

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, June 21, 2022**, in Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Sulai; Council Vice President Comas, Councilmembers Derman, Bilenky Trahan, Powers, Grobes, and Heayn (via telecommunication); Manager Lowthert, Secretary Anders, Mayor Alvarez, and Solicitor Lyons. Also present: Community Development/Grant Manager Beattie, Ellen Ruby, Taylor Lightman, Catherine Scheib, Tim Turner, Travis Grobes, Julie Spencer, Matt Farrand, Chris Watts, Jerry Stanley, and Emily Stanley.

CALL TO ORDER: Council President Sulai called the meeting to order at 6:34 PM.

APPROVAL OF MINUTES: Councilmember Powers made a motion, seconded by Councilmember Derman to approve the May 17, 2022, Regular meeting minutes. Motion was unanimously approved.

WARD IV: Councilmember Comas made a motion, seconded by Councilmember Bilenky Trahan to adopt Resolution 22-06, a resolution appointing Jamie Grobes to fill the vacancy which currently exists in the Ward IV Councilmember office because of the resignation of Elijah Farrell. Motion was unanimously approved.

Mayor Alvarez administered the Oath of Office to Jamie Grobes representing Ward IV. Councilmember Grobes will be serving a term expiring December 31, 2023.

PUBLIC COMMENT(S) ON ANY AGENDA ITEM: Lewisburg Neighborhoods Executive Director Lightman addressed the request from Lewisburg Neighborhoods to close St. Anthony Street from North Water Street to the bridge for the 2022 Fall River Road Holiday event. Executive Director Lightman stated they had a very successful River Road Holiday with about three hundred people attending in May and the Board decided to have a Fall event with the permission of Borough Council and PennDOT.

PLANNING AND PUBLIC WORKS COMMITTEE: Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to approve HARB items a through d as submitted and recommended by HARB per their minutes dated June 14, 2022. Motion was unanimously approved.

- a. **Alexandra Morgan / 229 North 4th St. / Roof** (HARB approved and recommends Council approval)
- b. **“Cinn-Ful Treats” / 302 Market St. / Sign** (HARB approved and recommends Council approval)
- c. **Denise Turpack / 226-228 Market St. / Roof** (HARB approved and recommends Council approval)
- d. **Highland & York / 237-239 North Water / Demolition** (HARB approved and recommends Council approval)

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Derman to approve the final design plans and gave permission to release for bid the CDBG funded Lewisburg Borough Emergency Siren and Notification project contingent upon review by SEDA-COG. There was some discussion. Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Derman to approve a proposal from HRG in an amount not to exceed \$9,200.00 for the development of conceptual design plans for a Susquehanna River Access Area at Lewisburg Landing. There was some discussion and clarification. Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Powers to approve a request from Lewisburg Neighborhoods to close St. Anthony Street from North Water Street to the bridge for the 2022 Fall River Road Holiday event and gave permission to submit the necessary letter to PennDOT. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES
May 17, 2022

WARD IV
Resolution 22-06
Appoint Grobes

Grobes Oath of Office

PUBLIC COMMENT ON AGENDA ITEM

PLANNING AND PUBLIC WORKS
HARB

Emergency Siren & Notification Approval and Release for Bid

River Access Area Proposal Approved – HRG

Fall 2022 River Road Holiday Event Approval

June 21, 2022

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Derman to approve Subdivision and Land Development Ordinance waivers for the Derrstown Village Project Phase II requested by Walnut Buildings, LLC as follows:

1. 315-41.F Monuments for new subdivision or land development projects will be set prior to final plan approval.
2. 315.46.M(4)(a) Alley may not be used as the only means of access to a lot.
3. 315.48.F(1) A tree with a minimum caliper of two inches will be planted every 30 feet of street on both sides of the street in an alternating manner.
4. 315.50.B(4) In general, all private driveways will be confined to the lot served; however, private driveways across the lands of another may be permitted by Borough Council in the following circumstances:
 - a. Not more than two lots are involved.
 - b. A complete right-of-way or easement agreement is prepared in a form acceptable to the Borough Council.
 - c. The total number of lots involved include all existing and/or proposed lots utilizing the private driveway access.

Motion was unanimously approved.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Comas to approve Subdivision and Land Development Ordinance waiver for the Derrstown Village Project Phase II requested by Walnut Buildings, LLC as follows:

1. 315.48.D(2) Street lighting will be provided at the following:
 - a. The intersection of streets.
 - b. A maximum of 150-foot intervals along streets offering on street parking.
 - c. Defined pedestrian crossings.
 - d. Other locations along the street as deemed necessary by Borough Council.

There was lots of discussion. Council President Sulai asked for a roll call vote:

AYE – Comas, Derman, and Powers.

