

**DRAFT AGENDA  
LEWISBURG BOROUGH COUNCIL MEETING  
September 19, 2023  
6:30 PM**

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

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

VISITORS

- I. **An Executive Session was held on August 24, 2023, 5:00 pm – 5:10 pm to discuss legal matters. An Executive Session was held on September 11, 2023, 5:00 – 5:15 pm to discuss legal matters and personnel matters.**
- II. **CALL TO ORDER**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
  - a. **August 15, 2023 regular meeting.**
- V. **COUNCIL PRESENTATION(S)**
  - a. **Presentation of preliminary design plans for the Piers Art Park Project by PennCORE Consulting for input from Borough Council. Input and decisions required of Borough Council for submittal of project permits.**
- VI. **PUBLIC COMMENT(S) ON ANY AGENDA ITEM**
- VII. **PLANNING AND PUBLIC WORKS COMMITTEE**
  - Motion to approve HARB item(s) a and b as submitted and recommended by HARB per their minutes dated September 12, 2023**
    - a. **“Park Road Farms” / 634 St. Catharine Street / Porch Modifications**  
(HARB approved and recommends Council approval)
    - b. **“Tastecraft” / 512 Market Street / Signs (3)** (HARB approved and recommends Council approval)
  - c. **Motion to approve a revised proposal from PennCore Consulting in the amount of \$14,500.00 to rebid the St. George Street Stormwater Improvements/South Fourth Street Ramp Improvements Project with the addition of street paving.**
  - d. **Motion to approve Engineering Change Order 1 from PennCORE Consulting in the amount \$1,650.00 associated with Market Street design revisions required by PennDOT as part of the HOP process for Hufnagle Park Event Venue Project.**
  - e. **Motion to approve Construction Change Order 4 from Gray Builders LLC in the amount of \$116,190.75 associated with the Hufnagle Park Event Venue Project.**

- f. Motion to approve a proposal from Larson Design Group in the amount of \$5,000.00 to provide preliminary design assistance and a project cost estimate associated with the North Fourth Street Revitalization/Green Infrastructure CDBG Competitive Grant Application to DCED.
- g. Motion to appoint Logan Osgood-Zimmerman to the Lewisburg Planning Commission with a term expiring December 31, 2025 as recommended by the Lewisburg Planning Commission.
- h. Motion to accept the resignation of Judy Wagner from the Lewisburg Shade Tree Commission effective immediately, with regret.
- i. Motion to approve a Utility Easement with Citizen's Electric Company for the electric lines that currently run above Hufnagle Park.
- j. Motion to request the Lewisburg Planning Commission review our current zoning policy to identify opportunities for upzoning.

**VIII. 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, 2023 through September 16, 2023 in the amount of \$498,996.48
- d. Motion to agree to approve an amendment to the Buffalo Valley Regional Police Intergovernmental Cooperation Agreement between Lewisburg Borough and East Buffalo Township to eliminate Section 5 Finances, Part E(2) in its entirety and to modify Section 5 Finances, Part E(1) to allow the BVRPD to request funding earlier in the month if needed to support police operations.
- e. Motion to set the 2024 Lewisburg Borough Pension Minimum Municipal Obligation at \$311,749.00 as recommended by the Borough's Actuary.
- f. Motion to defer Kendy Alveraz's October and November Mayor's pay until December 2023.

**FYI:**

- i. Current vacancies on Zoning Hearing Board Alternate, term expiration December 31, 2023, HARB term expiration December 31, 2023, December 31, 2025.

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

**X. BOROUGH MANAGER**

- a. Lewisburg Borough Council Chambers will be closed from September 21 – 29, 2023 for a window replacement project. Access to the Borough Office for in-person visits may be limited at times during construction. Staff will remain available via email and phone if access to the Borough Office is restricted.

**XI. BOROUGH SOLICITOR**

- a. Motion for enactment of Ordinance No. 1077 amending the Lewisburg Borough Parking Regulations by establishing Loading/Unloading Zones on Market Street.

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

- a. **MAYOR**  
Halloween Trick or Treating – Date and Time
- b. **COUNCIL PRESIDENT**
- c. **BOROUGH SECRETARY**
- d. **COMMUNITY DEVELOPMENT/GRANT MANAGER**
- e. **COUNCIL MEMBERS**

**XIII. WRITTEN REPORTS**

- a. **Motion to acknowledge receipt of the monthly Parking Report, BVRA July Board Meeting Report, BVRA July Financial Statements, Zoning Officer Report, Code Enforcement Officer Report and August Building Report.**

**XIV. WORK SESSION – Work Session WILL be held on Tuesday, October 10, 2023**

**XV. QUESTIONS FROM THE MEDIA**

**XVI. EXECUTIVE SESSION – Legal Matters**

**XVII. ADJOURNMENT**