

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, July 21, 2020** as a Virtual Zoom Meeting. Present: Councilmembers Comas, Derman, Farrell, Heayn, Brody, Yohn, and Sulai; Mayor Wagner, Solicitor Lyons, Manager Lowthert, Secretary Anders, BVRPD Chief Yost, Jr. Councilmember Kaszuba and Special Projects Coordinator/Grant Manager Wheeler. Also present: Kevin Gardner, Mitzi Gallagher-Long, Oceanna Brubaker, Ellen Ruby, Rudy Mummey, Noelle McKee, Jon Gustafson, Kathy Wendt, Kathryn Morris, Coleby Kauffman, Gregory Coleman, Marlene Lira, Theresa Yerger, Brad Aurand, George Botelho, Stephen Barilar, Stephen Kalberer, and Matt Farrand.

CALL TO ORDER: Council Vice President Comas called the meeting to order at 6:38 PM.

APPROVAL OF MINUTES: Motion was made by Councilmember Heayn, seconded by Councilmember Sulai, to approve the minutes of the Zoom June 9, 2020 work session meeting. Motion was unanimously approved.

Motion was made by Councilmember Derman, seconded by Councilmember Heayn, to approve the minutes of the Zoom June 16, 2020 regular monthly meeting. Motion was unanimously approved.

Council Vice President Comas made a public notification that Luis Medina is no longer a resident of Lewisburg Borough and has vacated his Ward IV Borough Council Seat.

NOMINATIONS AND ELECTIONS FOR COUNCIL PRESIDENT: Councilmember Yohn nominated Debra Sulai for the position of President of Council and Councilmember Derman nominated Jordi Comas for the position of President of Council. Council Vice President Comas asked Council for a visual vote in favor of Debra Sulai as Council President, Council voted unanimously to elect Debra Sulai as Council President.

DISCUSSION OF THE APPOINTMENT OF A RESIDENT TO FILL THE VACANT WARD IV BOROUGH COUNCIL POSITION: Borough Manager Lowthert reviewed the process to fill the Ward IV vacancy. There have been three residents that have been interested in serving as Councilmember for Ward IV. There will be a Special Meeting August 4, 2020 at 6:30 pm to interview the eligible candidates and fill the Ward IV vacancy.

There was some discussion regarding the projects submitted for the 2020 Entitlement Community Development Block Grant application. Councilmember Derman made a motion, seconded by Councilmember Comas, to select the Emergency Notification System project for the 2020 Community Development Block Grant Program in the amount of \$92,428.00 for the project and \$18,600.00 for administration. Motion was unanimously approved.

PUBLIC WORKS/POLICE COMMITTEE: Council received the Buffalo Valley Regional Police Department's (BVRPD) monthly report.

Council had discussion regarding the Lewisburg Borough Social Gathering Ordinance to change the definition of Regulated Social Gathering to a gathering of persons for the purpose of social interaction where alcoholic beverages are served or consumed and which is attended at any one time by more than 25 persons, regardless of age. Councilmember Derman made a motion, seconded by Councilmember Brody, to direct Borough Solicitor Lyons to revise the Lewisburg Borough Social Gathering Ordinance to be adopted at the August 4, 2020 special meeting. Motion was approved with one dissenting vote, Councilmember Comas voted no.

Councilmember Brody made a motion, seconded by Councilmember Derman, to issue an Emergency Declaration directing BVRPD to not issue social gathering permits during the COVID-19 disaster emergency. Motion was unanimously approved.

Borough staff approved Chang Order 1 for the Walker-Loomis Street project in the amount of \$2,918.85 associated with additional curbing replacement at the Loomis Street Bridge.

Borough staff approved Change Order 2 for the Walker-Loomis Street project in the amount of \$2,314.50 associated with street base repairs.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES
6-9-2020

6-16-2020

WARD IV Vacancy

Council President Nomination & Election

WARD IV Vacancy

2020 CDBG Project Selection

PUBLIC WORK/POLICE COMMITTEE
BVRPD

Social Gathering Ordinance

Emergency Declaration – No Social Gathering Permits

Walker-Loomis Change Order #1

Walker-Loomis Change Order #2

July 21, 2020

Borough staff approved Change Order 3 for the Walker-Loomis Street project in the amount of \$1,904.20 to replace a portion of the handicap ramp damaged after installation.

Public Works-Police Committee/Borough staff approved the installation of an additional 50 linear feet of new curbing on St. Louis Street as part of the 2020 Lewisburg Borough Streets project in the amount of \$4,157.50.

Public Works-Police directed staff to select the additional sidewalks to be included under the Sidewalk Replacement add Alternat associated with the Lewisburg Borough 2020 Streets project.

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Derman made a motion, seconded by Councilmember Heayn, to approve payment of bills from June 13, 2020 through July 7, 2020 in the amount of \$402,087.49. Motion was unanimously approved.

Councilmember Derman made a motion to direct staff to offer to rollover event/banner fees from 2020 to 2021 for any organizations who paid such fees to the Lewisburg Borough and the event/banner was cancelled due to the COVID-19 pandemic. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Heayn, to direct staff to offer the rollover of 2020 parking permit fees paid from March 15, 2020 to July 31, 2020 that were affected by the COVID-19 pandemic to be applied to later months in 2020 or towards 2021 parking permit fees. Motion was unanimously approved.

