

Borough Council Meeting

November 13, 2024

LEWISTOWN MUNICIPAL BUILDING COUNCIL CHAMBERS

The Council meeting opened at 5:30 PM with Borough Council President Matthew Moore presiding. The Pledge of Allegiance was recited by all present.

Prayer

Roll Call

Steve Knudson, Jim Steele, Lisa Knudson, Scott Gutshall, Robert Barlett and Matt Moore were all present. Larry Searer was absent. Junior Council members Leanne Weaver and Ava Kelly were present.

Hearing of Person's Present:

Randy Cutshall, of South Grand Street, spoke about the number of cats roaming the town. He asked Borough Council to consider contracting with a veterinarian to possibly help with the issue in a humane manner. Mr. Cutshall also asked Council to investigate a way to manage the E-bikes riding in and out of traffic and riding on the sidewalks. Mr. Moore stated Council would take those issues to the Law and Ordinance Committee.

Charles Lindeen, of Bratton Avenue, asked Council to investigate the "Bags without Tags" billing. Mr. Lindeen stated he has neighbors adding bags to his garbage and he is left to incur those costs. He asked Council to consider changing to a flat fee .

Steve Arentz, a Lewistown resident, addressed Council about the Safe Night Trick or Treat. Mr. Arentz suggested having Market Street blocked off from traffic for future Safe Night events to help protect the children and parents. Mr. Arentz then started to talk about the recent election night. Mr. Arentz was then asked to step away from the podium due to inappropriate language. He continued to cause a disturbance and was escorted by the police out of the meeting and building.

CONSENT AGENDA**

The following are routine, procedural, and informational non-controversial items and do not appear to require discussion or explanation prior to the 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: October 9th Meeting Minutes
- b. Approval of Treasure's Report: as of October 31st, 2024
- c. Approval of Schedule of Bills: \$1,363,529.13
- d. Facility Use Requests:
 - i. Downtown Festival of Ice (12/5 – 12/6)
 - ii. Kiwanis Christmas Parade (12/7)
- e. Acknowledge receipt of Fame Meeting Minutes.
- f. Acknowledge receipt of Tax Collector's Report
- g. Acknowledge receipt of Department Reports

On a motion by Mr. Barlett and seconded by Mrs. Knudson, Council voted 6-0 to approve the consent agenda. Mr. Searer was absent from the meeting.

Fire Chief

Chief Douglas stated that City Hook & Ladder responded to 30 calls for service, 22 in town and 8 out of town in October. They responded to 4 fires, 5 medical assists, 3 motor vehicle accidents, 5 automatic fire alarms, 2 gas odors, 2 local alarms, 1 carbon monoxide, 3 brush fires, 2 transfers, and 2 police assists. Heritage responded to 22 calls for service, 19 in town and 3 out of town. They responded to 4 fires, 3 medical assists, 2 motor vehicle accidents, 5 automatic fire alarms, 3 gas odors, 1 local alarm, 1 carbon monoxide, 1 spill, 1 transfer and 1 public service.

Chief Douglas stated both fire departments attended a training session on a Mayday call.

Chief Douglas said members attended EVOG (Emergency Vehicle Operator Course) training which is required to operate apparatus in the state of Pennsylvania.

Chief Douglas stated that the boat at City Hook and Ladder is in service. He stated that the builders took members out on the river.

Chief Douglas stated he will be out of service from November 24th through December 8th.

Chief Douglas addressed Council on purchasing department patches. Chief Douglas stated they would cost \$3.31 per patch. He requested the ability to purchase 100 patches for a total of \$331.00 plus a \$20.00 set up fee. These patches would be distributed to each station.

On a motion by Mr. Barlett and seconded by Mrs. Knudson, Council voted 6-0 to approve the purchase of the Fire Department patches for \$351.00. Mr. Searer was absent from the meeting.

Mr. Barlett stated that he would like to reimburse the Borough for the cost of the patches.

Mayor

Mayor Bargo discussed the Veterans Day celebration at the courthouse. Mayor Bargo stated it was well attended. Mayor Bargo said the guest speaker was Air Force veteran Ed Mann.

Mayor Bargo reminded everyone of the Ice Festival coming up on Thursday, December 5th and Friday, December 6th. She said Saturday, December 7th is the Kiwanis Pancake Festival and the Kiwanis Parade.

