

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

September 15th, 2025

4:30 PM

- I. Call Council Meeting to Order
- II. Pledge of Allegiance
- III. Prayer
- IV. Roll Call

- V. Committee Work Session:
 - a. Finance Discussion – Chairman Mr. Gutshall
 - b. Street/Parking Discussion –
 - c. Law and Ordinance Discussion – Chairman Mr. Barlett
 - i. Proposed Rental Ordinance Presentation
 - ii. Fire Inspection Discussion
 - iii. Act 131 Ordinance Discussion
 - iv. Lateral Inspection Program

- VI. Amendments to the Council Agenda
 - a. Motion to add the Semi quincentennial Resolution to the agenda.
 - b. Motion to add Trick or Treating on Saturday October 25th from 6 PM – 8 PM.
 - c. Motion to add authorizing the purchase of a police car up to \$15,000 from General Borough Capital.

- VII. 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 the council.

- VIII. Consent Agenda
 - a. Approval of Minutes: 9/2/2025 (Council)
 - b. Approval of Schedule of Bills:

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- c. Facility Use Requests: NONE
- d. Approval of the receipt of the Tax Collector / Departmental Reports

- IX. Fire Chief Report (1st Meeting of the Month)
- X. FAME EMS Chief (2nd Meeting of the Month)
- XI. Mayor Report (2nd Meeting of the Month)
 - a. Semi Quincentennial Resolution
- XII. Police Chief Report (2nd Meeting of the Month)
- XIII. Borough Solicitor
- XIV. Borough Manager Report
 - a. Work Order Management Software Discussion
 - b. Parking Study
 - c. Broker of Record for Health Insurance
- XV. New Business: Consideration of Approvals
 - a. Recommend approval of Resolution 2025-8 to appoint and authorize a Finance Team for the PENNVEST Project and allow accounts to be reimbursed from interim financing funds.
 - ~~b. Recommend approval to purchase the Work Management Module for IWORk as an add-on to the current subscription. The cost is prorated at \$4,100 from July 1, 2025, with an additional \$1,000 implementation fee for the module.~~
 - c. Recommend approval to lease a 2025 Pelican Street Sweeper at a Co-Stars Cost of \$264,491.27 over 5 years to be paid out of State Liquid Fuels.
 - d. Recommend approval to enter a 5-Year Buy Back Program Agreement with A&H Equipment for the Pelican Street Sweeper to have a guaranteed 50% Trade-In Value with the purchase of a new Elgin Pelican.
 - e. Recommend approval to advertise Chapter 200-1 for definition updates.

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- f. Recommend approval to advertise the Act 131 Ordinance.
- g. Recommend approval to approve/certify the FFY 2023 CDBG Budget Modification request to abandon the West 4th, 5th, and N. Grand reconstruction project to create “Lewistown FD Fire Safety Equipment Phase 1”.
- h. Recommend approval to switch the Broker of Record from USI Insurance to Nittany Brokerage.
- i. Recommend approval of Resolution of 2025-9 for the semi-quincentennial resolution.
- j. Recommend approval of Trick or Treating Night on Saturday, October 25th from 6 PM to 8 PM.

XVI. Public Comment: (Non-Agenda Items)

XVII. Executive Session:

- a. Legal
- b. Personnel

XVIII. Unfinished Business

- a. Recommend approval to authorize the purchase of a police car up to \$15,000 from to be paid General Borough Capital.

XIX. Adjournment