

Borough Council Meeting Minutes

October 6th, 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, and Larry “Heavy” Searer. Jim Steele and Stephen Knudson were absent.

Committee Work Session:

1. Finance Discussion –

- a. **2026 Budget Update** - Mr. Gutshall shared that the budget is still ongoing and that we have some preliminary numbers. Ongoing conversations with each department about capital purchases and other items are still happening. Will have an update at the November 3rd council meeting.
- b. **PENNVEST Interim Financing Process** – Mr. Fink shared with council the process for interim financing. PFM Financial created an RPF to provide to approximately 40 banks for an interim loan of \$2 Million. We had 8 responses with Kish Bank being the lowest interest rate of the submitted proposals. We will work with PFM, and the Bond Counsel to finalize the loan and be able to replenish some funds in the our WWC accounts.
- c. **Swimming Pool Season Stats** – Ms. Weiss shared the pool stats for the 2025 Pool Season. She shared that the concession stand showed a profit of \$809 after all wages were accounted for and that the pool showed a loss of only \$15,034. This gave the pool a grand total loss of only \$14,225 for the entire season. In 2024 the total loss on the pool was approximately \$37,000. A huge kudos to Mrs. Knudson for her help with the pool and all the legwork she put into the pool this year.

2. Street/Parking Discussion –

- a. **Alley Conditions Presentation** – Mr. Fink shared a presentation with council regarding alley’s their conditions. He explained that moving forward there would be a plan put in place to try and rehab some of the better alleys with a tar and chip method to preserve the alleys and make them last longer. As we complete some new paving on the alley’s we will look to have a maintenance

plan in place for those alleys to try and extend the life of them as far as possible.

- b. **Parking Meter Update** – Mr. Fink stated that he has reached out to the company but has yet to hear back from them. He stated they initially stated that tariff's were playing a part of this but will try and get a better update.

3. Law & Ordinance Discussion –

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 before 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:** September 15th (Council)

b. **Approval of Treasurer's Report**

c. **Approval of Schedule of Bills: \$1,517,947.60**

d. **Facilities Use Requests: NONE**

f. **Acknowledge receipt of Tax Collector's Report / Department Reports**

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 5-0 to approve the consent agenda.

Fire Chief Report: Mr. Barlett read the report for Chief Douglas. The report stated that this was Fire Prevention Month and that LFD was doing Fire Safety Events with local organizations. He stated that if anyone was in need of Smoke Detectors to reach out to Randy Baines at the City Hook and Ladder to get them installed at your home.

FAME EMS Chief Report: Nothing to Report

Mayor Report: Nothing to Report

Police Chief: Nothing to Report

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

Borough Manager: Mr. Fink provided Council with a PA State Budget Update that there is still no budget which means no grants will be flowing. Mr. Fink shared an updated on the

Digester that the lining is complete and parts of the nuzzling system are arriving. He also mentioned that due to a change in the schedule that Trick or Treat Night for the Borough of Lewistown will now take place on Friday October 31st from 6 – 8 PM. Saft Trick or Treat night will now be on Friday October 24th from 5 – 7 PM.

New Business: Consideration of Approvals

1. Recommend approval to enact the ordinance as presented, authorizing, among other things, the issuance of a general obligation note in the maximum principal amount of \$2,000,000, with proceeds thereof to be applied toward the funding of a certain capital project of the Borough, as described in the Ordinance.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 5-0 to approve the interim financing ordinance in the amount of 2 Million.

2. Recommend approval to use the 2025 Liquid Fuel County Aid in the amount \$7,335.00 to be used for the Alley Paving Project.

On a motion by Mr. Gutshall and seconded by Mrs. Knudson, Council voted 5-0 to approve the use of the 2025 Liquid Fuel County Aid in the amount of \$7,335.00.

3. Recommend approval to change Lewistown Borough Trick or Treat Night to Friday, October 31st from 6 – 8 PM.

On a motion by Mrs. Knudson and seconded by Mr. Gutshall, Council voted 5-0 to approve the change of Trick or Treat Night to October 31st from 6 – 8 PM.

Public Comment: Non-Agenda Items - NONE

Executive Session: 5:15 PM to 5:43 PM

Unfinished Business:

Council Ended 6:02 PM

(Vice) President, Lewistown Borough Council

(Seal)

ATTEST: _____

(Asst.) Borough Secretary