NAY – Bilenky Trahan, Grobes, Heayn, and Sulai.

Motion failed.

Councilmember Bilenky Trahan made a motion, seconded by Councilmember Comas to approve the final land development plans for the Derrstown Village Project Phase II contingent upon the following conditions:

1. Section § 315-42: Easements – Stormwater facility easements. Approval of agreements between the developer and Lewisburg Borough granting the borough uninterrupted right of access to all stormwater facilities shown on the plan for the purposes of inspection and emergency maintenance of the stormwater facilities. Facility ownership will remain with the property owner(s).
2. Section § 315-45: Rights-of-way – Hazel Tree Alley right-of-way. Dedication agreements between the developer and Lewisburg Borough granting the Borough free and clear title and ownership to proposed expanded right-of-way for the purposes of maintenance of the widened Hazel Tree Alley.
3. Section § 315-50: Lot access and driveways - driveway maintenance and use agreement utilizing Homeowner’s Association governing documents must be entered into by the respective property owners and recorded with the Final subdivision/land development plan. Agreements must be provided to the Borough when available.
4. Section § 315-78: Fees. All fees are paid by the Developer.
5. Section § 315-66 - 68: Improvement Guarantees. All improvement guarantees will be provided by the Developer in accordance with Borough Ordinances.

Derrstown Village Phase II Land Development Waivers

ADMINISTRATIVE AND PUBLIC SAFETY

BVRPD

WCEC

Approval of Bills

Vacancies

PUBLIC COMMENT ON NON-AGENDA ITEMS

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

WRITTEN REPORTS

WORK SESSION

MEDIA QUESTIONS

EXECUTIVE SESSION

ADJOURNMENT

June 21, 2022

6. Applicant to reimburse the Borough for a mirror and post to be located at the curve of Beck Street and Hazel Tree Alley upon final recording of this Final Land Development Plan.
7. All final subdivision/land development plans, agreements, and documents will be presented to Lewisburg Borough for signature in compliance within the timelines identified in Lewisburg Borough Ordinances.
8. Any conditions placed upon the final land development plans as part of the approval process by Borough Council at this meeting will be addressed upon submittal of the final land development plans to Lewisburg Borough for signature.

Motion was unanimously approved.

ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE: Buffalo Valley Regional Police (BVRPD) Chief Yost submitted a monthly report.

William Cameron Engine Company (WCEC) Chief Blount submitted a monthly report.

Councilmember Derman made a motion, seconded by Councilmember Powers to approve payment of bills from May 14, 2022, through June 17, 2022, in the amount of \$540,941.74. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Comas to approve an Easement Agreement with William Cameron Engine Company (WCEC) for the installation of the Lewisburg Borough Emergency Siren and Notification System on their property contingent upon approval of the final language from the Borough Solicitor. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Bilenky Trahan to purchase an 82 Volt 60" commercial ride-on zero turn mower for \$17,100.00 to be paid from the Equipment Depreciation Fund. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Comas for Lewisburg Borough Council to request that Union County, on behalf of Lewisburg Borough, submit an application in the amount of \$2,685,000.00 to the Pennsylvania Department of Community and Economic Development for FFY 2022 Community Development Block Grant Coronavirus Competitive funding for the follow activities:

1. Hufnagle Park Outdoor Social Gathering Event Venue Project - \$2,500,00.00
2. Lewisburg Borough Administration - \$50,000.00
3. SEDA-COG Administration - \$135,000.00

Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Powers to approve the purchase of new digital radios in Borough vehicles from Keystone Communications in the amount of \$14,608.60 via a COSTARS contract to be paid from the General Fund. Motion was unanimously approved.

There was a discussion regarding the WARD IV vacancy. If the position is not filled by Borough Council, it will go to the Vacancy Board within fifteen days. If the Vacancy Board fails to make an appointment to WARD IV, it will proceed to the Court of Common Pleas for appointment.

Councilmember Comas made a motion, seconded by Councilmember Derman to appoint Janice Butler to the BVRPC vacant position. Motion was unanimously approved.

Continued
Derrstown Village
Phase II Land
Development
Waivers

**ADMINISTRATIVE
AND PUBLIC
SAFETY**
BVRPD

WCEC

Approval of Bills

WCEC Easement
Agreement

Zero Turn Mower
Purchase

2022 CDBG-CV
Application –
Hufnagle Park
Outdoor Social
Gathering Event
Venue Project

Digital Radios
Purchase

WARD IV Vacancy

BVRPC
Appointment -
Butler

June 21, 2022

The Committee directed Borough Manager to purchase a battery-operated leaf blower and weed wacker combination package for \$700.00. Borough Manager reported there has been a price change to \$1,050.00 and is undecided to purchase.

