

REGULAR COUNCIL MEETING
April 13, 2020 AT 5:30 P.M.
LEWISTOWN MUNICIPAL BUILDING COUNCIL CHAMBERS

The Council meeting opened at 5:30 p.m. with Borough Council President Venus Shade presiding. The Pledge of Allegiance was recited by all present.

ROLL CALL

Mr. Campbell, Mr. Terry, Mr. A. Wilson, and Ms. Shade were present. Mr. DeArment attended electronically. Larry Searer and Mr. B. Wilson were absent.

HEARING OF PERSONS PRESENT

Mr. Jim Zubler stated that he has an item that looks at blighted properties. Mr. Zubler informed Council that DLI is working with representatives from Habitat for Humanity on several properties within the Borough that they believe will see a positive resolution. Mr. Zubler said he will discuss the issue in more detail with the Finance Committee and wanted to let Council know that they are looking at blight seriously and the end use of the properties.

The meeting continued with the opening of bids for the Valley Street Manhole Project. Three bids were received:

- Gutelius Excavating, Mifflinburg, PA, \$136,030.00
- Mike's Landscaping & Excavating, Inc., Reedsville, PA, \$221,736.50
- Guyers Brothers, Inc., New Enterprise, PA, \$203,031.96

On a motion by Mr. Campbell and seconded by Mr. A. Wilson, Council by unanimous vote awarded the bid to Gutelius Excavating for the Valley Street Manhole Project contingent upon all paperwork being filled out properly.

The meeting continued with the opening of bids for the MEG Manual. One bid was received:

- Glenn O. Hawbaker, Milroy, PA, 2 RC, Unit price per ton pick up at plant is \$.75 and delivered is \$11.58, crushed stone aggregate 1b is \$12.50 per pick up and delivered is \$16.58, crushed stone aggregate 2b is \$12.00 per pick up and delivered is \$16.08, anti-skid is \$14.00 per pick-up and \$18.08 delivered, gabion stone \$10.50 per pick up and \$14.58 delivered, stone 2A \$8.00 pickup and \$12.08 delivered, 25mm base course is \$56.00 per pick up and no price for delivery, 9.5 mm wearing course \$69.00 per pick up and no price for delivery, 19.5 mm wearing course \$59.00 per pick up and no price for delivery, UPM premium cold patch is \$130.00 per pick up and \$134.08 delivered.

Mr. Campbell questioned if pricing was comparable to the previous year and if not, they could put it back out for bid. Ms. Shade stated she did not think it changes much from year to year.

On a motion by Mr. Campbell and seconded by Mr. A. Wilson, Council by unanimous vote awarded the bid to Glenn O. Hawbaker, Inc. for the MEG Manual contingent upon all paperwork being filled out properly.

The meeting continued with the opening of bids for Rec Park Concession Stand. No bids were received.

****CONSENT AGENDA**

The following are routine, procedural, and informational non-controversial items and do not appear to require discussion or explanation prior to Council's action. These items will be acted upon by one motion unless any member of Council desires to move an item to the Regular Agenda for further discussion.

- A. ****Approval of Minutes:**
 - 1. Council Meeting-March 9, 2020
 - 2. Streets Meeting-March 12, 2020
 - 3. Special Council Meeting-March 19, 2020
 - 4. Finance Meeting-March 26, 2020
 - 5. Personnel Meeting-March 26, 2020
- B. ****Approval of Treasurer's Report**
- C. ****Approval of Schedule of Bills**
 - 1. General Borough/Specialty/Refuse/Wastewater Coll & Treatment/State Liquid Fuels
 - 2. Wastewater Collection Capital w/Requisition
 - 3. Wastewater Capital Reserve w/Requisition
- D. Acknowledge receipt of Tax Collector's Commissions & Tax Coll Report
- E. Acknowledge receipt of Tax Duplicate
- F. Facility Use Forms:
 - 1. ****Approval to hold a parade for Autism Awareness (contingent upon facility use form submission and Certificate of Liability received and payment)**
- G. Acknowledge receipt of Fame Meeting Minutes February & Stats
- H. Acknowledge receipt of Codes Enforcement Office Monthly Report
- I. Acknowledge receipt of Safety Committee Meeting Minutes
- J. ****Approval for MC Children and Youth to place pinwheels up for Child Abuse Prevention Month**
- K. ****Approval for Abuse Network to place Teal Ribbons for Sexual Assault Awareness Month**
- L. Acknowledge receipt of Comcast Letter
- M. Acknowledge receipt of Keystone Memorandum
****Note: Added to the Consent Agenda for time-saving purposes due to COVID**
- N. ****Approval to release 2017 CDBG Funds**
- O. ****Removal of handicap parking space 727 S Wayne Street by Resolution**
- P. ****Approval of handicap parking space for 21 West Fourth Street by Resolution**
- Q. ****Removal of 2 parking meters in front of the Post office and replacing them with 2 fifteen-minute parking only signs**
- R. ****Approval of Lifeguard Wages with Pool Manager at \$12.00/Returning Lifeguards \$10.00/New Lifeguards \$9.00/Ticket Taker \$7.75**

