

REGULAR COUNCIL MEETING
MAY 13, 2019 AT 5:30 PM
LEWISTOWN MUNICIPAL BUILDING COUNCIL CHAMBERS

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

ROLL CALL

Mr. Campbell, Mr. Felmlee, Larry Searer, Mr. Sievers, Mr. Wilson, Ms. Shade, and Mayor Bargo were present. Mr. Berrier was absent.

On a motion by Mr. Campbell and seconded by Larry Searer, Council by a unanimous vote approved to go into executive session for personnel reasons.

Roll Call

Dave Campbell	Yea
Jim Felmlee	Yea
Larry Searer	Yea
Mark Sievers	Yea
Bill Wilson	Yea
Venus Shade	Yea

Council went into executive session at 5:33 pm.
Council came out of executive session at 5:55 pm.

Ms. Shade opened the floor to public comments.

On a motion by Mr. Campbell and seconded by Mr. Wilson, Council by a 4-2 roll call vote, approved to terminate the Borough Manager, effective immediately.

When asked for a reason by the public, Mr. Campbell announced it was for several personnel issues that have compiled and has been a constant concern among the consensus of Council. When asked if there were no other means available, Ms. Shade indicated that Council feels there is none.

Roll Call

Dave Campbell	Yea
Jim Felmlee	Nay
Larry Searer	Yea
Mark Sievers	Yea
Bill Wilson	Yea
Venus Shade	Nay

HEARING OF PERSONS PRESENT

PFM Financial Advisors Brad Remig and Zach Williard presented Council with options for Bond refinancing. Two goals for this meeting are to determine the minimum amount of money we want to save when we do this transaction and to either do an ordinance at the next scheduled Council meeting or do it sooner at the next Finance Committee meeting scheduled this month.

Two different scenarios were presented with saving money. Option one has a savings of approximately \$319,478 in the current budget year and Options two has a savings of \$325,105 over various years.

After discussion, it was determined that a minimum of \$350,000 was set and Option two was chosen. The ordinance for the general obligation bond will qualify as self-liquidating.

On a motion by Mr. Felmlee and seconded by Mr. Sievers, Council by unanimous vote approved to advertise the ordinance.

Ryan Barlett presented Council with a Fire Department Power Point presentation for the reorganization for fire departments in the Borough of Lewistown. He reviewed the primary coverage areas and characteristics, the current Lewistown Fire Department characteristics, the age of some of the equipment and the consultant's study and recommendations.

The three stations agreed to move forward at this time with the three model station options for 2019/2020 by reducing the apparatus, upgrade antiqued apparatus, implementing joint staffing, specialize each station in its own category, and separating the clubs from the two stations that house them.

United Fire & Rescue will specialize as a truck company, Brooklyn will specialize in engine company operations, and City Hook & Ladder will specialize in the rescue company.

Several courses in personnel training have been scheduled for 2019. The primary goal of the training is to better enhance the members of the Lewistown Fire Department in the fields of

operation that the LFD performs, ranging from truck company, water rescue, engine company and vehicle rescue.

September 8, 2019 is the target date when the LFD will begin the joint staffing program. Members who have become qualified/trained in various specialty fields, will be permitted to assist each respective station with the staffing of apparatus to assure properly trained and efficient crews during responses and at the scene of incidents.

Presently, the Lewistown Borough fire tax is .92 mills. Mr. Barlett would like to raise the fire tax to 2.4 mills, which averages out to \$80 per year per property owner. This would strictly be used for apparatus payments. Per the consultant's recommendation on having a spare apparatus, City Hook & Ladder is offering a spare vehicle that the Borough would need to maintain. Mr. Barlett is also suggested Council setting up electronic payments with the bank for the apparatus; this way the fire department never touches that money. Mr. Barlett is seeking Council's support in increasing the fire tax.

Ms. Shade wanted to know what the tax increase cost would be per household. Mr. Barlett indicated approximately \$80.

Mr. Sievers wanted to know if we received all the 990's. Ms. Walter informed him that we are still waiting on the Brooklyn Fire Department's 990.

