REVISED DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL
ADMINISTRATION AND PUBLIC SAFETY COMMITTEE MEETING
Friday, September 5, 2025 at 8:30 AM in Borough Council Chambers

The Administration and Public Safety Committee is responsible for personnel related matters/issues, Borough policy and procedure development/review, contract and agreement discussions, financial related matters, budget discussions, parking related matters, police matters, fire department matters, emergency management, and other items of public safety concern in Lewisburg Borough.

MEMBERS

Jamie Grobes - Chairperson
Leo Armbruster
Jordi Comas
David Heayn
Kendy Alvarez, Ex-Officio as Mayor

William Lowthert, Borough Manager
Kathy Wendt, Borough Secretary
Tiffany Hawn, PEO (as needed)
Steve Beattie, EMC (as needed)
Paul Yost, BVRPD (as needed)
Jamie Blount, WCEC (as needed)

I. **NEW BUSINESS**
   a. Discussion of changing the October Administration – Public Safety Committee meeting date from October 3, 2025 at 8:30 am to October 10, 2025 at 8:30 am due to the Pennsylvania Municipal League Annual Leadership Summit in Erie, PA.
   b. Discussion of selecting a Lewisburg Borough Junior Council Person(s) - (**attachments**).
   c. Recommendation to set the 2026 Lewisburg Borough Pension Minimum Municipal Obligation at $250,525.00 as recommended by the Borough's Actuary (**attachment**).
   d. Discussion of establishing a Borough Council Policy/Procedure for donations to Lewisburg Borough.
   e. Potential for a discussion of payment options/alternatives for the purchase of new parking meters in Lewisburg Borough.
   f. FYI…January 2026 Lewisburg Borough Council Meeting Schedule
      i. Reorganization Meeting will be held on Monday, January 5, 2026 at 6:30 pm (as required by PA Borough Code).
      ii. January 2026 Planning and Public Works Committee Meeting is tentatively scheduled for Thursday, January 8, 2026 at 8:30 am (until the new Committee establishes 2026 dates/times for the Committee Meeting).
      iii. January 2026 Administration and Public Safety Committee Meeting is tentatively scheduled for Friday, January 9, 2026 at 8:30 am (until the new Committee establishes 2026 dates/times for the Committee Meeting).
      iv. January 2026 Lewisburg Borough Council Work Session is tentatively scheduled for Tuesday, January 13, 2026 at 6:30 pm (unless the new Borough Council changes the date/time).
      v. January 2026 Lewisburg Borough Council Meeting is tentatively scheduled for Tuesday, January 20, 2026 at 6:30 pm (unless the new Borough Council changes the date/time).

g. Discussion of adding public Zoom options to Borough Council Meetings.
h. Discussion of creating Lewisburg Borough Councilmember Binders for important information.

II. UPCOMING BOROUGH COUNCIL WORK SESSION TOPICS

a. September 9, 2025 – Noise Ordinance.
b. October 14, 2025 – Safe Streets for All Draft Plan Presentation to Council.
c. November 11, 2025 – no topic yet.
d. December 9, 2025 – no topic yet.
e. January 13, 2026 – Wolfe Field Master Site Development Draft Plan Presentation to Council.
f. Future Work Session - Meeting with our municipal auditors from J.H. Williams & Co., LLC.

III. EXECUTIVE SESSION – PERSONNEL MATTER

IV. OLD BUSINESS

a. Continued review of the proposed CK-COG Maintenance Code – Property, Fire Safety & Building.
b. Continued discussion of changes to the Borough's Grass and Weed Ordinance to allow for meadows and natural yards.
c. Discussion of the "Reimbursement Resolution" approval process if Council wishes to reimburse itself from future loans for any needed immediate purchases.
d. Discussion of creating official Borough rules for street closures by contractors.
e. Discussion of whether the Borough should or could have rules regarding private security cameras that film/cover/record portions of Borough Streets or public ROW.
f. Discussion of the expansion of the Borough's Camera System.
g. Discussion of two possible lease options for a new street sweeper.
h. Request from Tim Turner (owner of the property where the Townhomes are being built along St. Anthony Street) for the Borough to rename Hazel Tree Alley from Beck Street to St. Anthony Street.
i. Discussion of Animal Control Officer Services.
j. Empty Store Front Ordinance for Lewisburg Borough – in partnership with LDP.
k. Official Rules of Borough Council for use of the Lewisburg Tri-globe Street Light Image.
l. Supplemental Borough Employee 457 Retirement Plans.
m. Continued discussion of Lewisburg Borough's Emergency Alert System/Siren protocols and policies.
n. Modifications to the Lewisburg Loan Program.
o. CK-COG Complaint-Based Model Discussion.
p. Continued discussion of proposed changes to Lewisburg Borough Code Chapter 345 (Vehicles and Traffic) under Section 345-7 – use of streets by processions and assemblages.
q. Continued discussion of the Lewisburg Borough Neighborhood Blight Ordinance.
r. RFP required to select a new attorney for the Borough's Non-uniform Pension Plan.
s. Ordinance adopted by East Buffalo Township for the regulation of animals.

t. Discussion of setting a daily rate to rent all metered parking spaces – 345 parking meters in Lewisburg Borough.
u. Discussion of an Accident Repeater Program in Lewisburg Borough.

V. **VACANCY**

a. HARB with a term expiring 12/31/25
b. Two Zoning Hearing Board Alternates with a terms expiring 12/31/26

VI. ADJORNMENT