- S. ****Approval of Storm Drain Insert beside Salvation Army in the amount of \$5,607.50 with the Streets Crew doing the work themselves**

Mr. Campbell questioned letter S in the consent agenda. He stated that based upon his notes from the Finance Meeting he believed they were going with option #2 which was the \$9,400 option. Ms. Walter confirmed that the cost should be \$9,300.50.

On a motion by Mr. A. Wilson and seconded by Mr. Campbell, Council by unanimous vote approved the Consent Agenda contingent on changing Letter S to state \$9,300.50.

REGULAR AGENDA

UNFINISHED AND NEW BUSINESS

Ms. Walter stated that DCNR needs a resolution that states that the Borough Manager can sign electronically on behalf of the Borough of Lewistown for the Pool Grant.

On a motion by Mr. Campbell and seconded by Mr. A. Wilson, Council by unanimous vote approved the Resolution for Ms. Walter to sign for the Pool Grant.

Ms. Shade stated that the South Brown Street Project needed bid out. Ms. Walter said it was discussed during last year. Ms. Shade relayed that it was for paving for South Brown street and that Council had originally had CDBG funds for the project and were later told they could not use them due to the change in criteria in financial requirements. Mr. Campbell questioned if the job could be done inhouse? Ms. Walter stated that the Borough's equipment was not big enough to complete the project.

On a motion by Mr. A. Wilson and seconded by Mr. Campbell, Council by a unanimous vote approved to bid out the South Brown Street Paving Project.

STREETS

Mr. Colussy said that he had discussed with the Streets Committee about using CDBG funds for a demolition project. Mr. Colussy stated that anytime anyone goes after a competitive grant, which is what they were looking at, they need to use some of the entitlement funds for the project. He said that historically the Borough has been using the CDBG funds for street replacement projects and that after the streets committee meeting it was discussed to possibly have the County write a competitive grant. The Borough would be competing against other communities across the Commonwealth for the funds. Mr. Colussy said that he contacted DCED staff about the process and they said unfortunately they do not feel the project would score very high because the Borough has not used any of their previous CDBG funds towards demolition. Ms. Shade stated that the Borough used CDBG funds years ago for demolition. Mr. Colussy stated they only looked at the

past 3 years. Mr. Colussy stated that the Borough could go after CDBG funds, but it will score a little bit higher if they use some of the Boroughs entitlement funds towards the project. He also said if Council is still looking to do a competitive grant the Borough can put up to 30% of their project towards projects such as demolition. The Borough has approximately \$90,000 to spend over a 3-year time span on demolition projects. Mr. Colussy asked the Council to consider if they would like to go after the competitive grant to look strongly at using some of the 2020 funds towards demolition. He said it was not something that Council needed today especially with the current pandemic, but for his office to proceed they would need something specific from Council on their wishes. Ms. Shade questioned if he needed a letter today if Council would like to move forward? Mr. Colussy said that he is not discouraging the Borough to apply however, at this time since the Borough has not allocated any prior CDBG funds to demolition it may not score as high. Ms. Shade said there is an expense to the application. Mr. Campbell stated he felt it would lock up the CDBG funds until they had an answer. Mayor Bargo questioned if the building would hold up for a while. Ms. Shade said that Mr. Colussy had mentioned in an email about a USDA grant and questioned if it was for construction or demolition. Ms. Walter stated that she thought the USDA grant was for construction.

Mr. Campbell questioned where the Borough was at with the property in question. Mr. Remy said that at this point the owner was prepared to just give the property to the Borough. Ms. Shade said that no one wants to spend the money on the property, but they had a duty to protect their citizens. Mr. Colussy said he also wanted to include the option, that the Borough could look at what funds they had committed from previous grants and do a modification to move projects around. Ms. Shade stated that the issue would be tabled for discussion.

