

DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL MEETING
December 16, 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 by Borough Council on December 9, 2025 to discuss Union Contract Negotiations.**
- II. **CALL TO ORDER**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **Public Hearing for a Conditional Use Request at 235 South Second Street**
- V. **APPROVAL OF MINUTES**
 - a. November 18, 2025 regular meeting.
- VI. **PUBLIC COMMENT(S) ON ANY AGENDA ITEM (5 minutes)**
- VII. **PLANNING AND PUBLIC WORKS COMMITTEE**
 - Motion to approve HARB items a through d as submitted and recommended by HARB per their minutes dated December 9, 2025.**
 - a. **Bill & Terk Meek / 235 South Second Street / New Garage & Fence** (HARB approves and recommends Council approval).
 - b. **Katie & Cisco Esquer / 124 St. George Street / DEMO Accessory** (HARB approves and recommends Council approval).
 - c. **Lynn Thomas / 120 South Fourth Street(Rear) / Garage Roof** (HARB approves and recommends Council approval).
 - d. **“Stillwater Spa” / 100 Market Street / Sign** (HARB approves and recommends Council approval).
 - e. **Motion to approve Design Plans for the South Eighth Street/White Pine Alley RAB project and permission to release the project for bid.**
 - f. **Motion to approve an Engineering Change Order in the amount of \$40,000.00 from Kittelson & Associates for the additional tasks associated with the SS4A Project.**
 - g. **Motion to approve the FFY 2022 CDBG Subrecipient Agreement between Union County and Lewisburg Borough for the South Eighth Street/White Pine Alley RAB Project.**

- h. Motion to approve the FFY 2023 CDBG Subrecipient Agreement between Union County and Lewisburg Borough for the South Eighth Street/White Pine Alley RAB Project.
- i. Motion to approve the FFY 2024 CDBG Subrecipient Agreement between Union County and Lewisburg Borough for the South Eighth Street/White Pine Alley RAB Project.
- j. Motion to accept the resignation of Dianne Powers from the Lewisburg Shade Tree Commission effective December 31, 2025.

VIII. 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 November 17, 2025 through December 13, 2025 in the amount of \$364,689.31.
- d. Motion to direct the Borough Solicitor to prepare a Resolution authorizing the Borough to collect a Three (\$3.00) Dollar service fee on credit card charges of One Hundred (\$100) Dollars or less and a Three (3.0%) percent service fee on credit card charges over One Hundred (\$100.00) Dollars.

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; and Shade Tree Commission term expiration December 31, 2027.

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

X. BOROUGH MANAGER

- a. Motion to approve the removal of the flashing pedestrian signs on Market Street at Front Street per direction of PennDOT
- b. Motion to approve staff to request proposals from engineers to perform the necessary engineering and traffic study to justify the installation of flashing pedestrian signs on Market Street per PennDOT requirements.

XI. BOROUGH SOLICITOR

XII. REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

- a. MAYOR
- b. COUNCIL PRESIDENT
 - i. Certificate of Appreciation to Council Member Dianne Powers
- c. BOROUGH SECRETARY
- d. COMMUNITY DEVELOPMENT/GRANT MANAGER
- e. COUNCIL MEMBERS

XIII. WRITTEN REPORTS

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

XIV. WORK SESSION – Work Session WILL be held on Tuesday, January 13, 2026.

XV. QUESTIONS FROM THE MEDIA

XVI. EXECUTIVE SESSION – Conditional Use Hearing Discussion/Personnel Matters/Union Contract Negotiations

XVII. CONTINUATION OF THE BOROUGH COUNCIL MEETING

- a. Motion to approve/deny the Conditional Use Request for 235 South Second Street.
- b. Motion to approve an Agreement between Council 13 of AFSCME, Local 3133 and the Borough of Lewisburg.

XVIII. ADJOURNMENT