

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, September 15, 2020** as a Virtual Zoom Meeting. Present: Council President Sulai; Councilmembers Botelho, Comas, Derman, Farrell, Heayn, and Brody; Manager Lowthert, Secretary Anders, Solicitor Lyons, Mayor Wagner, BVRPD Chief Yost, Special Projects Coordinator/Grant Manager Wheeler. Also present: Mason Wu, Ellen Ruby, Eric Scicchitano, Kathy Wendt, Marie Pizzorno, Mike Molesevich, Tessa Yerger and a call in phone number.

CALL TO ORDER: Council Vice President Comas called the meeting to order at 6:36 PM.

APPROVAL OF MINUTES: Councilmember Derman made a motion, seconded by Councilmember Heayn, to approve the August 11, 2020 Zoom Work Session meeting minutes. Motion was unanimously approved.

Councilmember Farrell made a motion, seconded by Councilmember Heayn, to approve the August 18, 2020 Zoom Regular meeting minutes. Motion was unanimously approved.

PUBLIC HEARING: Mason Wu requested Council for a refuse reduction for several properties on his father's estate. Mr. Wu expressed that due to his father's failing health and other dependent issues, no one was aware of the severity of the delinquent refuse bills and process that should have been followed. Councilmember Heayn made a motion, seconded by Councilmember Brody, to Table a decision to the next Council meeting. Motion was unanimously approved.

COUNCIL PRESENTATION: Council had a brief discussion regarding the progress of the Greenspace Property LAHS Townhome Development. There has been progress made and Solicitor Lyons is optimistic.

PUBLIC WORKS/POLICE COMMITTEE: Buffalo Valley Regional Police Chief Yost submitted a monthly report and stated there has not been any major impact or issues. On question from Council President Sulai, Chief Yost reported the Bucknell students have been abiding by the COVID-19 restrictions and there has been only one incident of Bucknell students being noncompliant of gathering restrictions.

Council Vice President Comas shared information on a zoom public forum with Buffalo Valley Regional Police Commission October 7, 2020 at 6:00 PM. The forum will cover some important questions about police conduct nationally and in our own community. Registration is required.

William Cameron Engine Company Chief Blount submitted a report but was unavailable due to training.

The Public Works/Police Committee is reviewing streets for a possible 2021 Borough Streets Project if Council allocates funding during the 2021 Budget process.

ADMINISTRATIVE/FINANCE COMMITTEE: Councilmember Derman made a motion, seconded by Councilmember Heayn to approve payment of bills from August 14, 2020 through September 11, 2020 in the amount of \$304,869.70. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Heayn to adopt the Families First Coronavirus Response Act (FFCRA) Policy for Lewisburg Borough without exempting the Public Works staff. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Heayn to set the 2021 Lewisburg Borough Pension Minimum Municipal Obligation at \$195,897.00 as recommended by the Borough's Actuary. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Sulai to approve J.H. Williams & Co., LLP to prepare the Lewisburg Borough quarterly payroll tax returns, end of year W-2s, and 1099 Forms for 2021 at a cost of \$2,205.00. Motion was unanimously approved.

ATTENDANCE

CALL TO ORDER

APPROVAL OF MINUTES
August 11, 2020

August 18, 2020

PUBLIC HEARING
Mason Wu

LAHS Townhome

PUBLIC WORKS/POLICE COMMITTEE
BVRPD

Public Forum
BVRPC

WCEC

ADMINISTRATIVE/FINANCE
Approval of Bills

FFCRA Policy

MMO

J.H. Williams to
prepare quarterly
taxes

September 15, 2020

Councilmember Derman made a motion, seconded by Councilmember Heayn to approve J.H. Williams & Co., LLP to prepare the 2020 Lewisburg Borough Municipal Audit at a cost of \$10,400.00. Motion was unanimously approved.

Administrative Finance Committee authorized Borough Manager to purchase a three-drawer file safe for the Borough Office in the approximate amount of \$4,099.00 to be paid from the General and Refuse Funds.

The Annual CPI as calculated by the Borough's Actuary was an increase of 0.986%. Since an Annual CPI increase of 1.0% is required for Borough pensioners to receive a Cost of Living increase, no increase will occur in 2021.

COMMUNITY DEVELOPMENT/PLANNING COMMITTEE: Councilmember Heayn made a motion, seconded by Councilmember Derman to approve HARB items a through e as submitted and recommended by HARB per their minutes dated September 8, 2020. Motion was unanimously approved.

