

# Borough of Lewistown Council Meeting

Matthew Moore, Council President  
Robert Barlett, Council Vice President  
Scott Gutshall  
Lisa Knudson  
Steve Knudson  
Larry "Heavy" Searer  
Jim Steele



Lewistown Borough Building  
2 East Third Street  
Lewistown, PA 17044

Telephone: (717) – 248 - 1361

Tyler Fink – Borough Manager

## AMENDED AGENDA

### April 7<sup>th</sup>, 2025

### 4:30 PM

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- I. Call Council Meeting to Order
- II. Pledge of Allegiance
- III. Prayer
- IV. Roll Call
  
- V. Treasurer's Report
  - a. Balance Summary Sheet
  
- VI. Committee Work Session:
  - a. Finance Discussion
    - i. Fire Truck Loan Options
    - ii. Sewer / Refuse Delinquency Status / Shut Off Notices
    - iii. Grant Opportunities
    - iv. Digester Project Bids
  - b. Street/Parking Discussion
    - i. North Plaza Lot
    - ii. Street Sweeping
  - c. Law and Ordinance Discussion – N/A
  - d. Rec Board Discussion – N/A
  
- VII. Amendments to the Council Agenda
  - a. Recommend approval to amend the agenda letters f & g to \$7600.00 (letter f) and \$1,309,300 (letter g) .
  - b. Recommend approval to amend the agenda to add authorization for borough administration to sign documents related to the lease of the Fire Truck contingent on Heritage Fire Company signing documents.

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## VIII. Public Comment:

The first Public Comment is for agenda related items. You will be limited to a 3-minute time limit and must state your name and living address to address council.

1. Lynda Long

## IX. Consent Agenda

- a. Approval of Minutes: March 3<sup>rd</sup> (Council), March 17<sup>th</sup> (Council), April 2<sup>nd</sup> (Special Council)
- b. Approval of Schedule of Bills:
- c. Facility Use Requests:
  - i. Kid Connection – Rec Park
  - ii. Friends of the Embassy Concert
- d. Approval of the receipt of the Tax Collector Report
- e. Approval of the receipt of the Department Reports

## X. Fire Chief Report (1<sup>st</sup> Meeting of the Month)

## XI. Mayor Report (2<sup>nd</sup> Meeting of the Month)

## XII. Police Chief Report (2<sup>nd</sup> Meeting of the Month)

## XIII. Borough Solicitor

## XIV. Borough Manager Report

## XV. New Business: Consideration of Approvals

- a. Recommend approval of Resolution 2025 – 2 to enact temporary signage Parking by Permit Only in the North Plaza Lot.
- b. Recommend approval of Resolution 2025 – 3 for the Mifflin County 2025 Hazard Mitigation Plan.
- c. Recommend approval to accept the ordinance changes as advertised: Chapter 55.
- d. Recommend approval to proceed with obtaining bids for Alley Paving between N. Pine and N. Walnut to be paid out of State Liquid Fuels as budgeted.
- e. Recommend approval for Varec Biogas Field Service and Spares to conduct preventative maintenance and replace parts on the WWTP Methane System at a COSTARS cost of \$24,335.00 to be paid out of WWTP

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- f. Recommend approval to replace 9 Surge Protection Modules at the WWTP at a cost of \$7,600.00 to be paid out of WWTP
- g. Recommend approval to award J.P. Environmental, LLC for the Anaerobic Digester / Mixing System bid (Contract # 2025-WWTP-01-General) at a cost of \$1,309,300 to be paid out of WWTP Capital.
- h. Recommend approval to award LEZ Electric for the electrical work at the WWTP (Contract # 2025-WWTP-02-Electrical) at a cost of \$88,581.00 to be paid out of WWTP.
- i. Recommend approval to authorize administration to sign documents for the lease of the fire truck contingent on the signature of documents from Heritage Fire Company.

XVI. Public Comment: (Non-Agenda Items)

XVII. Executive Session

- a. Personnel
- b. Legal

XVIII. Unfinished Business

- a. Recommend approval to hire Employee A for the Administrative Secretary position.
- b. Recommend approval to hire Employee B as a Police Officer, pending additional testing.

XIX. Adjournment

**REMINDER:  
STREET SWEEPING WILL BEGIN ON  
SUNDAY, APRIL 13TH**