

**DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL MEETING
March 17, 2020
6:30 PM**

MEDINA, President
COMAS, Vice-President
DERMAN
FARRELL
HEAYN
SULAI
YOHN
BRODY
PRESS

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

- I. **CALL TO ORDER**
 - II. **PLEDGE OF ALLEGIANCE**
 - III. **APPROVAL OF MINUTES**
 - a. February 18, 2020 regular meeting
 - IV. **ADMINISTRATION OF THE OATH OF OFFICE FOR WARD I REPRESENTATIVE**
 - a. Michael Brody, Ward I, Term of Office to Expire 12/31/2021
 - V. **ACTIONS BY THE BOROUGH COUNCIL PRESIDENT**
 - a. Council Committee Public Works/Police appointment
 - b. Council Committee Community Development/Planning appointment
 - VI. **DISCUSSION BY BOROUGH COUNCIL**
 - a. Discussion of whether Borough Council Committees and Work Sessions should be cancelled through June 1, 2020
 - b. Discussion of Borough Council direction to Borough Boards/Commissions regarding Meetings and Work Sessions scheduled through June 1, 2020
 - c. Discussion of whether Borough Council should consider withdrawing approvals/permits for future events on Borough streets and in Borough parks through June 1, 2020
 - VII. **PUBLIC COMMENT(S) ON ANY AGENDA ITEM**
 - VIII. **PUBLIC WORKS/POLICE COMMITTEE**
 - a. Buffalo Valley Regional Police Department (BVRPD) Monthly Report
 - b. William Cameron Engine Company (WCEC)
 - c. Discussion of possible project(s) for Lewisburg Borough's 2019 CDBG Funds – Possible projects include Hufnagle Park Restroom, Wolfe Field Playground, and improvements to handicap ramps/curb cuts
 - d. 2020 Lewisburg Borough Streets Project – discussion of repairs to privately owned sidewalks
- FYI:**
- i. Committee continues to work with CK-COG on Borough Sidewalk Ordinance enforcement. Violation letters to property owners on Water Street, St. Mary Street, and St. Louis Street expected to be mailed in April. CK-COG will investigate Brown Street, Second Street, and Fourth Street early this spring.

IX. ADMINISTRATIVE/FINANCE COMMITTEE

- a. **Motion to approve payment of bills from February 15, 2020 through March 13, 2020 in the amount of \$361,923.16.**
- b. **Motion to direct CK-COG and Borough staff to enforce the Neighborhood Blight and Revitalization Act per the Policy developed by Borough staff and the Borough Solicitor.**

FYI:

- i. **Committee is working on a policy to present to Borough Council for consideration regarding the public presentation of items to Borough Council and a policy for staff when meeting attendance is expected to exceed available space in Borough Council Chambers.**

X. COMMUNITY DEVELOPMENT/PLANNING COMMITTEE

HARB – (See HARB Minutes for *Details of Certificate of Appropriateness (COA) Approvals/Courtesy Reviews/Project Updates*)

Motion to approve HARB item(s) a through f as submitted and recommended by HARB per their minutes dated March 10, 2020.

- a. **Jody Keister – Art of Living Design / 425 Market Street / Sign (Wall).** An application was submitted to and reviewed by HARB for a sign. Motion was made by Ann Hilliard, seconded by Kim Walter-Makowski to recommend approval and issuance of Certificate of Appropriateness (COA) for a sign as submitted in the project description of the HARB application, contingent on zoning approval. Motion was unanimously approved.
- b. **Gary Peck - Aleebanese / 300 Market Street / Windows, Sign.** An application was submitted to and reviewed by HARB for windows and a sign. Motion was made by Elaine Wintjen, seconded by Kim Walter Makowski to recommend approval and issuance of Certificate of Appropriateness (COA) for windows and a sign as submitted in the project description of the HARB application contingent on zoning approval. Motion was approved. Ted Strosser abstained.
- c. **Reuben Kennel / 160 Brown Street / Windows, Roof, Soffit/Facia.** An application was submitted to and reviewed by HARB for windows, roof and soffit/facia. Motion was made by Ted Strosser, seconded by Kim Walter Makowski to recommend approval and issuance of Certificate of Appropriateness (COA) for windows, roof and soffit/facia as submitted in the project description of the HARB application recommendation roof replacement be EcoStar Synthetic Slate or Certain Teed Grand Manor shingle, windows - vinyl simulated divided lites (grilles on exterior) in 6 over 9 pattern size to match existing, wood repairs to repair in kind spot replacement with Cellular PVC is acceptable. Motion was unanimously approved.
- d. **Ted & Tracy Strosser / 25 North Front Street / Carriage House/Garage.** An application was submitted to and reviewed by HARB for a carriage house/garage. Motion was made by Kim Walter-Makowski, seconded by Elaine Wintjen to recommend approval and issuance of Certificate of Appropriateness (COA) for a carriage house/garage as submitted in the project description of the HARB application. Motion was approved. Ted Strosser abstained.
- e. **Thomas & Keri Albright / 100 South Front Street / Pool House, Addition, Deck.** An application was submitted to and reviewed by HARB for a pool house, addition and deck. Motion was made by Ann Hilliard, seconded by Elaine Wintjen to recommend approval and issuance of Certificate of Appropriateness (COA) for a pool house, addition and a deck as submitted in the project description of the HARB application recommendation to include aluminum fencing replacement of existing chain link fence. Motion was unanimously approved.
- f. **Sydney Steiler – DejaVu / 322 Market Street / Sign.** An application was submitted to and reviewed by HARB for a sign. Motion was made by Kim Walter-Makowski, seconded by Ann Hilliard to recommend approval and issuance of Certificate of Appropriateness (COA) for a sign as submitted in the project description of the HARB application contingent on zoning approval.

Additional Items:

- g. **Motion to accept the resignation of Erin Van Enkevort from the Lewisburg Shade Tree Commission with regret.**
- h. **Per recommendation of CK-COG, motion to direct Borough Solicitor to prepare a Vacant Property Registration Ordinance for consideration by Borough Council.**

FYI:

- i. Current vacancies on Buffalo Valley Recreation Authority, term expiration December 31, 2023, Planning Commission, term expiration December 31, 2022, Zoning Hearing Board Alternate, term expiration December 31, 2020, Shade Tree, term expiration December 31, 2023 and HARB term expiration December 31, 2020.**

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

XII. MAYOR

XIII. COUNCIL PRESIDENT

XIV. BOROUGH MANAGER

XV. SPECIAL PROJECT COORDINATOR/GRANT MANAGER

XVI. BOROUGH SOLICITOR

- a. Resolution 20-03**

XVII. BOROUGH SECRETARY

XVIII. JUNIOR COUNCILMEMBER

XIX. 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)**

XX. ANY ADDITIONAL BUSINESS FROM COUNCIL

XXI. WRITTEN REPORTS

- a. Motion to acknowledge receipt of the monthly Borough Bill Payments, Zoning Officer Report, Code Enforcement Officer Report, Building Permits report, Planning Commission January and February Minutes and LAJSA March Agenda and January Minutes.**

XXII. WORK SESSION – Work Session WILL/WILL NOT be held on Tuesday, April 14, 2020

XXIII. EXECUTIVE SESSION – Legal Matters

XXIV. ADJOURNMENT