

Borough Council Meeting Minutes

March 3rd, 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.

Treasurer’s Report: The treasurer presented the Treasurer's report, highlighting the positive financial direction with year-over-year improvements. The refuse and wastewater collections were discussed, and it was noted that the General borough is recovering from a two-year dip. A balance summary sheet was provided to the council for review.

Committee Work Session:

1. Finance Discussion –

- Mr. Fink expressed to the council that the Borough’s State Liquid Fuel Reimbursement of \$218,948.04 was received for the State Liquid Fuels account for the year.
- Mr. Fink discussed the need for maintenance on the street sweeper, which is a 5-year-old machine. The repairs are estimated to cost around \$5800, and Mr. Fink recommended fixing it before the street cleaning season starts to avoid potential issues. Street cleaning is set to begin on Sunday April 13th.
- Mr. Fink and Somer reviewed the billing delinquency reports, noting that the percentage of on-time payments has decreased. It was discussed the challenges of tracking payments as this is a moving target with reoccurring bills being added to their accounts and the plan to send out delinquency letters and shutoff notices for overdue accounts.
- Mr. Fink provided an update on various grant funding opportunities, including the LSA application, boat launch project, and potential sewer project funding. The goal is to secure \$1.5 million in grant money for the year 2025, with \$600,000 already secured.
- Mr. Fink discussed the pool concession RFP, suggesting reaching out to local businesses and food trucks to gauge interest. The goal is to have a concession stand or food truck

available for the summer season, with a budgeted revenue of \$3000. An RFP will be advertised on Social Media and the Borough website.

- Mr. Fink asked Mr. Gutshall to update the council on the fire truck funding, discussing the financing options for the \$1.623 million ladder truck. The fire ad hoc committee will meet to discuss the best options, including a large down payment and a low-interest state loan.
- Mr. Fink updated the council on the Penn Valley swim team's interest in using the pool. They proposed three payment options: paying per day, per swimmer, or running the concession stand during home meets. The final decision will depend on the number of swimmers. Mr. Fink will work with them to come up with a price for the usage of the pool this summer.
- Mr. Fink asked Lucas (EADS) to provide an update on the digester roof and grinder pump system project. The pre-bid meeting is scheduled for next week, and the goal is to have the roof installed and the system operational by winter.
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2. Street/Parking Discussion

- Mr. Fink proposed removing 24 meters in the North Plaza lot and replacing them with parking by permit only signs. This change aims to recycle the meters for street use and reduce maintenance costs. Mr. Remy will work on getting a temporary Resolution together for that lot. It will be a 90-Day Trial before making it permanent.

3. Law & Ordinance Discussion – N/A

4. Rec. Board Discussion – N/A

Amendments to the Council Agenda:

Hearing of Person's Present: Agenda Related Items: NONE

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: February 18th (Council), Feb. 25th (Rec Board Minutes)

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

c. Approval of Schedule of Bills: N/A

d. Facilities Use Requests:

Mifflin County Soccer Club

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 Mrs. Knudson, Council voted 7-0 to approve the consent agenda.

Fire Chief Report: Chief Douglas requested making the alleyway between the city building and N Pine one-way to improve safety. The council will consider enacting temporary traffic regulations and amending the traffic ordinance if necessary. Mr. Remy will work on a temporary Resolution, and it will be a 90-Day Trial.

Mayor Report: N/A

Police Chief: N/A

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

Borough Manager: Nothing additional to report at this time.

New Business: Consideration of Approvals

1. Recommend approval for the quarterly allocations for City Hook and Ladder in the amount of \$11,250.00

On a motion by Mr. Barlett and seconded by Mr. Steele, Council voted 7-0 to approve the quarterly allocation for City Hook and Ladder.

2. Recommend approval for the quarterly allocations for Heritage Fire Company in the amount of \$11,250.00.

On a motion by Mr. Steele and seconded by Mr. Gutshall, Council voted 7-0 to approve the quarterly allocation for Heritage Fire Department.

3. Recommend approval for the quarterly allocation for FAME EMS for \$6,000.00.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 7-0 to approve the quarterly allocation for FAME EMS.

4. Recommend approval of the clothing allowance of \$8,250 per CBA.

On a motion by Mr. Steele and seconded by Mrs. Gutshall, Council voted 7-0 to approve the clothing allowance of \$8,250 per the CBA.

5. Recommend approval of the maintenance to the Street Sweeper in the amount of \$5,838.83 to be paid out of State Liquid Fuels account.

On a motion by Mr. Barlett and seconded by Mr. Gutshall, Council voted 7-0 to approve the maintenance to the Street Sweeper in the amount of \$5,838.83.

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

This item was tabled until the March 17th Meeting.

7. Recommend approval to enter into agreement with GSL Consulting for assistance with the Sewage Facilities Grant through DCED.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 7-0 to enter into an agreement with GSL Consulting for help with the grants.

8. Recommend approval to enter into agreement with GSL Consulting for assistance with the PA Small Water and Sewer Grant through DCED.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 7-0 to enter into an agreement with GSL Consulting for help with the grants.

Public Comment: Non-Agenda Items - NONE

Executive Session Started: 5:45 PM

Executive Session Ended: 6:47 PM

Unfinished Business:

Council Ended: 6:47 PM

(Vice) President, Lewistown Borough Council

(Seal)

ATTEST: _____

(Asst.) Borough Secretary