

**DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL MEETING
NOVEMBER 19, 2019
6:30 PM**

MORRIS, President
MAHON, Vice-President
COMAS
DERMAN
FREDERICK
HEAYN
MEDINA
YOHN
KASZUBA

MAYOR WAGNER
MANAGER/TREASURER LOWTHERT
SECRETARY ANDERS
SOLICITOR LYONS
BVRPD CHIEF YOST
FIRE CHIEF BLOUNT
WHEELER
PRESS
VISITORS

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

*** There was an executive session after the 11/12/19 Work Session meeting regarding personnel matters and no decisions were made. ***

III. APPROVAL OF MINUTES

- a. **October 15, 2019 regular meeting**

IV. COUNCIL PRESENTATION(S)

- a. **Presentation by HRG of revised preliminary design plans associated with the Shared Use Path/Nature Play/Floodplain Restoration Project.**

V. PUBLIC COMMENT(S) ON ANY AGENDA ITEM

VI. PUBLIC WORKS/POLICE COMMITTEE

- a. **Buffalo Valley Regional Police Department (BVRPD) Monthly Report**
b. **William Cameron Engine Company (WCEC)**
c. **Motion to accept the Final Version of the Market Street Corridor Study, Lewisburg Historic District - A Public Safety, Public Health, Environmental, and Transportation Corridor Study for Market Street (PA Route 45) Through the Nine Blocks of the Historic District of Lewisburg, PA prepared by Traffic Planning and Design, Inc.**

FYI:

- i. **Lewisburg Borough is investigating options to paint/powder coat the Parking Meter heads. Public Works-Police Committee and Admin-Finance Committee are supportive of the plan and directed Borough Manager to proceed.**

VII. ADMINISTRATIVE/FINANCE COMMITTEE

- a. **Motion to approve payment of bills from October 12, 2019 through November 15, 2019 in the amount of \$481,238.53.**
b. **Discussion of a proposed Fire Services IGA.**
c. **Discussion of adopting a Resolution to allow Lewisburg Borough Council Members to participate in a public meeting via teleconference or other means of electronic or video communications.**

FYI:

- i. **The Lewisburg parking token program has been discontinued.**

VIII. **COMMUNITY DEVELOPMENT/PLANNING COMMITTEE**
HARB – (See HARB Minutes for *Details of Certificate of Appropriateness (COA) Approvals/Courtesy Reviews/Project Updates*)

Motion to approve HARB items a and b as submitted and recommended by HARB per their minutes dated November 12, 2019.

- a. **Michael & Heidi Dunigan / 108 Saint Louis Street / Siding & Molding.** An application was submitted to and reviewed by HARB for siding and molding. Motion was made by Ted Strosser, seconded by Ann Hilliard to recommend approval and issuance of Certificate of Appropriateness (COA) for siding and molding as submitted in the project description of the HARB application, recommendation to add casing/trim to windows to match the originals, replicate archway above the center second floor window, install dentil molding as presented at the top of the second floor cornice, only scrape and paint the five dormers to preserve. If rot is encountered, in kind replacement of individual elements with same size and configuration is acceptable. Motion was unanimously approved.
- b. **Louis & Amy Casimir / 9 Mill Street / Windows (Replacement).** An application was submitted to and reviewed by HARB for replacement windows. Motion was made by Elijah Farrell, seconded by Kim Walter-Makowski to recommend approval and issuance of Certificate of Appropriateness (COA) for replacement windows as submitted in the project description of the HARB application, recommendation to match existing beadboard and windows to be 1 over 1 units of the same size as existing, otherwise approved as submitted. Motion was unanimously approved.

Additional Items:

