

# 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 15<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. 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
  
- 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:
  - c. Facility Use Requests: NONE
  - d. Approval of the receipt of the Tax Collector / Departmental Reports
  
- IX. Fire Chief Report (1<sup>st</sup> Meeting of the Month)

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- X. FAME EMS Chief (2<sup>nd</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
  - 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 IWORX 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.
  - 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 4<sup>th</sup>, 5<sup>th</sup>, and N. Grand reconstruction project to create “Lewistown FD Fire Safety Equipment Phase 1”.

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- h. Recommend approval to switch the Broker of Record from USI Insurance to Nittany Brokerage.

XVI. Public Comment: (Non-Agenda Items)

- XVII. Executive Session:
- a. Legal
  - b. Personnel

XVIII. Unfinished Business

XIX. Adjournment