Mr. Sievers said he has a very high regard for what the fire departments do, but he's concerned with being presented with just a two-year consolidation plan. What about a three-year plan? Mr. Barlett indicated they anticipate 12 months or more to separate the bar and engine room for each station. Right now, they are focusing on the apparatus. When the day comes that the stations merge, all the apparatus is there. Brandon Basom reviewed the options presented to them by the consultant and why they are taking the steps the way they are to prepare for the merger.

Mr. Felmlee would like some time to review the Power Point and, he and Ms. Shade, commends them for the work they have done to make this happen.

George Baughman, Central Pennsylvania Chapter 791 President of Vietnam Veterans of America, is working to bring the Traveling Wall to Mifflin County at the Reedsville Playground. He is asking Council to help honor our Veteran's by donating funds to make this happen. The cost to get the wall here for five days is approximately \$16,000. Council was presented with information on where to send donations if interested.

Bids were opened for the sale of vehicles.

On a motion by Larry Searer and seconded by Mr. Felmlee, Council by unanimous vote approved awarding the bids for the following vehicles to the highest bidder:

- 2001 Smith Salt Spreader to Vega's Lawn & Landscaping for \$650
- 1980 CAT 910 Wheel Loader to Mike Veneziano for \$5,105
- 2003 International Garbage truck to Mike Veneziano for \$4,101
- 1984 Chevy truck to Zach Houp for \$324
- 1988 Chevy truck to Zach Houp for \$528

Robert Corbin is having a parking problem on Chestnut Street involving the 717 Club. He has signs placed that vehicles will be towed at owner's expense if parked in front of his overhead doors. An alleged drug dealer parks there and Mr. Corbin was informed that he has been told he cannot have someone towed. Mr. Remy says it seems like a civil matter; however, Mr. Campbell thought there was an ordinance that addressed blocking entrance ways. He's getting conflicting reports. Chief Clemens said he's never heard of this problem and Mr. Corbin should talk to him directly, not 911.

REGULAR MEETING

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-April 8, 2019
 2. Streets Meeting-April 11, 2019
 3. Law & Ordinance Meeting-April 18, 2019
 4. Special Council Meeting-April 18, 2019
 5. Finance Meeting-April 25, 2019
- B. Approval of Treasurer's Report
- C. Approval of Schedule of Bills
 1. General Borough/Specialty/Refuse/Wastewater Coll & Treatment/State Liquid Fuels
 2. G/Borough Capital w/Requisitions
- D. Acknowledge Receipt of Tax Collector's Report & Commissions
- E. Facility Use Forms Approval:

1. First United Methodist Church for 7/14/19 Block Party on Dorcas/3rd St
 2. MC Soccer Club beginning 7/1/19 various times (see facility use form for actual dates, times, and locations) contingent upon payment
 3. Lewistown Church of Christ for 6/26/19 & 6/27/19 use of Rec Park Soccer Field
 4. Lewistown Police Dept for National Night Out on 8/6/19
 5. New Life Church for Fountain Sq on 6/28, 7/19, & 8/16 contingent upon payment
 6. Sacred Heart Church for 5/24/19 use of Rec Park for their Field Day contingent upon Certificate of Liability received
- F. Approval for Hide N Seek Daycare to be charged a \$1.00 per kid for 12 kids (\$12.00 total) to swim once a week for 9 weeks
- G. Acknowledge receipt of Kish Streets Improvement Project Bid Opening Minutes
- H. Acknowledge receipt of PENNDOT letter for Lewistown Bypass Rehab
- I. Acknowledge receipt of Preconstruction Conference Minutes for Kish Creek Bridge
- J. Acknowledge receipt of Intermunicipal Meeting Minutes from 4/23/19
- K. Acknowledge receipt of letter regarding National EMS Week
- L. Acknowledge receipt of Fame Meeting Minutes 4/10/19 & Fame Response Stats 3/2019
- M. Acknowledge receipt of City Hook and Ladder 990
- N. Acknowledge receipt of letter from Senator Jake Corman
- O. Acknowledge receipt of Lab Accreditation Letter from DEP

On a motion by Larry Searer and seconded by Mr. Felmlee, Council by unanimous vote, approved the consent agenda.

REGULAR AGENDA

REPORTS

A. Treasurer

Ms. Walter presented Council with two sewer exonerations. Rupert Rapp of 11 Logan Street, Apt A was billed for 79,000 gallons at \$393.45; average consumption is 4,000 gallons. Mr. Fink confirmed there was a water leak. The owner is asking to be exonerated for 75,000 gallons in the amount of \$241.05.