- c. **Motion to approve for the Borough Solicitor to advertise the 2020 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
 - Administrative/Finance Committee – Second Monday of Each Month – 4 PM except September and December, which will be the 1st Monday
 - Community Development/Planning Committee – Second Thursday of Each Month – 5 PM except January, April, July, August and October, which will be the 3rd Thursday
 - HARB – Second Tuesday of Each Month – 5 PM
 - Lewisburg Planning Commission – First Wednesday of Each Month – 6 PM except January, which will be the 2nd Wednesday
 - Public Works/Police Committee – First Tuesday of Each Month – 8 AM
 - Shade Tree Commission Regular Meeting– Second Thursday of Each Month – 6:30 PM
 - Shade Tree Work Session – Fourth Thursday of Each Month – 6 PM except November and December, which will be the 3rd Thursday
 - Zoning Hearing Board – Third Monday of Each Month – 7 PM except January which will be the 4th Monday
- d. **Motion to approve the following appointments to Borough Boards and Commissions Appointments:**
- a. **HARB** – Ann Hilliard with a term expiring 12/31/22 (effective 1/1/20) and Kim Walter-Makowski with a term expiring 12/31/22 (effective 1/1/20)
 - b. **Planning Commission** – Bud Hiller with a term expiring 12/31/23 (effective 1/1/20) and Luis Medina with a term expiring 12/31/23 (effective immediately)

- c. **Shade Tree Commission** – Kathryn Morris with a term expiring 12/31/20 (effective immediately), David Heayn with a term expiring 12/31/21 (effective immediately), and Sue Yohn with a term expiring 12/31/24 (effective 1/1/20)
 - d. **Zoning Hearing Board** – Alan Zeigler with a term expiring 12/31/22 (effective 1/1/20)
 - e. **Vacancy Board** – Trey Casimir with a term expiring 12/31/21 (effective 1/1/20)
 - f. **CK-COG Board** – Pete Bergonia with a term expiring 12/31/22 (effective 1/1/20)
 - g. **BVRPC** – Judith Wagner with a term expiring 1/7/22 (effective 1/8/20) and Kathryn Morris as the “At Large” representative with a term expiring 1/7/21 (effective 1/8/20)
 - h. **LDP** – Judith Wagner (effective 1/1/20)
- e. **Motion to approve a request from LDP for Free Meter Parking from Thanksgiving Day to January 2, 2020.**

FYI:

- i. **Vacancies as of January 1, 2020, one vacancy on BVRA with term expiration December 31, 2024, two vacancies on Planning Commission with term expirations of December 31, 2022 and December 31, 2023; one vacancy on HARB with term expiration of December 31, 2020; and one vacancy as the Zoning Hearing Board Alternate with term expiration December 31, 2020.**

IX. PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS

X. MAYOR

XI. COUNCIL PRESIDENT

XII. BOROUGH MANAGER

- a. **Motion to adopt final 2020 budget with millage rates as follows: General Fund 10.085; Debt Service Fund 0.598; Street Lighting Fund 0.407; Fire Protection 1.010; Shade Tree Fund 0.100; Regional Recreation Fund 0.540; total millage for 2020 is 12.740 (Note: No millage increase to Borough taxpayers in 2020)**
- b. **Motion to adopt Resolution No. 19-06, retaining the realty transfer tax, real estate tax, earned income tax, local services tax and business privilege tax for 2020**

XIII. SPECIAL PROJECT COORDINATOR/GRANT MANAGER

XIV. BOROUGH SOLICITOR

- a. **Discussion of a request for the Borough to vacate a portion of Deer Alley**
- b. **Shade Tree Ordinance/Motion at October 15, 2019 meeting.**

XV. JUNIOR COUNCILMEMBER

XVI. OTHER COMMITTEES

- a. **Buffalo Valley Recreation Authority (BVRA)**
- b. **Lewisburg Downtown Partnership (LDP)**
- c. **Lewisburg Neighborhoods Corporation (LNC)**
 - i. **River Town Team**
 - ii. **Walk It/Bike It Lewisburg**
 - iii. **Neighborhood Support**
- d. **Shade Tree Commission (STC)**
- e. **Central Keystone Council of Governments Board (CK-COG)**
- f. **Community Garden Committee**
- g. **Central Susquehanna Fire and Emergency Services (CSFES)**

XVII. ANY ADDITIONAL BUSINESS FROM COUNCIL

XVIII. WRITTEN REPORTS

- a. **Motion to acknowledge receipt of the monthly Planning Commission 10-2-2019 Minutes, LAJSA November Agenda and September Minutes, HARB 11-12-2019 Minutes, Fine and Meter October Report, Building Permits Report, Borough Budget Index, Zoning Officer Report, Code Enforcement Officer Report.**

XIX. WORK SESSION – Work Session WILL/WILL NOT be held on Tuesday, December 10, 2019

XX. EXECUTIVE SESSION – Personnel and Legal Matters

XXI. ADJOURNMENT