

Borough Council Meeting

December 30, 2024

LEWISTOWN MUNICIPAL BUILDING COUNCIL CHAMBERS

The Council meeting opened at 4:00 PM with Borough Council President Matthew Moore presiding. The Pledge of Allegiance was recited by all present.

Prayer

Roll Call

Steve Knudson, Larry "Heavy" Searer, Robert Barlett, Jim Steele, and Matt Moore were all present. Scott Gutshall attended via telephone at 4:08 PM. Lisa Knudson was absent. Mayor Deb Bargo was present. Junior Council members Leanne Weaver and Ava Kelly were absent.

Hearing of Person's Present: Agenda Related Items: N/A

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:
 - 1. December 11th Council Meeting
- b. Approval of Treasure's Report: N/A
- c. Approval of Schedule of Bills: N/A
- d. Facility Use Requests: N/A
- e. Acknowledge receipt of Fame Meeting Minutes: N/A
- f. Acknowledge receipt of Tax Collector's Report: N/A
- g. Acknowledge receipt of Department Reports: N/A

On a motion by Mr. Steele and seconded by Mr. Searer, Council voted 5-0 to approve the consent agenda. Scott Gutshall was late to the meeting and did not vote on this motion. Lisa Knudson was absent from the meeting.

Fire Chief: N/A

Mayor

Mentioned that the Fill-a-Cruiser event was a success. Mother Hubbard's Cupboard has already sent a thank you note.

Police Chief: N/A

Borough Solicitor

a. Tax Ordinance

Mr. Remy stated the new tax ordinance has been advertised and is ready for adoption. He stated the Real Estate tax is 13.859 mills, Light Tax is .734 mills, Fire Tax is 2.617 mills, and the EMS tax is .242 mills. Mr. Remy also stated there is a 2% discount for early payment and a 10% penalty for late payments.

Borough Manager: N/A

Important Dates:

- a. New Year's Eve- Borough Hall Closure at Noon/Recycling Yard 10AM
- b. New Year's Day- All Borough Buildings will be closed. Happy New Year!

New Business: Consideration of Approvals

- a. Recommend approval to adopt the 2025 Tax Ordinance as advertised.

On a motion by Mr. Steele and seconded by Mr. Knudson, a roll call vote was taken, and Council Voted 5-0 to approve the 2025 Tax Ordinance with Real Estate set at 13.859 mills, Lighting tax at .734 mills, Fire Department at 2.617 mills and the EMS tax raised to .242 mills. Mr. Gutshall and Lisa Knudson were absent.

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

- b. Recommend approval to adopt the 2025 Budget as advertised.

On a motion by Mr. Barlett and seconded by Mr. Steele, a roll call vote was taken, and Council Voted 5-0 to approve the 2025 Budget as it was advertised. Mr. Gutshall and Lisa Knudson were absent.

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

c. Recommend approval for the 2025 Cost and Fee Schedule.

Mr. Fink this was updated to reflect the change in cost for Skills Game fees. They were changed from \$175.00 to \$500.00 per machine. Mr. Fink stated that after speaking with Mr. Remy, Borough Council can already waive license fees per Ordinance 83-5.

On a motion by Mr. Steele and seconded by Mr. Barlett, a roll call vote was taken, and Council Voted 5-0 to approve the 2025 Cost and Fee Schedule with the Skills Machine change to \$500.00 per machine. Mr. Gutshall and Lisa Knudson were absent.

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

d. Recommend approval of the Sewer Rate Adjustment effective for the January 1st billing.

Mr. Remy stated the Sewer Rate Ordinance was advertised and the rates would be a flat fee of \$105.93 and a charge of \$6.60 per 1,000 gallons over.

On a motion by Mr. Steele and seconded by Mr. Knudson, a roll call vote was taken, and Council Voted 3-2 to approve the 2025 Sewer Rate Ordinance with a flat fee of \$105.93 and a charge of \$6.60 per 1,000 gallons over. Mr. Moore and Mr. Searer voted against the motion. Mr. Gutshall and Lisa Knudson were absent.

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

e. Recommend approval for Street Sweeper Repairs (\$5,302.91).

Mr. Fink stated Council already approved \$5,000 to repair the shaft of the blower motor. Once they were able to assess the Street Sweeper, they realized that it was the shaft and the fan. Originally, they quoted \$20,000.00 to replace the fan but the final quote came in at \$5,302.91. This request is to replace the fan, and it would be paid out of State Liquid Fuels.

Mr. Gutshall called into the meeting at 4:08 PM.

On a motion by Mr. Steele and seconded by Mr. Barlett, Council voted 6-0 to approve the repairs to the Street Sweeper at a cost of \$5,302.91 with the funds coming from the State Liquid Fuels account. Lisa Knudson was absent from the meeting.

f. Recommend approval for the updated 2025 Community Center Contract.

Mr. Fink stated he met with some members of the community, and they are concerned about the \$20.00 vendor fee. They stated they do not charge the vendors a lot to participate in the event and organizers have other costs associated with the event that they pay for out of the money collected from the vendors. Mr. Fink stated the Sip & Shop event is one example. He stated they might have a face painter, balloon artist, and a DJ at the event and the person organizing the event pays for those expenses. Mr. Fink stated he did not think it was worth potentially losing the events to a surrounding Municipality for the small amount of money that would be collected. He recommended we move forward with the Community Center Contract without the \$20.00 vendor fee. Mr. Fink stated the cost for rentals would be \$200.00 for the activity room and \$675.00 for the entire building. Mr. Searer asked if this means we are keeping the Community Center running and Mr. Fink stated yes it would stay open. Mr. Fink stated he already has 20 to 25 events already scheduled for 2025. Mr. Gutshall had concerns about not collecting Transient License fees for these events but charging others. Mr. Steele asked if any analysis was done to see what that building costs per day. Somer Weiss stated we would have needed to charge 3 times the rate to breakeven but if it was rented more often that would bring that down.

On a motion by Mr. Barlett and seconded by Mr. Knudson, Council voted 5-1 to table the motion until the next meeting. Mr. Searer voted against the motion. Lisa Knudson was absent from the meeting.

Public Comment (Non-Agenda items)

Deb Peffer asked where the Cost and Fee Schedule can be found. We advised her that it would be on the Borough website.

Executive Session Started: 4:19 PM

Executive Session Ended: 4:31 PM

Unfinished Business

a. Employee Termination

On a motion by Mr. Steele and seconded by Mr. Knudson, Council voted 6-0 to add the termination of an employee to the agenda. Lisa Knudson was absent from the meeting.

Mr. Searer asked if we were going to fill the position. Mr. Fink stated we would not be replacing the mechanic position, but he would recommend we replace the retirement position at the Wastewater treatment plant. Mr. Steele asked if we could fill the position on a part-time basis and Mr. Fink stated he thought to be an open inspection agency, and full-time hours need to be posted.

On a motion by Mr. Barlett and seconded by Mr. Knudson, a roll call vote was taken, and Council voted 5-1 to approve the termination of the employee discussed in executive

meeting effective January 3, 2025. Mr. Searer voted against the motion. Lisa Knudson was absent.

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

Council Ended: 4:40 PM



(Vice) President, Lewistown Borough Council

(Seal)

ATTEST:



(Asst.) Borough Secretary