

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, August 19, 2025** in Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council President Heayn; Councilmembers Armbruster (via telecommunications), Comas, Pearson, Powers, Stamm, Grobes, Manager Lowthert, Secretary Wendt, Mayor Alvarez, and Solicitor Lyons. Also present: Lynne Ragusea, Angie Hunselman, Martha Barrick, Nada Grey, Kevin Mertz, Gibson O’Mealy, Janice Butler, Debra Sulai, and Sergeant Baumwoll.

CALL TO ORDER: Council President Heayn called the meeting to order at 6:30 PM.

APPROVAL OF MINUTES: Councilmember Powers made a motion, seconded by Councilmember Stamm to approve the July 15, 2025, Regular meeting minutes. Motion was unanimously approved.

PUBLIC COMMENT(S) ON ANY AGENDA ITEM:
Debra Sulai, Lewisburg Neighborhoods, said the Fall River Road application is the same as last year and to let her know if there are any questions.
Janice Butler stated her concerns with the changes to the Borough Council’s By-Laws.

PLANNING AND PUBLIC WORKS COMMITTEE: Councilmember Powers made a motion, seconded by Councilmember Armbruster to approve HARB item a. as submitted and recommended by HARB per their minutes dated August 12, 2025. Motion was unanimously approved.

- a. **“Stillwater Sanctuary, LLC” / 100 Market Street / Fence and Shed** (HARB approved and recommends Council approval of Fence and Shed)

Councilmember Powers made a motion, seconded by Councilmember Comas to approve an Event Permit for Bucknell University’s Street Festival to be held on Friday, August 22, 2025 from 9:30 pm – 11:30 pm. Please note that amplified music will be played during the Event which will violate Section 360-31E of the Borough’s Zoning Ordinance and conflicts with the conditions of the Event Permit Application. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Grobes to eliminate North Fourth Street from Five Points to Market Street from 2025 Lewisburg Borough Tar/Chip/Fog Sealing Project and add Meadow Lane from Terrace Drive to Fairground Road into the project instead. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Grobes to approve the proposal from PennCore Consulting in the amount of \$5,800.00 to add additional conceptual design service to the South Eighth Street/White Pine Alley RAB project which would include a traditional sloped ramp option in addition to the previously discussed at grade sidewalk option. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Stamm to clarify our 2025 CDBG Project Selection to indicate that CDBG funds will not be used in the FEMA identified floodway for either the Public Sidewalk Project or the LMI Owner-Occupied Sidewalk Assistance Project. There was some discussion. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Comas to approve a proposal from PennCore Consulting in the amount of \$10,000.00 for Task 1: Field Survey & Base Mapping and Task 2: Conceptual Design/Plans and Meetings associated with a potential CDBG-DR application to DCED in late 2025/early 2026 for the next phase of the Bull Run Greenway Plan – Floodplain restoration along South Sixth Street between Market Street and St. Louis Street. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES
July 15, 2025

PUBLIC COMMENT ON AGENDA ITEM
D. Sulai

J. Butler

PLANNING AND PUBLIC WORKS
HARB

“Stillwater Sanctuary, LLC”

Bucknell University’s Street Festival Approval

Amended 2025 Lewisburg Borough Tar/Chip/Fog Sealing Project

Approve proposal from PennCore Consulting for South Eighth St. /White Pine Alley project

2025 CDBG Project Selection Update

Approve proposal from PennCore Consulting for next phase of Bull Run Greenway Plan

August 19, 2025

Councilmember Powers made a motion, seconded by Councilmember Comas to approve a request from Lewisburg Neighborhoods to close a portion of St. Anthony Street for the Fall River Road Holiday 2025 on October 5, 2025 (rain date October 19, 2025) and permission to submit the required letter to PennDOT. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Stamm to approve a proposal from Larson Design Group in the amount of \$54,100.00 for design/planning tasks associated with the North Fourth Street Green Infrastructure Neighborhood Revitalization project for the Green Streets, Green Jobs, Green Towns Grant Project. Motion was unanimously approved.

Councilmember Powers made a motion, seconded by Councilmember Grobes to accept the resignation of Michael Derman, with regret, from the Lewisburg Zoning Hearing Board effective August 31, 2025. Councilmember Heayn voted No. Motion passed with a 6-1 vote.

Councilmember Powers made a motion, seconded by Councilmember Comas to appoint Sue Mahon as a Lewisburg Zoning Hearing Board Member effective September 1, 2025 with a term expiring December 31, 2027. (She currently serves as a ZHB Alternate). Motion was unanimously approved.

Motion to direct Borough Solicitor to prepare and advertise an amendment to the Borough’s Parking Ordinance was withdrawn.

