

**REVISED DRAFT AGENDA
LEWISBURG BOROUGH COUNCIL MEETING
October 15, 2024
6:30 PM**

HEAYN, President
BILENKY TRAHAN, Vice-President
COMAS
GROBES
POWERS
STAMM
ARMBRUSTER
PEARSON

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

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF MINUTES

- a. September 17, 2024 regular meeting.

IV. PUBLIC COMMENT(S) ON ANY AGENDA ITEM

V. PLANNING AND PUBLIC WORKS COMMITTEE

Motion to approve HARB items a through c as submitted and recommended by HARB per their minutes dated October 8, 2024.

- a. **Reuben Kennel / 160 Brown Street / Garage w/Apartment** (HARB approved and recommends Council approval)
- b. **“Mondragon Books” / 302 Market Street / Sign** (HARB approved and recommends Council approval)
- c. **Rodney Yoder / 206 North Fifth Street / Windows/Doors/Siding** (HARB approved and recommends Council approval)
- d. **Discussion of the CDBG funded South Eighth Street/White Pine Alley Removal of Architectural Barriers Project and the Lewisburg Community Gardens Sidewalk Project.**
- e. **Motion to include the following streets in the Lewisburg Borough’s 2025 Streets Project and permission to release the project for bid:**
- i. **St. Anthony Street from the Buffalo Creek Bridge to Five Points Intersection for tar/chip/fog seal.**
 - ii. **North 7th Street from Buffalo Road to Route 15 for mill/overlay.**
 - iii. **North 11th Street from St. Paul Street to Buffalo Road for mill/overlay.**
 - iv. **North Front Street from St. John Street to Market Street for mill/overlay with ADA ramps.**
 - v. **Malcolm Street from University Avenue to Bell Alley for mill/overlay.**
 - vi. **Chestnut Tree Alley from St. John Street to St. Mary Street for mill/overlay.**
 - vii. **Chestnut Tree Alley from St. Mary Street to St. Anthony Street for mill/overlay.**
 - viii. **Hawn Alley from St. Louis Street to Catherine Street for mill/overlay.**

- ix. Ludwig Alley from St. Louis Street to White Pine Alley for mill/overlay.
- x. Plum Tree Alley from St. Mary Street to St. Anthony Street for mill/overlay.
- xi. Plum Tree Alley from St. John Street to Cherry Alley for mill/overlay.
- xii. Raspberry Alley from St. John Street to Cherry Alley for mill/overlay.
- xiii. Raspberry Alley from St. Mary Street to St. John Street for mill/overlay.
- xiv. Strawberry Alley from St. Catherine Street to Bucknell University property for mill/overlay with an ADA ramp.
- xv. White Pine Alley from 7th Street to 8th Street for mill/overlay.
- xvi. Pine Street @ 129 Pine Street to St. Catherine for mill/overlay.
- f. Motion to accept a proposal from Colliers Engineering & Design in the amount of \$29,760.00 to provide engineering design and bidding services associated with the PennDOT funded TASA Market Street Mid-Block Crossing Project.
- g. Motion to accept a proposal from Livic Civil in the amount of \$86,500.00 to provide traffic studies, traffic analysis, survey, design, and bidding associated with the PennDOT funded Market Street Green-Light-Go Project.
- h. Motion to approve a request from LDP to bag the Borough parking meters in Downtown Lewisburg between Wednesday, November 27, 2024 and January 2, 2025.
- i. Motion to approve Resolution 24-10 at the request of the Lewisburg Area Joint Sewer Authority approving the Act 537 Sewage Facilities Plan Special Study.
- j. Motion to approve the purchase and installation of “Pedestrian Zone” stencils by the Lewisburg Borough Public Works Crew on Market Street sidewalks between Second Street and Fifth Street.
- k. Motion to appoint Taylor Lightman to the Lewisburg Planning Commission with a term expiring on 12/31/24 as recommended by the Lewisburg Planning Commission.
- l. Motion to approve a letter of project support and Lewisburg Borough funding commitment as part of the Lewisburg Downtown Partnership Implementation Grant application.

