

Borough Council Meeting Minutes

March 17th, 2025

LEWISTOWN MUNICIPAL BUILDING COUNCIL CHAMBERS

The Council meeting opened at 4:30 PM with Borough Council President Matthew Moore presiding. The Pledge of Allegiance was recited by all present.

Prayer

Roll Call

Robert Barlett, Scott Gutshall, Lisa Knudson, Stephen Knudson, Larry “Heavy” Searer, Jim Steele and Matt Moore were all present. Mayor Deb Bargo was present. Junior Council member Leanne Weaver.

Committee Work Session:

1. Finance Discussion – N/A

2. Street/Parking Discussion – N/A

3. Law & Ordinance Discussion

- Mr. Fink discussed that a lot of ordinances need to have minimum and maximum fines added to them. He asked Mr. Remy if there is a simpler way of adding this to them. Mr. Remy stated unfortunately, you need to go ordinance by ordinance but can create an omnibus ordinance to make a lot of changes to multiple ordinances at one time. Mr. Fink will continue to work with Codes to make these changes in the needed ordinances for the magistrate’s office.
- Mr. Fink discussed what changes to the current ordinance will need to take place for parking by permit signage to be added to the North Plaza Lot. Mr. Remy stated that we could do a 90-Day Trial Resolution as a way to get it started and then will make the necessary changes.
- Mr. Fink asked Katelyn to discuss briefly about Chapter 160-Sound Amplification. She explained that this is not used a lot but it is for individuals who may be on a street corner with signs promoting their views. She is just asking for an application to be created to help streamline a process of who is actually doing this in our streets. The council was agreeable to creating an application for tracking purposes.
- Mr. Fink stated that the Chapter 200 Solid Waste discussion would happen later. More internal discussions will take place soon.

- Mr. Fink asked Katelyn to share what changes were being proposed for Rec Board. She shared about moving those meeting times to directly follow the Council Meeting after the second meeting of the month. These changes will be voted on at the April 7th meeting after being advertised.
- Mr. Remy stated that he had received no feedback from the LPA attorney and that he will need authorization for Council President to sign the appropriate documents to finalize the LPA transfer.

4. Rec. Board Discussion –

- Mr. Fink stated that we would begin to advertise for the 2025 Lifeguards. We have had a lot of interest already in those wanting to be a lifeguard.
- Mr. Fink had discussed possible pool rates for the PV and JV Swim teams for the summer 2025 pool teams. This discussion will continue with them in hopes of getting a total amount that is feasible for all parties involved. They will be using the pool 3 days per week with PV using it in the morning and JV using it in the evenings. They will allow swimmers from both teams to attend either practice times.
- Mr. Fink asked Katelyn to briefly discuss the Pool Opening Day Event. She shared that they are working on a vendor event along with other activities that will be happening in the park that day.

5. Fire Truck Funding Options –

- Mr. Fink shared some additional options and loan rates for the funding of the Fire Truck. These were all from banks/lease companies who have provided numbers. Council is looking at an annual payment plan for 10 years and need to now decide where the best interest rates are. Mr. Remy made mention about looking at whether or not the Borough needs to conduct Debt Proceedings for the purchase of the truck since it will be going in the Borough's name now. He will contact the attorney's that take care of that and set up a call to determine what is needed.

Amendments to the Council Agenda:

1. Recommend approval to amend the agenda to add the advertisement of Chapter 55 changes for approval at the April 7th meeting.

On a motion by Mrs. Knudson, and seconded by Mr. Gutshall, council voted to add the advertisement of Chapter 55 changes for approval to the agenda.

2. Recommend approval to amend the agenda to authorize Matthew Moore to sign the LPA Documents.

On a motion by Mrs. Knudson, and seconded by Mr. Steele, Council voted 6-1 (Heavy – No) to amend the agenda for authorization for Matthew Moore to sign LPA Documents.

3. Recommend approval to amend the agenda for permission to have the Summer Kick Off Event for the Pool.

On a motion by Mrs. Knudson and seconded by Mr. Steele, Council voted 6-1 (Heavy – No) to amend the agenda and add permission for the Summer Kick Off Event for the pool.

Hearing of Person's Present: Agenda Related Items: Daniel Ritter

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: N/A

b. Approval of Treasurer's Report: N/A

c. Approval of Schedule of Bills: N/A

d. Facilities Use Requests:

Sacred Heart School Street Fair, Benefit Fundraiser Event – Rec Park Pavillions.

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. Gutshall, Council voted 6-1 (Heavy – No) to approve the consent agenda.