On a motion by Larry Searer and seconded by Mr. Felmlee, Council by unanimous vote approved to exonerate 75,000 gallons of water in the amount of \$241.05 for 11 Logan Street, Apt A.

Deanna Briner of 807 West 6th Street was billed for 369,000 gallons of water at \$1,620.15. The average consumption over the past four quarters is 5,000 gallons; however, there is presently no one residing there. Mr. Fink confirmed there was a leak. Ms. Walter is seeking Council's approval to exonerate 364,000 gallons at \$1,539.72.

On a motion by Larry Searer and seconded by Mr. Campbell, Council by unanimous vote approved to exonerate 364,000 gallons of water in the amount of \$1,539.72 for 807 West 6th Street.

B. Code Enforcement Officer

Mr. Fink reported there were 40 violations in April. Six violations were issued for high grass and weeds, 16 for noncompliance with property maintenance code, 13 for exterior accumulation of trash, 5 for work done without a permit and no properties were condemned. There were 38 zoning permits issued, totaling \$3,516.23. There were 42 sidewalk permits issued for \$1,350. Estimated improvements totaled \$948,047 in April. The inspection fees for April were \$620. There were no LOMA letters received.

C. Fire Chief

Chief Barlett reported 44 alarms for April. The number is so high due to the big rainstorm we had a few weeks ago which had 37 calls alone due to trees being down, roofs coming off, etc. There were four out-of-town calls last month.

May 26, 2019 will be the day all three stations go around to the cemeteries to place flags on those that have served.

Shawn Markley was appointed as Assistant Fire Chief. He has over 20 years' experience with the Lewistown Fire Department. He's been an officer at United and a Captain and Lieutenant as well.

D. Mayor

Mayor Bargo had nothing to report.

E. Police Chief

Chief Clemens reported April statistics. The Lewistown Police Department had 631 calls for service, 101 traffic citations and 15 non-traffic citations. There were 955 metered tickets issued and 45 other parking tickets. \$1,339 has been generated from sweeper and street maintenance tickets.

Larry Searer expressed his appreciation for the job the Police Department is doing with the street sweeping tickets.

Civil Service testing has been completed and he will discuss that further in executive session, as well as the intern interviews.

F. Recreation Board

Ms. Hendricks was absent; however, Ms. Shade indicated there was no quorum for the last Rec Board meeting, but anything that needed addressed was on the Consent Agenda.

G. Borough Solicitor

Mr. Remy presented Council with a draft of the Recovery of Response Costs Ordinance. This allows the fire departments to recover fees for materials, equipment, personnel hours, hazardous materials for motor vehicle accidents.

Larry Searer feels no action should be taken tonight since Council did not receive the draft prior to the meeting. Mr. Remy advised Council that it will have to be re-advertised if it's not considered tonight.

Mr. Campbell was under the impression, from other meetings, that there was no legal route to this recovery; however, it states that civil action can be taken in the draft ordinance. Mr. Remy said he followed Brown Townships ordinance. A representative from Brown Township informed Council that they bill the insurance company twice and, after that, it is null and void. They do not seek the assistance of the District Magistrate or other collection agency.

After discussion, Council agreed the ordinance will be reviewed at the upcoming Law & Ordinance Committee meeting.

H. Interim Borough Manager/Secretary

Ms. Walter indicated a letter was received from the State Senate, congratulating us on receiving the Community Planning Award at a recent dinner.

Lucas Parkes informed Council that bids were opened for the upcoming Kist Street Improvement Project. Two bids were received. One was from Glenn O. Hawbaker, Inc in the amount of \$447,223.75 and Jay Fulkroad & Sons, Inc in the amount of \$575,422.34. The start date for the project is Monday, June 10, 2019. The school district is also working on the

opposite side of the street at LIS, widening the road for a bus pull-off. Work is expected to be completed the second week of August with paving to be completed the third week in August.

On a motion by Larry Searer and seconded by Mr. Campbell, Council by unanimous vote awarded the Kish Street Improvement Project to Glenn O. Hawbaker, Inc in the amount of \$447,223.75.

Ms. Walter indicated that the Borough received an appraisal from Tom Heller for 672 Valley Street for a fee of \$350. After discussion, it was agreed to send this information to Finance Committee for additional review.

