

The regular monthly meeting of the Borough Council of Lewisburg, Union County, Pennsylvania, was held at 6:30 PM on **Tuesday, July 16, 2024** in Council Chambers, 55 South Fifth Street, Lewisburg. Present: Council Vice President Bilenky Trahan, Councilmembers Armbruster, Comas, Pearson, Powers, Stamm, Grobes, Manager Lowthert, Secretary Wendt, Mayor Alvarez, Community Development Grant Manager Berkey, and Solicitor Lyons. Also present: Robin Fox, Ellen Ruby, Lynne Ragusea, Ted Strosser, Martha Barrick, Bernadine Richard, Levi Frey, Dora Kreitzer, Jim Emery, and Kevin Gardner.

**CALL TO ORDER:** Council Vice President Bilenky Trahan called the meeting to order at 6:30 PM.

**APPROVAL OF MINUTES:** Councilmember Powers made a motion, seconded by Councilmember Armbruster to approve the June 18, 2024, Regular meeting minutes. Motion was unanimously approved.

**PUBLIC COMMENT(S) ON ANY AGENDA ITEM:**  
Kevin Gardner commented on Item V(g) regarding requiring property owners to install tree lawns. Gardner doesn't think this requirement is suitable for all locations.

**PLANNING AND PUBLIC WORKS COMMITTEE:** Councilmember Powers made a motion, seconded by Councilmember Comas to approve HARB items a through e as submitted and recommended by HARB per their minutes dated July 9, 2024. There was some discussion. Motion was unanimously approved.

- a. **“Gary & Pam Layton” / 39 North Eighth Street / Siding (Replaced)** (HARB approved and recommends Council approval)
- b. **“Union Oak Rentals” / 29 North Third Street / Roof (Replaced)** (HARB approved and recommends Council approval)
- c. **“Elise Nicol” / 130 St. George Street / Solar (Roof Mount)** (HARB approved and recommends Council approval)
- d. **“Julie Vandivere” / 2 Brown Street / Solar (Roof Mount)** (HARB approved and recommends Council approval)
- e. **“Stephen Apanel” / 128 North Fourth Street / Addition (Rear)** (HARB approved and recommends Council approval)

Councilmember Powers made a motion, seconded by Councilmember Comas to approve submittal of a “No Comment” letter to LAJSA regarding their Act 537 Sewage Plan Special Study. Motion was unanimously approved.

Councilmember Pearson made a motion, seconded by Councilmember Comas to direct the Borough Solicitor to prepare and advertise an Ordinance amending the Borough’s Sidewalk Ordinance to prohibit property owners from removing existing tree lawns and tree wells, those being the planting areas at least 18” wide and varying in length directly along or nearest to curb on properties without the written consent of the Borough. There was a lengthy discussion. Motion was unanimously approved.

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

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

Councilmember Grobes made a motion, seconded by Councilmember Powers to approve payment of bills from June 16, 2024, through July 13, 2024 in the amount of \$539,287.26 Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Pearson to request the Milton Fire Police’s assistance for the BVRPD National Night Out on August 6, 2024 from 5:00 pm – 9:00 pm. Motion was unanimously approved.

**ATTENDANCE**

**CALL TO ORDER**

**APPROVAL OF MINUTES**  
June 18, 2024

**PUBLIC COMMENT ON AGENDA ITEM**

**PLANNING AND PUBLIC WORKS**  
HARB

Layton

Union Oak Rentals

Nicol

Vandivere

Apanel

LAJSA Act 537  
Sewage Plan  
Special Study

Approval to Amend  
Borough’s  
Sidewalk  
Ordinance

**ADMINISTRATIVE AND PUBLIC SAFETY**  
BVRPD

WCEC

Approval of Bills

BVRPD National  
Night Out  
Assistance

July 16, 2024

Councilmember Grobes made a motion, seconded by Councilmember Pearson to direct the Borough Solicitor to prepare and advertise an Ordinance amending the Parking Ordinance designating a Loading/Unloading Zone on North Sixth Street and an Accessible Parking Space on South Front Street. Motion was unanimously approved.

Councilmember Pearson made a motion, seconded by Councilmember Powers to amend Resolution 24-05 changing the 90-day time period to June 4, 2024 through September 4, 2024 for the temporary parking and loading zone permittance. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Armbruster to begin accepting Credit and Debit Cards in person at the Borough Office for Parking and Refuse Payments when the system is installed and operational and to direct the Borough Solicitor to prepare a Resolution to collect a \$3.00 Convenience Fee for use of the said cards. Councilmember Comas voted No. Motion was approved.

Councilmember Grobes made a motion, seconded by Councilmember Pearson to direct the Borough Solicitor to prepare and advertise an Ordinance amending changes to the Parking Ordinance to permit overnight parking on Loomis Street. Motion was unanimously approved.

Councilmember Grobes made a motion, seconded by Councilmember Pearson to accept the low quote from Air Management Technologies, Inc. for the purchase of a ductless split heat pump system for the Public Works Building in the amount of \$6,700.00. Motion was unanimously approved.

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.

**REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES:**

Mayor Alvarez announced that Joe Snedeker, WNEP, will be making a stop at Hufnagle Park on Tuesday, July 23 at 10:00 am as part of his annual charity bike ride.

Councilmember Comas reported that the BVRPD's National Night Out will be held on August 6 from 5:00 pm – 9:00 pm. Both BVRA and BVRP Commission will have tents set up. Please reach out if you would like to help.

Councilmember Grobes encouraged Council to attend the Administrative Finance – Public Safety meeting on Monday, August 12<sup>th</sup>. The topics of discussion will be parking meters and the refuse Ordinance.

Councilmember Pearson reminded Council of the National Week without Driving challenge September 30 – October 6. If interested you can sign up on the National Website.

**WRITTEN REPORTS:** Councilmember Pearson made a motion, seconded by Councilmember Grobes to acknowledge receipt of the monthly Parking Report, Zoning Officer Report, Code Enforcement Officer Report, and CK COG June Building Permits. Motion was unanimously approved.

**WORK SESSION:** There will be a Work Session held Tuesday, August 13, 2024.

Council President Heayn called for an executive session to discuss legal and personnel matters at 7:29PM. Council returned at 8:11PM.

Amending Parking Ordinance

Amendment to Resolution 24-05

Approval to accept Credit and Debit Cards in the Borough Office

Amend Ordinance to change Overnight parking on Loomis Street

Approved Air Mgmt Technologies, Inc. for heat pump system

Vacancies

**REPORTS / COMMUNITY UPDATES / PUBLIC NOTICES**

Alvarez

Comas

Grobes

Pearson

**WRITTEN REPORTS**

**WORK SESSION**

**EXECUTIVE SESSION**

July 16, 2024

Councilmember Pearson made a motion, seconded by Councilmember Grobes to create a Laborer 0 position at a payrate of \$18.50 per hour requiring no driver's license and contingent upon liability insurance coverage by the Borough's carrier. Councilmember Comas voted No. Motion was approved.

There being no further business, Councilmember Powers made a motion, seconded by Councilmember Grobes to adjourn the meeting. The meeting was adjourned at 8:15PM.

Respectfully submitted,

Kathy D. Wendt  
Borough Secretary

Laborer 0  
position

ADJOURNMENT