Administrative/Finance Committee directed staff to prepare the draft 2021 Borough Budget Preparation Schedule with in-person Budget Work Sessions beginning in early August.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Heayn made a motion, seconded by Councilmember Farrell, to approve HARB item a and the project update as submitted and recommended by HARB per their minutes dated July 14, 2020. Motion was unanimously approved.

- a. **Three Zero Six / 306 South Third Street / Windows (Replaced)**. (HARB recommended approval of COA)
Project Update: Craig Bennett / 39 North Seventh Street / Windows (Replaced). (HARB recommended approval of COA)

Councilmember Yohn made a motion, seconded by Councilmember Farrell, to assign Michael Brody as the Borough Council Representative to Buffalo Valley Recreation Authority. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Heayn, to appoint Dana Bosak as a Lewisburg Borough Representative the Buffalo Valley Recreation Authority Board. Motion was unanimously approved.

Councilmember Yohn made a motion, seconded by Councilmember Brody, to adopt Resolution No. 20-08 approving the Union County 2020 Hazard Mitigation Plan Update. Motion was unanimously approved.

Councilmember Derman made a motion, second by Councilmember Farrell, to modify the Lewisburg Loan Program to provide the Lewisburg Downtown Partnership Businesses the amount of \$10,000.00 to provide forgivable loans to Lewisburg businesses. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Yohn, to direct staff to prepare a letter to Penn DOT giving permission to the Mifflinburg Hose Company to allow their 9/11 Memorial Walk through Lewisburg Borough. Motion passed unanimously.

The current vacancies on Planning Commission, term expiration December 31, 2022, Zoning Hearing Board Alternate, Term expiration December 31, 2020, Shade Tree, term expiration December 31, 2023 and two on HARB term expiration December 31, 2020 and December 31, 2022.

Walker-Loomis
Change Order #3

2020 Streets –
Additional curbing

2020 Sidewalks

**ADMINISTRATIVE/
FINANCE
COMMITTEE**
PAYMENT OF BILLS

Event/Banner
Fees

Parking Permit
Fees

Budget Work
Sessions

**COMMUNITY
DEVELOPMENT/
PLANNING
COMMITTEE**
HARB

BVRA Council
Representative

BVRA
Appointment –
Bosak

Union County 2020
Hazard Mitigation
Plan Update

Lewisburg Loan
for LDP

9/11 Memorial
Walk

Vacancy Updates

July 21, 2020

PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS: Stephen Kalberer shared a noise concern regarding Quarry trucks traveling on Third Street and inquired if there are any options for some relief.

Jon Gustafson presented a petition to have the work on Saint Paul Street stopped and have the plans reviewed by an outside engineering firm. There was **much** discussion.

MAYOR: Mayor Wagner congratulated Debra Sulai, thanked Council for the Social Gathering Ordinance, and for the attention to North Third Street.

COUNCIL PRESIDENT: Council President Sulai shared the eviction moratorium has been extended to August 31, 2020 and there is a Harvard COVID tracking app that is available for smart phones and tables.

SPECIAL PROJECT COORDINATOR/GRANT MANAGER: Special Project Coordinator/Grant Manager Wheeler updated Council on the Shared Use Path/Nature Play/Floodplain Restoration project. Wheeler also shared Sam Pearson and the Rivertown Team is looking at open air meeting spaces in the Borough.

BOROUGH SOLICITOR: Councilmember Derman made a motion, seconded by Councilmember Heayn, to enact the Neighborhood Blight Reclamation and Revitalization Ordinance 1059 authorizing the denial of permits and municipal approvals in accordance with Act No. 90-2010 for failure to pay taxes and refuse accounts and for serious code violations. Motion passed unanimously.

JUNIOR COUNCILMEMBER: Junior Councilmember Kaszuba inquired about the option of having Public Wi-Fi in the parks. There was some discussion. There will be some follow up on possible alternative funding sources.

OTHER COMMITTEES: Executive Director of the Lewisburg Downtown Partnership Ellen Ruby shared an upcoming race that can be found on www.lewisburgpa.com/race.

Councilmember Derman gave an update on Lewisburg Neighborhood.

Councilmember Yohn shared with Council that Shade Tree Commission hired an arborist and they are working on Ordinance changes.

Borough Manager Lowthert shared that CK COG is performing rental inspections.

WRITTEN REPORTS: Councilmember Derman made a motion, seconded by Councilmember Comas to acknowledge receipt of the monthly Parking Report, Shade Tree Commission minutes for February, May, and June, LAJSA 2019 Financial Statement, June Minutes, and July Agenda, and CK-COG Building, Code, and Zoning. Motion was unanimously approved.

WORK SESSION: There will be a work session August 11, 2020.

Council President Sulai called for executive session at 9:48 PM for legal matters.

Council returned at 9:59 PM.

There being no further business, Councilmember Derman made a motion, seconded by Councilmember Comas, to adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 10:00 PM.

Respectfully submitted,

Jacqueline A. Anders
Borough Secretary

S Kalberer

J Gustafson

MAYOR

COUNCIL PRESIDENT

SPECIAL PROJECT COORDINATOR/GRANT MANAGER

BOROUGH SOLICITOR
Ordinance 1059

JUNIOR COUNCILMEMBER

OTHER COMMITTEES
LDP

LN

STC

CK-COG

WRITTEN REPORTS

WORK SESSION

EXECUTIVE SESSION

ADJOURNMENT