

Borough Council Meeting Minutes

July 21st, 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

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

Committee Work Session:

1. Finance Discussion – N/A

2. Street/Parking Discussion – N/A

3. Law & Ordinance Discussion –

- a. **Chapter 24 Amendments:** Mr. Barlett shared that these changes to Chapter 24 were properly advertised, as we had discussed at our June Meeting. These will be up for approval later in the meeting.
- b. **Chapter 233 Amendments:** Mr. Barlett shared that these changes are for the new parking meters. This will make the parking in the downtown area \$0.50 per hour which is reflected in the Ordinance as \$1.00 per 2 hours on Market Street. Mr. Fink shared that Meters are in production and I anticipate them here within a few weeks.
- c. **Sewer / Refuse Delinquency Timeline:** Mr. Fink brought up for discussion the timelines the Borough currently uses for Sewer/Refuse delinquency. These timelines can be long and we will be looking into seeing if there is anything within the Borough Code/Laws to reduce this time to right around a month. Mr. Remy shared the Water Act that Mr. Fink will review and will bring back information at our next meeting.
- d. **Wilson Avenue (Near Green Gables):** Codes Department had a request from a resident to make Wilson Avenue to have “No Parking” on one side of the street. They stated that during Softball games they are parking on both sides of the street and it is difficult to pull out of the alley when a game is going on. Mr. Fink said he would work with Codes and see what the best solution would be moving forward.

Hearing of Person's Present: Agenda Related Items: Bill Gehrett - Paving

Motion to add adding Softball Team to Rent Green Gables Fields to the Consent Agenda.

On a motion by Mr. Gutshall and seconded by Mr. Barlett, council voted unanimously to add to the consent agenda.

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:

b. Approval of Treasurer's Report

c. Approval of Schedule of Bills

d. Facilities Use Requests:

- i. Juniata Valley Striders – Goose Day Race – 9/27/25
- ii. Child Evangelism Walk A Thon – 9/20/25
- iii. Softball Team for Green Gables

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. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve the consent agenda.

Fire Chief Report: No Report

FAME EMS Chief Report: Chief Coldren presented the FAME EMS Report to the Council with their calls for the month of June. 705 Calls total with 278 of them being in the Borough.

Mayor Report: No Report

Police Chief: Chief Clemens presented his Police Chief Report for the month of June. Department had 345 Calls for service. 48 Traffic Citations, 38 Non Traffic, 680 parking tickets. He presented his drug report for the month as well. He mentioned that the National Night Out event will take place on Aug 5th at Kish Park. The Accreditation Grant Team will be on site on the 12th and 13th

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

Borough Manager: Mr. Fink updated council on the CCTV progress and mentioned that we would only have 1 meeting in the month of August and it would be on the 18th due to Mr. Fink being out of town on 8/4.

New Business: Consideration of Approvals

1. Recommend approval to accept changes to Chapter 24 as advertised.

On a motion by Mr. Gutshall and seconded by Mr. Barlett, Council voted 6-0 to approve the changes of Chapter 24 as advertised.

2. Recommend approval to accept changes to Chapter 233-41 as advertised.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve the changes to Chapter 233-41 as advertised.

3. Recommend approval for Resolution 2025-7 for the sale of property.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve the Resolution of Sale of Property 2025-7.

4. Recommend approval to purchase a 2025 Ford Escape at a COSTARS cost of \$27,890 plus fees to be paid partially with insurance claim funds. (This is for the Codes Department to swap vehicles with the Police Department due to an insurance claim.)

On a motion by Mr. Gutshall and seconded by Mr. Steele, Council voted 5-1 to approve the purchase of a 2025 Ford Escape at the COSTARS cost.

5. Recommend approval for the upfitting for the Police Explorer at a COSTARS cost of \$19,499.09.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 5-1 to approve the upfitting of the Police Explorer at a COSTARS cost of \$19,499.09.

6. Recommend approval to apply for a Multi-Modal Grant through DCED and to complete the proper paperwork needed for the grant submission.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve applying for a Multi-Modal Grant through DCED.

7. Recommend approval to apply for a Main Street Matters Grant through DCED and complete proper paperwork needed for the grant submission.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve applying for a Main Street Matters Grant through DCED.

8. Recommend approval for slip lining a sewer line due to a broken line at a cost of \$11,860 to be paid out of WWC Capital.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve the Slip Lining Project on Water Street at a cost of \$11,860.

9. Recommend approval to purchase 4 Roll Off Dumpsters at a cost not to exceed \$20,000 to be paid out the Refuse Account.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 6-0 to approve the purchase of 4 Roll Off Containers at a cost not to exceed \$20,000.

Public Comment: Non-Agenda Items - NONE

Unfinished Business: NONE

Council Ended 5:09 PM

(Vice) President, Lewistown Borough Council

(Seal)

ATTEST: _____

(Asst.) Borough Secretary