- a. **Neil Boyd / 422 Saint Louis Street / Fence and Shed (HARB approved/Committee recommends Council approval)**
- b. **Timothy & Deborah Faulk / 214 South Seventh Street / Porch Repair (HARB approved/Committee recommends Council approval)**
- c. **Michelle Yearick / 326 North Fourth Street / Windows and Addition (HARB approved/Committee recommends Council approval)**
- d. **Rick & Kristin Selvala / 297 South Fourth Street / Windows and Shingles (HARB approved/Committee recommends Council approval)**
- e. **Providence Engineering / 419 Market Street / Sign (HARB approved/Committee recommends Council approval)**

Councilmember Heayn made a motion, seconded by Councilmember Derman to extend the closure of South Sixth Street from Market Street to White Pine Alley for use by outdoor diners until November 2, 2020 at which time the road will be opened for the winter. Motion was unanimously approved.

Councilmember Derman made a motion, seconded by Councilmember Botelho, to appoint Tessa Yerger to the Planning Commission term expiration December 31, 2023. Motion was unanimously approved.

Currently there are vacancies on Planning Commission, term expiration December 31, 2022 and December 31, 2023, Zoning Hearing Board Alternate, term expiration December 31, 2020, Shade Tree Commission, term expiration December 31, 2022 and December 31, 2023, and HARB term expiration December 31, 2020 and December 31, 2022.

MAYOR: Mayor Wagner thanked Lewisburg Downtown Partnership and the downtown business for everything they have done. The downtown businesses are doing well. The baskets are up and there are scarecrows at Hufnagle Park by the Garden Club. Mayor Wagner also read a proclamation for Constitution Week as September 17, 2020 marks the two hundred and thirty-third anniversary of the drafting of the Constitution of the United States of America.

COUNCIL PRESIDENT: Council President Sulai wants to thank Bucknell University and the Bucknell students for their efforts and doing a good job on keeping everyone safe.

BOROUGH MANAGER: Borough Manager Lowthert shared an update on the 2020 Streets project.

Councilmember Ferrell made a motion, seconded by Councilmember Derman to accept the 2020 Streets Change Order for base improvements on Blackberry Alley at an estimated cost of \$8,000.00 - \$10,000.00. Motion was unanimously approved.

After some discussion Council made no action on 2020 Streets Change Order for 173 Linear feet of curbing on Saint Louis Street, South Eighth Street and Hawn Alley at the cost of \$14,384.95.

SPECIAL PROJECT COORDINATOR/GRANT MANAGER: Special Project Coordinator/Grant Manager Wheeler updated Council on the Five-year CRS review. FEMA requires a Flood Plain Ordinance change to stay in compliance

J.H. Williams to prepare Municipal Audit

Safe Purchase

Pension Cost of Living increase

COMMUNITY DEVELOPMENT /PLANNING HARB

BOYD

FAULK

YEARICK

SELVALA

PROVIDENCE ENGINEERING

S Sixth St Closure

Planning Commission appointment – Yerger

Vacancies

MAYOR

COUNCIL PRESIDENT

MANAGER

2020 Streets Change Order Blackberry Alley

2020 Streets curbing

Special Project Coordinator / Grant Manager Update

September 15, 2020

prior to the end of the year. Solicitor Lyons indicated that upon sending the Ordinance, FEMA will update to the proper specifications.

Wheeler informed Council the Halloween sub-committee task force has met and have nothing to announce at the present time.

Wheeler also shared information on a Community health needs assessment survey to obtain the specific needs of the community at www.surveymonkey.com/r/CHNA2021.

ANY ADDITIONAL BUSINESS FROM COUNCIL: Council President shared information on a musical in Hufnagle Park presented by River Stage Theater.

Councilmember Farrell has been contacted by Jon Gustafson. Mr. Gustafson had Mid Penn Engineering review the ditch on Saint Paul Street and Mr. Gustafson wants the ditch fixed prior to paving. Councilmember Derman made a motion, seconded by Councilmember Heayn that since no new information to deem changes has been submitted, there will be no change to the Saint Paul Street project. Motion was unanimously approved.

Councilmember Comas shared information on Nazi graffiti painted on signs incident in a neighboring community.

Councilmember Heayn has some concerns and inquired about the direction on use of the Little League baseball field since COVID-19. Council President also expressed concerns about basketball at the Saint Mary Park location.

WRITTEN REPORTS: Councilmember Derman made a motion, seconded by Councilmember Heayn, to acknowledge receipt of the monthly LAJSA August minutes and September Agenda, Shade Tree July Minutes, Zoning Officer Report and Code Enforcement Officer Report. Motion was unanimously approved.

WORK SESSION: There will be a Work Session to be held Tuesday, October 13, 2020.

Executive session to discuss legal matters at 8:19 PM.

Council returned at 8:29 PM.

There being no further business, Councilmember Heayn made a motion, seconded by Councilmember Derman, to the adjourn the meeting. Motion was unanimously approved. Meeting adjourned at 8:29 PM.

Respectfully submitted,

Jacqueline A. Anders
Borough Secretary

Special Project
Coordinator /
Grant Manager

**ADDITIONAL
BUSINESS FROM
COUNCIL**

WRITTEN REPORTS

WORK SESSION

EXECUTIVE
SESSION

ADJOURNMENT