FINANCE

Mr. Campbell said the cost of \$16,500 was the full price of the camera head but with a trade in they were offering \$6,500.

On a motion by Mr. Campbell and seconded by Mr. A. Wilson, Council by unanimous vote approved the purchase of the Camera Truck Lateral Launch Camera Head.

Mr. Terry stated they had looked at replacing and fixing the rolling door, but for the price they discussed a full replacement is what was needed. Mr. Campbell stated that it was \$5,200 from Central PA Dock and Door with the motor.

On a motion by A. Wilson and seconded by Mr. Campbell, Council by unanimous vote approved the purchase of the rolling dollar door replacement at the Wastewater Treatment Plant.

Discussion was held on the Swim Team. The cost includes the registration fee at \$75.00 per swimmer, \$65.00 if the swimmer has a family membership, and a request was made to waive the fees to use the pool for the end of the season party. Ms. Shade stated they will be talking to them about pushing the date back due to the pandemic.

On a motion by Mr. Campbell and seconded by Mr. A. Wilson, Council by unanimous vote approved the Swim Team and Costs.

Ms. Shade read the Resolution for the commitment to DLI:

NOW, THEREFORE, BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF LEWISTOWN, That:

The Borough of Lewistown wishes to pledge a minimum of \$5,000 commitment for the next 5 years to Downtown Lewistown Inc. also known as DLI.

Mr. Campbell stated that a 5-year commitment was discussed at the Finance meeting and the possibility of increasing that amount in the upcoming years.

On a motion by Mr. A. Wilson and seconded by Mr. Terry, Council by unanimous vote approved to the 5-year commitment to DLI by Resolution.

On a motion by Mr. Campbell and seconded by Mr. A. Wilson, Council by unanimous vote approved to continue with EMC Insurance.

Ms. Walter stated that TOPP came in with the lowest monthly cost based upon estimated copies at \$259.11. TOPP is also Co-Stars.

On a motion by Mr. A. Wilson and seconded by Mr. Campbell, Council by unanimous vote approved to enter into a copier agreement with TOPP.

Ms. Shade stated there was a request by Mr. Alan Aumiller on Stoneroad Court. There is a lot of speeding on Reservoir Lane and it was discussed by Council previously about putting signs or speed bumps up. Ms. Shade questioned if they could put a sign up for watch children. Mr. Campbell questions how putting another sign up will help. Mr. DeArment agreed with Mr. Campbell. Mr. A. Wilson stated he has been down the street and has noticed the issue. Mr. Terry stated he felt if tickets were being handed out this may help. Mayor Bargo stated she would have police in that area. Ms. Shade stated she felt it would not hurt to put up a "Watch Children" sign in place either.

On a motion by Mr. A. Wilson and seconded by Mr. Campbell, Council by unanimous vote approved to the place a "Watch Children" sign up.

PUBLIC COMMENTS

There was no public comment.

EXECUTIVE SESSION

Council went into executive session at 6:44 p.m. to discuss pending litigation and personnel issues.

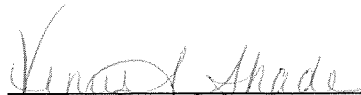
Council came out of executive session at 7:17 p.m.

Mr. Campbell wanted to reiterate that the layoffs were temporary and to help get through the COVID-19 pandemic. Ms. Shade stated it was not an easy decision to make.

On a motion by Mr. Terry and seconded by Mr. A. Wilson, Council by unanimous vote approved to furlough 4 Streets employees, 3 Wastewater Treatment employees, 1 Codes employee, 1 Parking Enforcement Employee, 1 Clerk/Secretary, 1 Police Officer, and change 1 Salary Employee to an hourly Part-Time position.

Mayor Bargo discussed acquiring laptops for the Chief of Police, and the Police Administrative Assistant, to use to work from home during the pandemic. She got a quote from GME Communications for \$4,434.00. Ms. Shade stated that considering they just laid 11 employees off, they could not think of spending that kind of money. She also said it was not off the table, but maybe for another time. Mayor Bargo said she completely understood.

The meeting adjourned at 7:27 p.m.



(Vice) President, Lewistown Borough Council

(Seal)

ATTEST:



(Asst.) Borough Secretary