November 18, 2025

WRITTEN REPORTS: Councilmember Powers made a motion, seconded by Councilmember Pearson 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. Motion was unanimously approved.

WRITTEN REPORTS

WORK SESSION: There will be a Work Session to be held Tuesday, December 9, 2025 to discuss the Noise Ordinance.

WORK SESSION

QUESTIONS FROM THE MEDIA:

Justin Strawser, The Daily Item, asked for the final budget number. Manager Lowthert will give him the information. Strawser also asked when the bell will be unveiled at the Union County Courthouse.

MEDIA QUESTIONS
J. Strawser

Council President Heayn called for an executive session to discuss personnel matters at 7:32PM. Council returned at 7:50PM.

EXECUTIVE SESSION

Councilmember Powers made a motion, seconded by Councilmember Bilenky Trahan 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; and to approve the Borough Manager to extend the 10% increase as needed. The compensation shall be retroactive to November 1, 2025. Motion was unanimously approved.

Approval of 10% hourly wage increase for Emily Hontz

Councilmember Powers made a motion, seconded by Councilmember Comas to approve 2026-2027 employment agreements for Borough Manager/Treasurer William Lowthert, Borough Secretary Kathy Wendt, and Community Development Grant Manager Shannon Berkey. Motion was unanimously approved.

Approval of 2026-2027 Employment Agreements

There being no further business, Councilmember Bilenky Trahan made a motion, seconded by Councilmember Armbruster to adjourn the meeting. The meeting was adjourned at 7:51 PM.

ADJOURNMENT

Respectfully submitted,

Kathy D. Wendt
Borough Secretary