

**DRAFT AGENDA  
LEWISBURG BOROUGH COUNCIL MEETING  
December 19, 2023  
6:30 PM**

SULAI, President  
COMAS, Vice-President  
DERMAN  
GROBES  
HEAYN  
STAMM  
POWERS  
BILENKY TRAHAN

MAYOR ALVAREZ  
MANAGER/TREASURER LOWTHERT  
SECRETARY WENDT  
SOLICITOR LYONS  
COMMUNITY DEV/GRANT MANAGER BERKEY  
BVRPD CHIEF YOST  
FIRE CHIEF BLOUNT  
PRESS  
VISITORS

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. APPROVAL OF MINUTES**

- a. November 21, 2023 regular meeting.

**IV. PUBLIC COMMENT(S) ON ANY AGENDA ITEM**

**V. PLANNING AND PUBLIC WORKS COMMITTEE**

Motion to approve HARB item a as submitted and recommended by HARB per their minutes dated December 12, 2023.

- a. "Paris Bakery & Café" / 335 Market Street / Signs (HARB approved and recommends Council approval)

- b. Motion to approve preliminary project design plans associated with the CDBG funded Limestone/Bull Run Floodplain Restoration Project – north of Market Street behind the Towne Tavern.
- c. Motion to approve a letter of support for the Lewisburg Arts Council to hold the Lewisburg Arts Festival on Saturday, April 27, 2024 on Market Street and various Borough streets with roadway closure from 6:00 am – 6:30 pm and permission to submit the required documentation to PennDOT.
- d. Motion to approve a request from Lewisburg Cub Scout Pack 3538 to use the Lewisburg Tri-globe Street Light image on T-shirts.
- e. Motion to approve Kidsburg Phase II project preliminary design plan for permitting.
- f. Motion to approve Resolution 23-13 requesting PennDOT approval for the 2024 Market Street Banner Placements on Sixth Street and Eighth Street.
- g. Motion to approve the 2020-CV-C2 CDBG Budget Revision Certification for the additional funding associated with the Hufnagle park Event Venue Project.
- h. Motion to approve a Change Order from Gray Builders for the Hufnagle Park Event Venue Project to extend the project completion date to April 26, 2024.

**VI. 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 November 19, 2023 through December 16, 2023 in the amount of \$401,338.24**
- d. **Motion to set fees for Borough approved events beginning in 2024 as follows:**

All Borough Park Reservations including Hufnagle Park without Event Venue usage:

- a. Resident, Non-Profit or For-Profit Business located inside the Borough Limits: \$50 first day, \$25 each additional consecutive day.
- b. Non-Borough Resident, Out-of-Borough Non-Profit or For-Profit Business: \$100 first day, \$50 each additional consecutive day.

Event Venue Reservation (not including reservation of Hufnagle Park):

- c. Resident, Non-Profit or For-Profit Business located inside the Borough Limits: \$75 first day, \$37.50 each additional consecutive day.
- d. Non-Borough Resident, Out-of-Borough Non-Profit: \$125 first day, \$62.50 each additional consecutive day.
- e. For-Profit Out-of-Borough Business: \$500 first day, \$250 each additional consecutive day.
- f. Deposit Required \$100, Cash or Certified Bank Check Only

Sound and Lighting System Access at Event Venue:

- g. \$100 per event
- h. Deposit Required \$500, Cash or Certified Bank Check Only

Events Inside the Borough without Park Reservation requiring Public Works Services (i.e. Borough Crew or staff meeting(s), any Borough equipment usage, special requests, etc.):

- i. Resident, Non-Profit or For-Profit Business located inside the Borough Limits: \$50 first day, \$25 each additional consecutive day.
- j. Non-Borough Resident, Out-of-Borough Non-Profit or For-Profit Business: \$100 first day, \$50 each additional consecutive day.

Equipment Fees:

- k. Barricade: \$15 per item
- l. Traffic Cones: \$2 per item
- m. Electric Usage Fee: \$35 per day
- n. Refuse Barrels or Tipper Cans: \$10 per item
- o. Refuse Dumpster Fee set by Refuse Ordinance: Placement \$50 and empty cost \$11 per cubic yard
- p. Municipal Parking Lot Closure Fee: \$150 per day per lot
- q. Parking Meter Closure: \$3 per day, Bag purchase required to close meter: \$1 per bag
- r. Portable Bicycle Rack: \$15 per rack per event

- e. **Motion to make the following Board, Authority, and Commission appointments:**

- i. Patrick Shandera to BVRA with a term expiring 12/31/28
- ii. Jason Fellon to LAJSA with a term expiring 12/31/28
- iii. Dianne Powers to HARB with a term expiring 12/31/26
- iv. Chris Korban to HARB with a term expiring 12/31/26
- v. Stephen Kalberer to Planning Commission with a term expiring 12/31/27
- vi. Scott Seneca to Planning Commission with a term expiring 12/31/26
- vii. Bud Hiller to Planning Commission with a term expiring 12/31/24
- viii. Taylor Lightman to Shade Tree Commission with a term expiring 12/31/28
- ix. Arthur Schaeffer to Zoning Hearing Board with a term expiring 12/31/26
- x. Peter Bergonia to Central Keystone Council of Government with a term expiring 12/31/26

- xi. Jordi Comas as the Borough Council Representative to BVRPC with a term expiring 12/31/26
- xii. Jamie Grobes as Alternate to BVRPC with a term expiring 12/31/26
- xiii. Kendy Alvarez as Lewisburg Borough Elected Official Representative to Lewisburg Downtown Partnership with a term expiring 12/31/25
- xiv. Dianne Powers as Borough Council Representative to Lewisburg Neighborhood with a term expiring 12/31/25

**f. Discussion of proposed changes to Regional Police IGA**

**FYI:**

- i. **Current vacancies on HARB term expiration December 31, 2025; Zoning Hearing Board Alternate term expiration December 31, 2026; Zoning Hearing Board Alternate term expiration December 31, 2026; Central Susquehanna Fire & Emergency Services Board; Lewisburg Neighborhoods – Borough Elected Official term expiring 12/31/25**

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

**VIII. BOROUGH MANAGER**

**IX. BOROUGH SOLICITOR**

- a. **Motion to enact Ordinance No. 1079 amending two sections of the Lewisburg Borough Non-uniformed Pension Plan.**

**X. REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES**

- a. **MAYOR – “Holiday Tree in Hufnagle Park” Proclamation  
“Poet Laureate” Proclamation**
- b. **COUNCIL PRESIDENT**
- c. **BOROUGH SECRETARY**
- d. **COMMUNITY DEVELOPMENT/GRANT MANAGER**
- e. **COUNCIL MEMBERS**

**XI. WRITTEN REPORTS**

- a. **Motion to acknowledge receipt of the monthly Parking Report, Zoning Officer Report, Code Enforcement Officer Report, Code Enforcement Activity Report, and November Building Report.**

**XII. WORK SESSION – Work Session WILL be held on Tuesday, January 9, 2024.**

**XIII. QUESTIONS FROM THE MEDIA**

**XIV. EXECUTIVE SESSION – Legal Matters**

**XV. ADJOURNMENT**