Ms. Shade said there were two bids for blighted properties in the Borough; 18 & 20 Chestnut Street and 22-24 Chestnut Street. Members of Council were not aware of this. More information is needed and will be send back to Finance for discussion.

Lucas Parkes presented Council with a few security upgrades at Borough Hall, involving the Refuse Department, Codes Office and securing the second floor with a card key or a keypad for entrance. Mr. Parkes is seeking Council's approval to move forward with bidding. Mr. Sievers doesn't feel we need to do a complete remodel of the offices and asked Mr. Parkes to come back to the Finance Committee before presenting to Council.

Council sent the scheduled discussion for the location of the Police barracks back to Finance.

UNFINISHED AND NEW BUSINESS

STREETS

On a motion by Larry Searer and seconded by Mr. Felmlee, Council by unanimous vote approved the removal of handicap parking spaces at 509 Valley Street and 121 North Grand Street by Resolution.

On a motion by Mr. Campbell and seconded by Mr. Felmlee, Council by unanimous vote approved two handicap parking spaces at 39 and 41 Logan Street by Resolution.

A request was received from 110 North Walnut Street to have a "No Parking" sign placed. This will be sent back to the Streets Committee for review.

A curb and sidewalk issue at 500 South Juniata Street will be sent back to Streets Committee as well.

LAW & ORDINANCE

Mr. Campbell presented Council with the current process if you receive a parking ticket in the Borough of Lewistown. He is aware that some of the public is upset about tickets going to the Magistrate, so he is suggesting that a letter be sent after 14 days letting them know that that \$5 meter ticket is now a \$20 ticket and must be paid within 14 days or it will be forwarded to the District Magistrate. It was made clear that the Borough does not benefit if it goes to the Magistrate as we only receive the original amount of the ticket.

Chief Clemens informed Council that this will create additional work for his administrative staff as they are the only ones that have access to PennDOT information regarding plate numbers. Mr. Campbell suggested having the part-time Parking Enforcement Officer do the paperwork on their scheduled Saturday to work, eliminating Saturday parking enforcement.

Mr. Sievers wanted to know if we need all the meters that we have now. He would like that to be explored as well. Mr. Felmler recommends having Scott Brothers, meter collections, participate in the next Law & Ordinance meeting.

Mr. Sievers and Ms. Shade agree to no longer have metered parking enforced on Saturday's.

Chief Clemens doesn't have a solution; however, there were over 500 tickets that went to citation last year. It would be an administrative nightmare, and do we really want to add the burden of keeping track of all those tickets. It seems like a lot to deal with over a \$5 ticket.

After discussion, it was concluded that Scott Brothers will be invited to the next Law & Ordinance meeting to add insight on the parking meters.

On a motion by Larry Searer and seconded by Mr. Campbell, Council by unanimous vote approved the placement of a speed limit sign on West Fourth Street between Bratton Avenue and North Grand Street.

Mayor Bargo would like to have one placed on Sunset Road. She has received complaints from residents there as well. She was advised it will be investigated.

PUBLIC COMMENTS

None.

EXECUTIVE SESSION

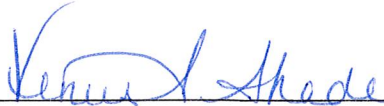
Council went into executive session at 8:00 pm for personnel reasons.
Council came out of executive session at 8:37 pm.

On a motion by Mr. Campbell and seconded by Mr. Felmlee, Council by unanimous vote approved the hiring of Mary Woods as a full-time Police Officer with the Lewistown Police Department.

On a motion by Mr. Campbell and seconded by Mr. Felmlee, Council by unanimous vote approved the hiring of two police interns for the summer.

On a motion by Mr. Campbell and seconded by Mr. Felmlee, Council by unanimous vote approved Dianna Walter as the Interim Borough Manager/Secretary, compensating her with the normal salary for that position currently.

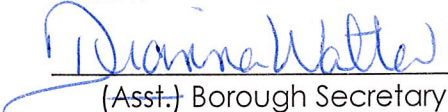
The meeting adjourned at 8:39 pm.



(Vice) President, Lewistown Borough Council

(Seal)

ATTEST:



(Asst.) Borough Secretary