

**DRAFT AGENDA**  
**LEWISBURG BOROUGH COUNCIL MEETING**  
**September 20, 2022**  
**6:30 PM**

SULAI, President  
COMAS, Vice-President  
DERMAN  
GROBES  
HEAYN  
STAMM  
POWERS  
BILENKY TRAHAN

MAYOR ALVAREZ  
MANAGER/TREASURER LOWTHERT  
SECRETARY ANDERS  
SOLICITOR LYONS  
COMMUNITY DEV/GRANT MANAGER BEATTIE  
BVRPD CHIEF YOST  
FIRE CHIEF BLOUNT  
PRESS  
VISITORS

- I. **CONDITIONAL USE HEARING AT 6:00 PM for the property located at 31 South Sixth Street, Lewisburg Borough**
- II. **BOROUGH COUNCIL MEETING - CALL TO ORDER**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
  - a. August 16, 2022, regular meeting.
- V. **PUBLIC COMMENT(S) ON ANY AGENDA ITEM**
- VI. **PLANNING AND PUBLIC WORKS COMMITTEE**

**Motion to approve HARB item(s) a through e as submitted and recommended by HARB per their minutes dated September 13, 2022.**

  - a. **“Trevina” Mike Matukaitis / 434 Market Street / Sign** (HARB approved and recommends Council approval)
  - b. **“Hungry Run Distillery” / 323 Market Street / Sign** (HARB approved and recommends Council approval)
  - c. **“M & T Bank” / 409 Market Street / Sign** (HARB approved and recommends Council approval)
  - d. **“One Health & Wellness” / 216 Market Street / Sign** (HARB approved and recommends Council approval)
  - e. **“Saffron” / 235 Market Street / Sign** (HARB approved and recommends Council approval)
- VII. **ADMINISTRATIVE AND PUBLIC SAFETY COMMITTEE**
  - a. **Buffalo Valley Regional Police Department (BVRPD) Monthly Report**
  - b. **William Cameron Engine Company (WCEC)**
  - c. **Motion to approve payment of bills from August 13, 2022, through September 16, 2022, in the amount of \$535,926.21.**
  - d. **Motion to direct the Borough Solicitor to prepare an Ordinance for Borough Council to adopt the 2018 Edition of International Fire Code and to conduct Fire and Life Safety Inspections of properties in Lewisburg Borough.**
  - e. **Motion to direct the Borough Solicitor to prepare an Ordinance to Update the Lewisburg Borough Stormwater Management Ordinance.**

- f. Motion to set the 2023 Lewisburg Borough Pension Minimum Municipal Obligation at \$307,417.00 as recommended by the Borough's Actuary.
- g. Motion to approve the request from the property owner of 37 North Third Street to pay 2022 Lewisburg Borough Real Estate Property taxes at Face Value due to check theft.
- h. Motion to grant the request from the Lewisburg Downtown Partnership for "Free Metered Parking" from Wednesday, November 23, 2022, to Monday, January 2, 2023. LDP will bag and unbag the meters.
- i. Motion to award the Lewisburg Borough Emergency Notification System Project to Keystone Communications in the amount of \$218,177.34 contingent upon review and approval by SEDA-COG and the Borough Solicitor. Cost to be paid as follows: CDBG Grants - \$196,325.16 and Borough General Fund or ARPA fund \$21,852.18.
- j. Motion to accept a proposal from J.H. Williams & CO, LLC in the amount of \$13,300.00 to conduct the 2022 Lewisburg Borough Municipal Audit.
- k. Motion to accept a proposal from J.H. Williams & CO, LLC in the amount of \$2,275.00 to submit the 2023 quarterly payroll tax returns for Lewisburg Borough.
- l. Motion to permit the installation of artwork on the concrete piers as part of the Piers Art Park Project.
- m. Motion to adopt the required Resolution 22-09 to join the Pennsylvania Local Government Investment Trust (PLIGT) for the investment of Lewisburg Borough funds.

**FYI:**

- i. Notification from the Pension Auditor that the Lewisburg Borough Retirees will be eligible for a 3.0% COLA in 2023.
- ii. Borough Manager approved a proposal from Larson Design Group in the amount of \$6,700.00 to undertake inspections of the five Lewisburg Borough owned small bridges.
- iii. Current vacancies on Planning Commission term expiration December 31, 2022, and December 31, 2023, Zoning Hearing Board Alternate, term expiration December 31, 2023, and HARB term expiration December 31, 2022, December 31, 2023, and December 31, 2024.

**VIII. PUBLIC COMMENT(S) ON ANY NON-AGENDA ITEMS**

**IX. BOROUGH MANAGER**

- a. Motion to approve a request from the Lewisburg Borough Shade Tree Commission to plant four trees along St. Anthony Street at Wolfe Field as part of their 2022 Fall Planting Project. All four trees will be planted in grassy areas behind the sidewalk, not between the sidewalk and curb.

**X. BOROUGH SOLICITOR**

- a. Motion to direct the Borough Solicitor to prepare a Resolution regarding Act 57.

**XI. REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES**

- a. **MAYOR**
- b. **COUNCIL PRESIDENT**
- c. **BOROUGH SECRETARY**
- d. **COMMUNITY DEVELOPMENT/GRANT MANAGER**
  - i. **Motion to adopt a Resolution 22-08 to submit a grant application to PA DCNR for the North of Market Street - Piers Art Park Improvements Project.**
- e. **COUNCIL MEMBERS**

**XII. WRITTEN REPORTS**

- a. **Motion to acknowledge receipt of the monthly Planning Commission minutes, May, June, July, and August Parking Report, Zoning Officer Report and Code Enforcement Officer Report.**

**XIII. WORK SESSION – Work Session WILL/WILL NOT be held on Tuesday, October 11, 2022**

**XIV. QUESTIONS FROM THE MEDIA**

**XV. ADJOURNMENT**