Fire Chief Report: N/A

Mayor Report: Mayor Bargo shared about some items she has been working on and what is happening in the county. The chamber is working on setting up some 250 PA Events for America's Birthday. There will be a townhall on 3/24 for those interested in attending. She is looking to bring back the Chip Drop to Lewistown this year. She talked with Hartley's and they still have the bag for the drop.

Police Chief: The police chief gave his statistics of the department for the past month.

Borough Solicitor: Mr. Remy stated he had nothing to discuss.

Borough Manager:

- **Stormwater Cleaning and Televising Update:** Mr. Fink stated that USG will be in the East end of town to begin to clean and televise the Storm Sewer. This is being paid for through a LSA Grant.
- **Digester Project Update:** The project is out to bid and the bids will be opened on 4/3/25 at 11 AM in the council chambers.
- **Street Sweeping Cleaning:** Street Sweeping will begin on Sunday April 13th.

New Business: Consideration of Approvals

1. Recommend approval of Resolution 2025-1 to enact a temporary signage to create a 1-way Alley next to City Hook and Ladder.

On a motion by Heavy Searer and seconded by Mr. Barlett, council voted 7-0 to approve the Resolution 2025-1 for a 1-Way Alley.

2. Recommend approval to accept the ordinance changes as advertised: Chapter 233-31, 233-34, 110-15, 212-38, and 192-6.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 7-0 to approve the changes as advertised for the above ordinances.

3. Recommend approval to pay GSL Consulting firm 12% of the \$500,000 awarded for Sewer Funding.

On a motion by Heavy Searer and seconded by Mr. Gutshall, council voted 7-0 to approve paying GSL 12% of the \$500,000 for Sewer Funding.

4. Recommend approval to accept the resignation of Rebecca Metz from the Cleaning services for the Lewistown Police Department.

On a motion by Heavy Searer and seconded by Mr. Gutshall, council voted 7-0 to approve to accept the resignation of Rebecca Metz from the cleaning services at LPD.

5. Recommend approval to enter into agreement with Nu-Visions for the cleaning of the Lewistown Police Department at a cost of \$461.51 per month. This contract will run through the end of 2025.

On a motion by Mr. Barlett and seconded by Mr. Steele, Council voted 6-1 (Mr. Moore – No) to approve a contract with Nu-Visions for cleaning the LPD.

6. Recommend approval to replace the laptop in the Camera Van and update the software programming at a Co-Stars cost of \$6,260.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 7-0 to purchase a new laptop and update software for the Camera Van at a cost of \$6,260.

7. Recommend approval to advertise for 2025 Pool Season Lifeguards.

On a motion by Mrs. Knudson and seconded by Mr. Gutshall, Council voted 7-0 to advertise for lifeguards for the 2025 season.

8. Recommend approval to exonerate Parcel No. 04,04-0284-001 from collecting 2024 Delinquent County/Borough Real Estate tax bill due to mobile home being removed.

On a motion by Mr. Gutshall and seconded by Mrs Knudson, Council voted 7-0 to exonerate the Parcel from collecting 2024 County/Borough Tax.

9. Recommend approval to exonerate Parcel No. 04,04-0100-017 from collecting 2024 Delinquent County/Borough Real Estate tax bill due to mobile home being removed.

On a motion by Mr. Gutshall and seconded by Mrs Knudson, Council voted 7-0 to exonerate the Parcel from collecting 2024 County/Borough Tax.

10. Recommend approval to advertise to advertise the Chapter 55 changes.

On a motion by Mrs. Knudson and seconded by Heavy Searer, Council voted 7-0 to advertise the Chapter 55 Changes.

11. Recommend approval to authorize Matthew Moore to sign documents for the LPA.

On a motion by Mrs. Knudson and seconded by Mr. Gutshall, Council voted 6-1 (Heavy – No) to authorize Mr. Moore to sign documents for the LPA.

12. Recommend approval to advertise the Kick Off to Summer Event for the pool.

On a motion by Mrs. Knudson and seconded by Mr. Gutshall, Council voted 7-0 to advertise the Kick off to Summer Event at the pool.

Public Comment: Non-Agenda Items - NONE

Executive Session Started: 6:10 PM

Executive Session Ended: 6:35 PM

Unfinished Business:

1. Recommend approval to increase the Parking Meter Enforcement Officers hourly wage to \$15.00.

On a motion by Mr. Barlett and seconded by Mr. Steele, Council voted 6-0 (Heavy left early) to increase the Parking Enforcement pay to \$15.00 per hour.

Council Ended: 6:37 PM

(Vice) President, Lewistown Borough Council

(Seal)

ATTEST: _____

(Asst.) Borough Secretary