FYI:

- i. Borough staff has been directed by the Committee to work with Councilmember Powers on the placement of the new sign at Mariah’s Garden and at Lewisburg Landing.

VI. 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 September 15, 2024 through October 12, 2024 in the amount of \$942,875.32.
- d. Motion to adopt Resolution 24-11 to approve an Equipment and Personnel Sharing Agreement with East Buffalo Township and authorize its execution.
- e. Motion to direct the Borough Solicitor to prepare and advertise an Ordinance change to increase the Borough Tax Collector’s “bank return check fee” and “tax certification fee” from \$25.00 to \$30.00.

- f. Motion to direct the Borough Solicitor to prepare and advertise Refuse Ordinance changes and to also prepare Resolutions changing Refuse/Special Pick-up Fees to take effect January 1, 2025.
- g. Motion to purchase a used 2014 Ventrac 4x4 Tractor from Siegrist Repair Services of Mifflinburg in the amount of \$10,500.00 for winter snow removal activities in parks and the Downtown. Cost to be paid from the Borough's Highway Equipment Depreciation Fund.
- h. Motion to accept a proposal from J.H. Williams & Col, LLC in the amount of \$11,750.00 for our 2024 Lewisburg Borough Municipal Audit.
- i. Motion to accept a proposal from J.H. Williams & Co., LLC in the amount of \$2,475.00 for our 2025 Quarterly Tax Filings.
- j. Motion to surplus the Borough's 2008 Hustler with plow and mower deck and place the item for bid on Municibid.
- k. Motion to accept a proposal from Buffalo Valley Door Service Inc. of Mifflinburg for the purchase and installation of an automatic gate operator for Wolfe field in the amount of \$4,770.00 or an automatic gate operator with a solar power kit in the amount of \$5,535.00.

FYI:

- i. Current vacancies on Planning Commission term expiration December 31, 2024, Zoning Hearing Board Alternate, term expiration December 31, 2026, Zoning Hearing Board Alternate, term expiration December 31, 2026, HARB term expiration December 31, 2025.

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

VIII. BOROUGH MANAGER

- a. Motion to approve the proposed 2025 budget with millage rates as follows: General Fund 10.5; Debt Service Fund 0.5; Street Lighting Fund 0.9; Fire Protection Fund 1.6; Shade Tree Fund 0.1; Regional Recreation Fund 0.8 (total millage for 2025 is 14.4) and to direct the Solicitor to advertise the proposed 2025 budget for final consideration and adoption of Borough Council on November 19, 2024 (Proposed 2025 budget will be placed on the Borough website and available for review at the Borough Office).
- b. Motion to direct the Borough Solicitor to prepare the tax resolution regarding the Borough's Real Estate taxes, the realty transfer tax, the earned income tax, the local services tax, and the business privilege tax for 2025.
- c. At the request of the Lewisburg Shade Tree Commission, motion to accept the low bid in the amount of \$6,000.00 from Shaffer Landscapes of Middleburg, PA for the Commission's 2024 Street Tree Preparation Project.

IX. BOROUGH SOLICITOR

X. REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES

- a. MAYOR
- b. COUNCIL PRESIDENT
- c. BOROUGH SECRETARY
- d. COMMUNITY DEVELOPMENT/GRANT MANAGER
- e. COUNCIL MEMBERS

- XI. WRITTEN REPORTS**
 - a. Motion to acknowledge receipt of the monthly Parking Report, Zoning Officer Report, Code Enforcement Officer Report, CK COG September Activity Reports, and CK COG September Building Permit.**

- XII. WORK SESSION – Work Session WILL be held on Tuesday, November 12, 2024.**

- XIII. QUESTIONS FROM THE MEDIA**

- XIV. ADJOURNMENT**