Councilmember Powers made a motion, seconded by Councilmember Pearson for approval to send a letter to East Buffalo Township requesting approval for Lewisburg Borough to paint bike sharrows on Saint Mary Street from Route 15 to Fairground Road. Motion was unanimously approved.

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

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

Councilmember Grobes made a motion, seconded by Councilmember Comas to approve payment of bills from July 13, 2025, through August 16, 2025, in the amount of \$679,296.13. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Comas to approve Resolution 25-11 ratifying, adopting, and approving the Regional Solid Waste Management Plan as recommended by Union County. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Powers to appoint William Lowthert as Voting Delegate and Kendy Alvarez as Alternate Voting Delegate for the Resolutions Committee Meeting and Annual Business Meetings at the Pennsylvania Municipal League Summit in Erie, October 1-4, 2025. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Comas to adopt Resolution 25-12 authorizing participation in the Pennsylvania State Association of Boroughs (PSAB) Junior Councilperson Program and creating two positions of Junior Council Persons. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Powers directing the Borough Solicitor to prepare and advertise an amendment to the Sidewalk Ordinance eliminating the use of cinders in the construction of sidewalks and the furnishing of certificates of satisfactory completion. Motion was unanimously approved.

Approval for Street closure for Fall River Road Holiday

Approve proposal from Larson Design Group for North Fourth Street Revitalization project

Mike Derman's resignation from Zoning Hearing Board

Appointment of Sue Mahon to the Zoning Hearing Board

Motion withdrawn

Approval letter to EBT to paint bike sharrows

ADMINISTRATIVE AND PUBLIC SAFETY

BVRPD

WCEC

Approval of Bills

Resolution 25-11

Appointing Voting Delegates for PML Summit

Resolution 25-12

Prepare and Advertise Amendment to Sidewalk Ordinance

August 19, 2025

Current vacancies on Zoning Hearing Board Alternate, term expiration December 31, 2026, Zoning Hearing Board Alternate, term expiration December 31, 2026, HARB, term expiration December 31, 2025.

PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS:

Debra Sulai, Lewisburg Neighborhoods, announced that Lawn Games will be played at the Lewisburg Landing on Friday, August 22, 2025. Everyone is invited.

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES:

Mayor Alvarez announced a “Back to School Week 2025” Proclamation; reported that Laura Good from Hanna 92.3 will be in Hufnagle Park on Thursday at 8:00 am giving away tickets to the Brett Micheals Concert at Spyglass Winery; Bucknell University’s first year students will be moving in tomorrow; September 20th there will be an International Festival in Hufnagle Park; and she will be doing a Civic Leadership Series with Bucknell students.

Council President Heayn made a motion, seconded by Councilmember Powers to adopt the revised Rules of Order for Borough Council. There was a lengthy discussion. Councilmember’s Grobes and Comas voted No. Motion passed with a 5-2 vote.

Councilmember Comas made a motion, seconded by Councilmember Powers to adopt the revised By-Laws of Borough Council with an amendment to add a sentence in Section 5a.ii. as follows: “The slate of committee members shall be presented to the Borough Council at the next meeting for approval”. Councilmember Heayn made a motion, seconded by Councilmember Powers to add a sentence in Section 5e.ii. as follows: “Committee Chairs are appointed by members of the committee not by the Council President. There was some discussion. Councilmember Grobes voted No. Motions passed with a 6-1 vote.

Council President Heayn made a motion, seconded by Councilmember Grobes to adopt the Management Performance Evaluations as the policy for the Management and Staff evaluations on a trial basis in calendar year 2025 so as to move forward with potential revisions for the same process in 2026. Motion was unanimously approved.

WRITTEN REPORTS: Councilmember Heayn made a motion, seconded by Councilmember Powers to acknowledge receipt of the monthly Parking Report, Zoning Officer Report, Code Enforcement Officer Report, CK COG August Activity Reports, and CK COG August Building Permit. Motion was unanimously approved.

WORK SESSION: There will be a Work Session to be held Tuesday, September 9, 2025.

Council President Heayn called for an executive session to discuss Union Contract Negotiations at 8:22 PM. Council returned at 9:25 PM.

There being no further business, Councilmember Comas made a motion, seconded by Councilmember Grobes to adjourn the meeting. The meeting was adjourned at 9:26 PM.

Respectfully submitted,

Kathy D. Wendt
Borough Secretary

Vacancies

PUBLIC COMMENT ON NON-AGENDA ITEMS

D. Sulai

REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

Mayor Alvarez

Adopt Revised Rules of Order

Adopt Revised By-Laws

Adopt Management Performance Evaluations

WRITTEN REPORTS

WORK SESSION

EXECUTIVE SESSION

ADJOURNMENT