

**DRAFT AGENDA**

**LEWISBURG BOROUGH COUNCIL MEETING**

**December 18, 2018**

**6:30 PM**

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

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

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF MINUTES
  - a. November 20, 2018 regular meeting
  - b. December 03, 2018 special meeting
- IV. COUNCIL PRESENTATION(S)
- V. PUBLIC COMMENT(S) ON ANY AGENDA ITEM
- VI. PUBLIC WORKS/POLICE COMMITTEE
  - a. Buffalo Valley Regional Police Department (BVRPD) Monthly Report
  - b. Discussion of Mid-Penn Engineering request for LOMR change associated with the Penn House Commons Property

**FYI:**

- i. Interviews currently underway with select firms that submitted engineering proposals in association with the South Six Street Shared Use Path/Floodplain Restoration/Nature Play Project; committee may have recommendation for Council in January
- ii. CK-COG will continue review of sidewalks in the spring beginning with Third Street; committee will recommend the next street(s) for review in the spring
- iii. 2018 CDBG Application submitted to the Pennsylvania Department of Community and Economic Development (DCED) by SEDA-COG

- VII. ADMINISTRATIVE/FINANCE COMMITTEE
  - a. Motion to approve payment of bills from November 17, 2018 through December 14, 2018 in the amount of \$473,566.39
  - b. Motion to approve use of \$10,000.00 of funds from Borough's cash reserves for engineering services associated with the Market Street Corridor Traffic Study

**FYI:**

- i. Manager to schedule meeting between Borough's special counsel to discuss proposed agreement regarding installation of mini-towers on traffic signal poles in the downtown by Verizon Wireless
- ii. Committee continues review of revised Council By-Laws and Rules of Order with intent of having a recommendation for Council in January
- iii. Manager to work with Lewisburg Downtown Partnership (LDP) Executive Director on the Borough's 2019 funding release schedule
- iv. Borough server and several computers will need to be replaced early 2020 as a result of Microsoft's discontinuation of support for Windows 2007 and Windows Server 2008

- VIII. **COMMUNITY DEVELOPMENT/PLANNING COMMITTEE (no meeting)**  
**HARB – (See HARB Minutes for *Details of Certificate of Appropriateness Approvals/Courtesy Reviews/Project Updates*)**
- a. Ben/Sarah Wheatley/701MarketStreet/Cupola Windows (HARB approved COA/Committee recommends Council approval)
  - b. Tom McClure/40 South Water Street/Fence(HARB approved/Committee recommends Council approval)

**Additional Items:**

- c. Motion to direct Manager to submit the zoning ordinance amendment regarding sign provisions, *as revised*, to the Lewisburg Planning Commission and the Union County Planning Commission for their review/comment, and to authorize Solicitor to advertise for the public hearing and enactment of the amendment for the February meeting
- d. Motion to direct Manager to submit the proposed land development plan/lot consolidation for 215 South Second Street to the Borough Engineer and the Lewisburg Planning Commission for their review and comment

**FYI:**

- i. Current vacancies on Planning Commission, term expiration 12/31/19 and HARB, term expiration 12/31/20
- ii. Upcoming vacancy on STC effective 01/01/2019, term expiration 12/31/23

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

X. **MAYOR**

XI. **COUNCIL PRESIDENT**

XII. **BOROUGH MANAGER**

- a. Motion to direct the Solicitor to advertise the following 2019 meeting dates and times: Council Work Session – 2nd Tuesday of each month at 6:30 PM; Council Meeting – 3rd Tuesday of each month at 6:30 PM; Lewisburg Planning Commission – 1st Wednesday of each month at 6 PM except January and July which will be 2nd Wednesday; Shade Tree Commission – 2nd Thursday of each month at 7 PM; HARB – 2nd Tuesday of each month at 5 PM; Zoning Hearing Board – 3rd Monday of each month at 7 PM; Public Works/Police Committee – 1st Tuesday of each month at 8 AM except January which will be 2nd Tuesday; Administrative/Finance Committee – 2nd Monday of each month at 4 PM; Community Development/Planning Committee – 2nd Thursday of each month at 5 PM except May and August, which will be the 3rd Thursday of the month at 5 PM

XIII. **BOROUGH SOLICITOR**

XIV. **JUNIOR COUNCILMEMBER (Vacant)**

XV. **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)

XVI. **ANY ADDITIONAL BUSINESS FROM COUNCIL**

- XVII. WRITTEN REPORTS**
  - a. Motion to acknowledge receipt of the monthly Borough Budget Index, Parking Report, Zoning Officer Report and Code Enforcement Officer Report**
- XVIII. WORK SESSION – Work Session will be held on Tuesday, January 8, 2019 for EIP Presentation**
- XIX. EXECUTIVE SESSION – Legal and Personnel Matters**
- XX. ADJOURNMENT**