

**REVISED DRAFT AGENDA  
LEWISBURG BOROUGH COUNCIL  
ADMINISTRATION AND PUBLIC SAFETY COMMITTEE MEETING  
Friday, February 6, 2026 at 8:30 AM in Borough Council Chambers**

The Administration and Public Safety Committee is responsible for personnel related matters/issues, Borough policy and procedure development/review, contract and agreement discussions, financial related matters, budget discussions, parking related matters, police matters, fire department matters, emergency management, and other items of public safety concern in Lewisburg Borough.

**MEMBERS**

Jamie Grobes (Chairperson)	William Lowthert, Borough Manager
Leo Armbruster	Kathy Wendt, Borough Secretary
Jordi Comas	Tiffany Hawn, PEO (as needed)
David Heayn	Steve Beattie, EMC (as needed)
Kendy Alvarez, Ex-Officio as Mayor	Dan Embeck, BVRPD (as needed)
	Jamie Blount, WCEC (as needed)

**I. NEW BUSINESS**

- a. Recommendation to surplus the old Lewisburg Borough Street Sweeper and permission to place the vehicle for sale on Municibid with the appropriate newspaper advertisement.
- b. Continued discussion of a video/audio broadcast system for Borough Council Chambers (**attachment**) – meeting with Mechanicsburg Borough rescheduled due to snow.
- c. Discussion of adding a back-up wireless internet service over the ATT FirstNET network for the Borough Office and Public Works Building in the event the primary wired internet connection fails during an emergency (**attachment**). Minimal equipment purchase costs; monthly recurring fee of \$38.00 per device for internet access.
- d. Discussion of reducing the LAJSA Board from nine members to seven members (**attachment**).
- e. Discussion of recent changes to Municipal Parking Lot 6. (**This item was also included on the Planning-Public Works Committee agenda as aspects of the topic fall under the purview of both Committees.**)
- f. Discussion of traffic flow on White Pine Alley between South Seventh Street and South Sixth Street. (**This item was also included on the Planning-Public Works Committee agenda as aspects of the topic fall under the purview of both Committees.**)
- g. Continued review of Lewisburg Borough 2025 Financials.
- h. Discussion of Employee Training Topics and Schedule.
- i. Direction regarding the proposed 2026 Lewisburg Borough Participatory Budgeting Project - \$10,000 General Fund.
- j. Discussion of options for the Borough to help improve employee quality of life and employee fitness/health.
- k. Discussion of appointing the Voting Delegate and Alternate for the PSAB Annual Conference in Hershey from May 31, 2026 – June 3, 2026 (**attachment**).

## **II. UPCOMING BOROUGH COUNCIL WORK SESSION TOPICS**

- a. February 10, 2026 – Lewisburg Borough Strategic Planning Study and study action items for consultant RFP
- b. September 2026 Work Session? - Meeting with our municipal auditors from J.H. Williams & Co., LLC.

## **III. OLD BUSINESS**

- a. Food Truck Ordinance for Lewisburg Borough – LDP and staff will bring this back to Committee when appropriate.
- b. Support for the Union County America's 250th anniversary in 2026 – Jordi Comas gathering more information.
- c. Discussion of creating Lewisburg Borough Council member Binders for important information.
- d. Discussion of adding public Zoom options to Borough Council Meetings.
- e. Discussion of establishing a Borough Council Policy/Procedure for donations to Lewisburg Borough.
- f. Potential for a discussion of payment options/alternatives for the purchase of new parking meters in Lewisburg Borough.
- g. Continued review of the proposed CK-COG Maintenance Code – Property, Fire Safety & Building.
- h. Continued discussion of changes to the Borough's Grass and Weed Ordinance to allow for meadows and natural yards.
- i. Discussion of the "Reimbursement Resolution" approval process if Council wishes to reimburse itself from future loans for any needed immediate purchases.
- j. Discussion of creating official Borough rules for street closures by contractors.
- k. Request from Tim Turner (owner of the property where the Townhomes are being built along St. Anthony Street) for the Borough to rename Hazel Tree Alley from Beck Street to St. Anthony Street.
- l. Discussion of Animal Control Officer Services.
- m. Empty Store Front Ordinance for Lewisburg Borough – LDP.
- n. Official Rules of Borough Council for use of the Lewisburg Tri-globe Street Light Image.
- o. Supplemental Borough Employee 457 Retirement Plans.
- p. Continued discussion of Lewisburg Borough's Emergency Alert System/Siren protocols and policies.
- q. Modifications to the Lewisburg Loan Program.
- r. CK-COG Complaint-Based Model Discussion.
- s. Continued discussion of proposed changes to Lewisburg Borough Code Chapter 345 (Vehicles and Traffic) under Section 345-7 – use of streets by processions and assemblages.
- t. Continued discussion of the Lewisburg Borough Neighborhood Blight Ordinance.
- u. RFP required to select a new attorney for the Borough's Non-uniform Pension Plan.
- v. Ordinance adopted by East Buffalo Township for the regulation of animals.
- w. Discussion of setting a daily rate to rent all metered parking spaces – 345 parking meters in Lewisburg Borough.
- x. Discussion of an Accident Repeater Program in Lewisburg Borough.

#### IV. **VACANCY**

- a. Planning Commission with a term expiring 12/31/29 (**recommendation from Planning Commission on this month's Council agenda**)
- b. HARB with a term expiring 12/31/28; HARB with a term expiring 12/31/28
- c. Two Zoning Hearing Board Alternates with terms expiring 12/31/26
- d. Lewisburg Shade Tree Commission with a term expiring 12/31/27 (**recommendation from Shade Tree Commission on this month's Council agenda**)
- e. BVRPC Civil Service position – Lewisburg Borough representative
- f. Lewisburg Area Joint Sewer Authority with a term expiring 12/31/30

#### V. **ADJORNMENT**