Police Chief

Chief Clemens stated the police had 405 calls for service in October. They had 92 traffic citations, 39 non-traffic, 36 warnings, and 5 DUI arrests. Chief Clemens stated there were \$6,270 worth of parking tickets written and \$3,660 was collected. Chief Clemens stated there are 5 active drug investigations, 5 new investigations, 1 undercover buy, 4 felony arrests, 2 misdemeanor arrests, 3 search warrants, 4 grams of methamphetamine and 1.5 grams of crack cocaine seized, 2 arrests for Megan's Law violations, and 1 arrest

for a PICS (Pennsylvania Instant Check System) denial. Chief Clemens stated this is for someone who is not allowed to purchase a firearm.

Chief Clemens reminded everyone that they are posting every Friday on their Facebook page a weekly police blotter to inform everyone in more detail of what the Officers are doing throughout the week.

Chief Clemens stated the Fill-A-Cruiser event is on December 13th from Noon to 6PM at the Giant Grocery Store on South Dorcas Street.

Chief Clemens also wanted to remind everyone that the suspension of Street Sweeping is Sunday, November 24th.

Chief Clemens would like to add the resolution of support for the LSA K9 grant to the agenda for Council approval.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve adding the resolution for support for the LSA K9 grant to the agenda. Mr. Searer was absent from the meeting.

On a motion by Mr. Gutshall and seconded by Mr. Barlett, a roll call vote was taken, and Council Voted 6-0 to approve the resolution of support for the LSA K9 grant. Mr. Searer was absent from the meeting.

Bob Barlett	Yes
Steve Knudson	Yes
Mr. Moore	Yes
Larry Searer	Absent
Jim Steele	Yes
Scott Gutshall	Yes
Lisa Knudson	Yes

Borough Solicitor

Mr. Remy discussed the changes to the Chapter 24 Fire Department ordinance. Mr. Remy stated the biggest change is to the selection process for a new Fire Chief. Mr. Remy stated it would abolish the screening committee and allows Council to appoint the new Chief of the Fire Department after appropriate advertisement. It also would be for the Chief to approve all equipment purchases more than \$5,000.00 and a monthly financial report needs to be submitted to the Chief from each station.

Mr. Moore stated this ordinance has been hanging for over a year. Mr. Moore stated we need to approve this for advertising so that it can be adopted, current applications can be reviewed and have the position filled full-time before the end of the year.

On a motion by Mr. Barlett and seconded by Mr. Gutshall, Council voted 6-0 to approve advertising the updates to the Chapter 24 Fire Department ordinance . Mr. Searer was absent from the meeting.

Borough Manager:

a. LSA Grant- Awarded \$300,000 for Stormwater CCTV

Mr. Fink stated this would go towards stormwater portion of the DEP Consent order to clean and televise the stormwater drains. Mr. Fink stated this money will be used for most of the Edgewater Basin and, depending on cost, lead us towards the west end of town. Mr. Fink stated the Borough would then look to obtain more grant money to complete that portion of the consent order.

b. North Pine/ North Walnut Alley Paving Discussion- SLF (State Liquid Fuel Funds)

Mr. Fink stated he would be speaking with Ben Rager to look at a few other alleys to look at spring paving. This would utilize SLF funds. Mr. Fink stated he received a quote \$35,000 for North Pine/North Walnut. He stated this was roughly 700 feet at a cost of roughly \$50.00 a foot. These could be spring projects.

c. 2025 Meeting Time/Date Discussion

Mr. Fink discussed the idea of condensing meetings into two monthly meetings. Mr. Fink distributed a tentative schedule. Mr. Fink stated the plan would be 1st and 3rd Monday of every month. Council then discussed time. The consensus was 1st and 3rd Monday at 4:30 PM. Mr. Fink stated he would add it to the next meeting for approval.

Important Dates:

a. Thanksgiving Day- November 28th and Borough Hall will be closed.

Mr. Fink stated there is a meeting with GSL and PennVest next week. Tuesday evening, we will be speaking with Derry Twp. to shore up our 1982 Agreement. Mr. Fink stated they are waiting for a DEP permit so that the digester and roof can be sent out to bid.

New Business: Consideration of Approvals

a. Recommend approval to advertise Chapter 24 Ordinance.

Discussed and approved for advertising earlier in the meeting.

b. Recommend approval for a decorating committee to “Deck the Downtown” with Christmas decorations.

Mr. Fink stated he was approached by Brittany Hall to decorate the downtown area for Christmas.

c. Recommend approval to fix the Street Sweeper at a cost of \$5,416.70.

d. Recommend approval for authorization of Borough Manager/Treasurer to work with GSL Consulting on Grant Funding Options.