The Staff is researching software for historic preservation of the Borough's records per the Pennsylvania Historical and museum Commission.

Current vacancies on Planning Commission term expiration December 31, 2022, and December 31, 2023, Zoning Hearing Board Alternate term expiration December 31, 2023, HARB term expiration December 31, 2022, December 31, 2023, and December 31, 2024, and Buffalo Valley Regional Police Commission term expiring December 31, 2024.

PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS: Lewisburg Neighborhoods Executive Director Lightman stated there was a Housing Task Force work session presenting their results. Steve Beattie sent out the presentation and Taylor Lightman is happy to meet and review with anyone that has questions.

BOROUGH MANAGER: Councilmember Powers made a motion, seconded by Councilmember Derman to approve Payment Application No. 1 – Final from Dave Gutelius Excavating, Inc. in the amount of \$119,734.45 for 2022 Streets and Alley Improvements. Pay Application No. 1 includes the Final Quantities Chang Order 1. Costs to be paid from the Borough's Liquid Fuels Fund and General Fund. Motion was unanimously approved.

Councilmember Derman made a motion seconded by Councilmember Powers to approve Payment Application No. 1 from Masters Excavating, Inc. in the amount of \$17,854.95 for Brown Alley Drainage Remediation Project. Pay Application No. 1 includes Change Order 1 that corrected a small error in the bid document and Change Order 2 for the installation of a Storm Water Management inlet. Cost to be paid from the Borough's ARPA Fund. Motion was unanimously approved.

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES: Mayor Alvarez read a National Gun Violence Awareness Day Proclamation and Agnes Day Proclamation.

Council President Sulai stated June marks a lot of exciting days such as Juneteenth and Pride Day to celebrate, reflect and sometimes mourn. Council President Sulai encourages wearing of masks and vaccinations.

Community Development Grant Manager Beattie stated the Brown Alley Project will be finished this week and reminded Council that the CDBG-CV public meeting will be June 29, 2022, at 2 pm. The Flood Mitigation Study consultant interviews will be held June 28, 2022, with hopes to present to Committee and Council in July. Saint Anthony Street has a drainage project starting the beginning of July with some short-term closures and one lane construction zone requirements. The Hufnagle Park ribbon cutting ceremony will take place Friday, June 24, 2022.

Councilmember Heayn has accepted a position as with Pennsylvania Voice and encourages everyone to register to vote.

Lewisburg Downtown Partners Executive Director Ruby had WNEP interview Terry Burke about the 4th of July Parade and fireworks.

WRITTEN REPORTS: Councilmember Derman made a motion, seconded by Councilmember Powers to acknowledge receipt of the monthly May Planning Commission Minutes, May Shade Tree Commission Minutes, CK Cog Building Permit Report, Zoning Officer Report and Code Enforcement Officer Report. Motion was unanimously approved.

Battery Leaf Blower and Weed Wacker Purchase

Electron Retention

Vacancies

PUBLIC COMMENT ON NON-AGENDA ITEMS

Lightman – Housing Task Force

BOROUGH MANAGER

2022 Streets Payment App Approval - Gutelius

Brown Alley Payment App – Masters Excavating

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES
Alvarez

Sulai

Beattie

Heayn

Ruby

WRITTEN REPORTS

June 21, 2022

WORK SESSION: There will be a Work Session to be held Tuesday, July 12, 2022, with the topic of the Fire Ordinance.

QUESTIONS FROM THE MEDIA: Matt Farrand from the Standard Journal asked for clarification on the waiver not approved from the Final Land Development plans for Phase II of Derrstown Village and the options for the Developer. Borough Manager Lowthert stated the Developer will have to comply with that section of the Ordinance and work with the SALDO Administrator and Community Development Grant Manager to bring the project into compliance with that section of the Ordinance.

Standard Journal Farrand also inquired about the Siren Project. Borough Manager Lowthert explained the need for an environmental review when using Community Development Block Grant Funds. The environmental review was completed, and the project can move forward.

Council President Sulai called for an executive session to discuss personnel matters at 8:03 PM.

Council returned at 8:14 PM.

Councilmember Derman made a motion, seconded by Councilmember Powers to offer Regular Full-time Borough employees \$100.00 per week per employee of Special Pay effective July 1, 2022, until such time Borough Council decides to discontinue. Motion was unanimously approved.

There being no further business, Councilmember Powers made a motion, seconded by Councilmember Bilenky Trahan to adjourn the meeting. The meeting was adjourned at 8:16 PM.

Respectfully submitted,

Jacqueline A. Anders
Borough Secretary

WORK SESSION

**MEDIA
QUESTIONS**
Farrand

**EXECUTIVE
SESSION**

Special Pay
Approval

ADJOURNMENT