

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

November 17th, 2025

4:30 PM

LEWISTOWN COMMUNITY CENTER

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

- V. Lewistown Police Department Accreditation Presentation

- VI. Committee Work Session:
 - a. Finance Discussion – Chairman Mr. Gutshall
 - b. Street/Parking Discussion –
 - c. Law and Ordinance Discussion – Chairman Mr. Barlett

- VII. Amendments to the Council Agenda

- VIII. 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.

 - Diane Snook – New Life Church

- IX. Consent Agenda
 - a. Approval of Minutes: November 3rd (Council)
 - b. Approval of Schedule of Bills: N/A
 - c. Facility Use Requests: New Life Church
 - d. Approval of the receipt of the Tax Collector / Departmental Reports

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- X. Fire Chief Report (1st Meeting of the Month)
- XI. FAME EMS Chief (2nd Meeting of the Month)
- XII. Mayor Report (2nd Meeting of the Month)
- XIII. Police Chief Report (2nd Meeting of the Month)
- XIV. Borough Solicitor
- XV. Borough Manager Report
 - a. Cost and Fee Proposal Highlights
 - b. 2026 LSA Grant
 - c. CDBG
- XVI. New Business: Consideration of Approvals
 - a. Recommend approval of Ordinance 2025 – 12 as advertised. (PMRS Retirement Contribution)
 - b. Recommend approval to advertise the 2026 Budget.
 - c. Recommend approval to advertise the 2026 Tax Ordinance 2025-13.
 - d. Recommend approval to advertise the 2026 Sewer Rate Ordinance 2025-14
 - e. Recommend approval of the 2026 Wage and Salary Resolution.
 - f. Recommend approval of the 3-Year AFSCME Contract effective January 1st, 2026, through December 31st, 2028.
 - g. Recommend approval to abandon the FFY 2024 “Rec Park Improvements” project and create Year 2 of the Lewistown Fire Safety Equipment purchase project.
 - h. Recommend approval to authorize the Council President to sign documents related to the purchase of real estate and pay \$10,000 to satisfy the terms of the Sales Agreement.
 - i. Recommend approval of Resolution 2025-10 for LSA Grant Submission.
 - j. Recommend approval to advertise an RFP for IT Services for the Borough of Lewistown.
 - k. Recommend approval of the 2026 Cost and Fee Schedule.
 - l. Recommend approval of the 2026 Council Meeting Schedule.
 - m. Recommend approval of the updated Facility Use Form for Borough properties.
 - n. Recommend approval of the Lewistown Community Center Contract.
 - o. Recommend approval to utilize a DEP-approved landfill site for disposal of Street Cleaning debris on an as-needed basis at no cost to the Borough.

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- p. Recommend approval of Borough Hall Closure on November 28th, 2025.
- q. Recommend approval to advertise the following for sale via a sealed bid process: 2002 Sterling Garbage Truck, 1990 Chevy Kodiak Dump Truck, and 2021 Falcon 2 Ton Hotbox, with the option to reject any and all bids.
- r. Recommend approval of the 2026 Holiday Schedule/Refuse Schedule.
- s. Recommend approval of the 2026 Nu-Visions Cleaning Contracts.
- t. Recommend approval for City Hook and Ladder's quarterly allocation of \$11,250.
- u. Recommend approval for FAME EMS quarterly allocation of \$6,000.
- v. Recommend approval to accept the resignation of Dave Snavelly due to retirement effective December 12th, 2025.
- w. Recommend approval for EMPLOYEE A to transfer to the Wastewater Treatment Plant effective December 15th, 2026.
- x. Recommend approval to accept the resignation of Tyler Fink, Borough Manager, effective 11/20/25, due to other employment.
- y. Recommend approval for Jim Fosselman to become the Interim Borough Manager effective 11/20/25.
- z. Recommend approval to advertise the Borough Manager position.

XVII. Public Comment: (Non-Agenda Items)

XVIII. Executive Session:

- a. Legal
- b. Personnel

XIX. Unfinished Business

XX. Adjournment

December 1st Council Meeting – CANCELLED

NEXT COUNCIL MEETING

Monday, December 15th at 4:30 PM at the Lewistown Community Center