Mr. Fink stated this is to ask for approval for Somer Weiss and myself to work with GSL on grant funding options.

e. Recommend approval to contract with Imagitech Consulting for Accufund.

Mr. Fink stated this is Mr. Fosselman. He is helping to clean up some items in Accufund.

f. Recommend approval for the 2025 Holiday & Recycling Schedule.

- g. Recommend approval to consult with Cohen Law for Comcast Audit and Negotiations for a new 10-year contract at a cost of \$12,580.00.**

Mr. Fink stated the \$12,580.00 is a 15% discount if we have them do both. Mr. Remy stated the Borough has worked with Cohen Law for at least the last 2 possibly 3 Comcast negotiations and recommended to keep them on this contract.

- h. Recommend approval to approve IFS as our electrical supplier for a 33-month contract at \$0.07750 per KWH beginning in March of 2025.**

Mr. Fink stated the prices have gone up slightly. Mr. Fink stated he may not lock it in at this cost, but he may wait to see if the price decreases before signing the contract. Mr. Fink stated we have the ability to blend/extend our contract if prices or situations change or warrant it.

On a motion by Mr. Gutshall and seconded by Mr. Steele, Council voted 6-0 to approve agenda items B through H. Mr. Searer was absent from the meeting.

- i. Recommend approval for the sale of 22 Ridge Road property via sealed bids.**

On a motion by Mr. Barlett and seconded by Mr. Gutshall, Council voted 6-0 to approve the sale of 22 Ridge Road Property via sealed bid. Mr. Searer was absent from the meeting.

- j. Recommend approval for the sale of the Bingaman Property via sealed bids and or public auction.**

Mr. Fink asked if Council wanted to include a minimum for the sale of the Bingaman Property. Council agreed that they wanted a minimum of \$50,000.00 for the property.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve amending the agenda to include a minimum bid of \$50,000 in the advertisement for the sealed bid sale of the Bingaman Property. Mr. Searer was absent from the meeting.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve the sale of the Bingaman Property via sealed bid with a minimum bid of \$50,000. Mr. Searer was absent from the meeting.

- k. Recommend approval for a letter of support for the Embassy Theatre for an LSA Grant Application.**
- l. Recommend approval for a letter of support for the City Hook and Ladder for an LSA Grant Application.**

Mr. Fink stated he has K and L as a letter of support but according to Jim Zubler they are resolutions. Mr. Zubler then stated the Embassy Theatre and City Hook and Ladder are unable to submit applications for LSA grants. He asked Council to approve submitting the grants under the Boroughs name for both the Embassy Theatre and City Hook and Ladder. He stated both agencies would reimburse the Borough for each 100.00 processing fee.

On a motion by Mr. Barlett and seconded by Mr. Gutshall, Council voted 6-0 to approve amending the agenda to change it from a letter of support to a resolution and for the Borough to submit LSA Grant applications for the Embassy Theatre and City Hook and Ladder with both \$100.00 processing fees to be reimbursed. Mr. Searer was absent from the meeting.

On a motion by Mr. Barlett and seconded by Mr. Gutshall, Council voted 6-0 to approve both resolutions to proceed with both LSA Grant submissions. Mr. Searer was absent from the meeting.

- m. Recommend approval for Borough Hall closure on Friday, November 29, 2024 (Day after Thanksgiving).

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve the closing of Borough Hall on Friday, November 29th. Mr. Searer was absent from the meeting.

Executive Session Started: 6:15 PM

Executive Session Ended: 6:51 PM

Unfinished Business

1. Abolishment of the HR/Community Coordinator Position.

On a motion by Mr. Barlett and seconded by Mr. Gutshall, Council voted 6-0 to approve adding the abolishment of the HR/Community Coordinator position to the agenda. Mr. Searer was absent from the meeting.

On a motion by Mr. Barlett and seconded by Mr. Gutshall, a roll call vote was taken, and Council Voted 5-1 to approve abolishing the HR/Community Coordinator Position. Mr. Steele voted against the motion. Mr. Searer was absent from the meeting.

Bob Barlett	Yes
Steve Knudson	Yes
Mr. Moore	Yes
Larry Searer	Absent
Jim Steele	No
Scott Gutshall	Yes
Lisa Knudson	Yes

Mrs. Knudson took a moment to thank Mr. Fink for his hard work in his first 6 weeks on the job.


Council Ended: 6:53 PM



(Vice) President, Lewistown Borough Council

(Seal)

ATTEST:



(Asst.) Borough Secretary