

DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL
ADMINISTRATION AND PUBLIC SAFETY COMMITTEE MEETING
Friday, March 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. Discussion of rescheduling the April Administration-Public Safety Committee Meeting to Monday, April 13, 2026 at 8:30 am due to the Easter Holiday Weekend.
- b. Continued discussion of a video/audio broadcast system for Borough Council Chambers (**attachment**).
- c. Discussion of recent changes to Municipal Parking Lots 4 and 5.
- d. Discussion of appointing the Voting Delegate and Alternate for the PSAB Annual Conference in Hershey from May 31, 2026 – June 3, 2026 (**attachment**).
- e. Discussion of ordinance violation enforcement in the Borough and potential changes to help facilitate compliance (**attachment**).
- f. Discussion of potential request for changes to the Regional Police IGA that may be forthcoming from the BVRPC (**attachment**).
- g. Recommendation to approve a request from the Union County Veteran's Fourth of July Parade for Fire Police Assistance from neighboring communities (**attachment**).
- h. Recommendation to approve Resolution 26-02 for the Disposition of Lewisburg Borough records (**attachment**).
- i. Discussion of two de-escalation training options for staff and elected officials (**attachment**). Please note that an example presentation will be emailed separately.
- j. Discussion of strategic planning services for municipal government bodies (**attachment**). Please note that the two examples for other municipalities will be emailed separately.
- k. Discussion of the management evaluation process for 2026.

II. UPCOMING BOROUGH COUNCIL WORK SESSION TOPICS

- a. March 10, 2026 – Continued discussion of a Lewisburg Borough Strategic Planning Study and study action items for consultant RFP
- b. April 14, 2026 – Short presentation from Lewisburg Neighborhoods on

Short-term Rentals in Lewisburg Borough

- c. May 2026 - follow up presentation of the Comprehensive Safety Action Plan by Kittelson, with potential adoption in June
- d. September 2026 Work Session - Meeting with our municipal auditors from J.H. Williams & Co., LLC.

III. OLD BUSINESS

- a. Direction to staff regarding the proposed 2026 Lewisburg Borough Participatory Budgeting Project - \$10,000 General Fund.
- b. Discussion of reducing the LAJSA Board from nine members to seven members.
- c. Food Truck Ordinance for Lewisburg Borough – LDP and staff will bring this back to Committee when appropriate.
- d. Support for the Union County America's 250th anniversary in 2026 – Jordi Comas gathering more information.
- e. Discussion of creating Lewisburg Borough Council member Binders for important information.
- f. Discussion of establishing a Borough Council Policy/Procedure for donations to Lewisburg Borough.
- g. Potential for a discussion of payment options/alternatives for the purchase of new parking meters in Lewisburg Borough.
- h. Continued review of the proposed CK-COG Maintenance Code – Property, Fire Safety & Building.
- i. Continued discussion of changes to the Borough's Grass and Weed Ordinance to allow for meadows and natural yards.
- 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. HARB with a term expiring 12/31/28 for a licensed real estate broker; HARB with a term expiring 12/31/28 for a person having expertise, experience or a background in preservation, historical or planning areas.
- b. Two Zoning Hearing Board Alternates with terms expiring 12/31/26
- c. BVRPC Civil Service position – Lewisburg Borough representative
- d. Lewisburg Area Joint Sewer Authority with a term expiring 12/31/30

V. ADJORNMENT