

DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL
ADMINISTRATION AND PUBLIC SAFETY COMMITTEE MEETING
Friday, March 7, 2025 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	Paul Yost, BVRPD (as needed)
	Jamie Blount, WCEC (as needed)

I. NEW BUSINESS

- a. Recommendation to appoint Sue Mahon to the Lewisburg Borough Zoning Hearing Board as an Alternate with a term expiring 12/31/26.
- b. Discussion of expenses associated with accepting credit cards at the Lewisburg Borough Office (**attachment**).
- c. Review of Union County Hazard Mitigation Plan and consideration of adopting the Plan for Lewisburg Borough via Resolution (**attachment**).
- d. Recommendation to purchase a replacement snow plow for Lewisburg Borough Truck 1 from Maxwell Truck & Equipment of State College in the amount of \$6,764.01 (**attachment**).
- e. Recommendation to replace the Borough Office Security Camera System Server and install three new Wireless Link Devices for the Park Cameras or replace the Borough Office Security Camera System Server, install five new Wireless Link Devices for the Park Cameras, and install eight additional cameras in Hufnagle Park, Kidsburg, and the Nature Play Area (**attachment**).
- f. Review of a request from Jenny Keefer to use the Lewisburg Tri-globe Street Light image in her prints for sale at the Lewisburg Arts Festival (**print image forthcoming**).
- g. Review of a request from Rainshine Studios (Amy Machesic and Rick Wolfe) to use the Lewisburg Tri-globe Street Light image in their stained glass work for sale at the Lewisburg Arts Festival (**stained glass image forthcoming**).
- h. Discussion of changes to the Lewisburg Borough Codes regarding Animals (**attachment**).
- i. Review of the January 1, 2025 Valuation of the Borough of Lewisburg Non-Uniformed Employees' Retirement Plan prepared by the Borough's Actuary at Municipal Finance Partners, Inc. (**attachment**).
- j. Discussion of priority use of the Borough Office Ford Explorer.

II. UPCOMING BOROUGH COUNCIL WORK SESSION TOPICS

- a. March 2025 – No topic identified.

III. OLD BUSINESS

- a. Discussion of two possible lease options for a new street sweeper.
- b. Request from Tim Turner (owner of the property where the Townhomes are being built along St. Anthony Street) for the Borough to remain Hazel Tree Alley from Beck Street to St. Anthony Street.
- c. Discussion of Animal Control Officer Services.
- d. Empty Store Front Ordinance for Lewisburg Borough – in partnership with LDP.
- e. Official Rules of Borough Council for use of the Lewisburg Tri-globe Street Light Image.
- f. Supplemental Borough Employee 457 Retirement Plans.
- g. Continued discussion of Lewisburg Borough's Emergency Alert System/Siren protocols and policies.
- h. Modifications to the Lewisburg Loan Program.
- i. CK-COG Complaint-Based Model Discussion.
- j. 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.
- k. Continued discussion of the Lewisburg Borough Neighborhood Blight Ordinance.
- l. RFP required to select a new attorney for the Borough's Non-uniform Pension Plan.
- m. CK-COG's recommendations to update the Borough's Codes related to property maintenance and building code.
- n. Ordinance adopted by East Buffalo Township for the regulation of animals.
- o. Discussion of setting a daily rate to rent all metered parking spaces – 345 parking meters in Lewisburg Borough.
- p. Discussion of an Accident Repeater Program in Lewisburg Borough.

IV. VACANCY

- a. HARB with a term expiring 12/31/25
- b. Zoning Hearing Board Alternate with a term expiring 12/31/26

V. ADJORNMENT