

Borough Council Meeting Minutes

March 9th, 2026

Municipal Building Council Chambers

The Council meeting opened at 4:30 PM with Borough Council President Matt Moore presiding. The Pledge of Allegiance was recited by all present. Prayer was recited by Lisa Knudson.

ROLL CALL

Matt Moore, Robert Barlett, Scott Gutshall, Larry “Heavy” Searer, Lisa Knudson, Jacob “Jake” Flood and Jim Steele were present. Mayor Deb Bargo, Police Chief Dave Clemens and Fire Chief Bob Douglas were present.

AMENDMENTS TO THE COUNCIL AGENDA

- o. Approve Street Sweeper position be added to the agenda.
- p. Approve Traffic Signal Contract be added to the agenda.
- q. Approve Safety Committee Formation to be added to the agenda.

On a motion made by Matt Moore and seconded by Scott Gutshall, Council unanimously voted to add to the agenda o, p, and q.

PUBLIC COMMENT

None

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 Council Meeting Minutes: February 9, 2026
- b. Approval of Finance Meeting Minutes: N/A Meeting Canceled

- c. Approval of Schedule of Bill's: February 2026
- d. Approval of Treasurer's Report: February 2026
- e. Approval of Tax Collector's Report: N/A
- f. Approval of Department Reports: February 2026

On a motion made by Jim Steele and seconded by Lisa Knudson, Council by unanimous vote approved Consent Agenda items a, b, c, d, e and f.

REPORTS

A. Fire Chief

- 1. Chief Douglas spoke and asked if Heritage Fire Company could have the yellow line extended by at least one more parking space due to now having an insurance claim on the new truck because they cannot make the left-hand swing. Repairs are in process and Chief has the check and will hand over once signed by Heritage. Matt Moore stated that we have a deductible.

B. FAME EMS Chief Report

- 1. Mike Coldren reported there were 656 calls and 192 were in the Borough of Lewistown. Mike spoke about the grant awarded from John Voices office. Mike also stated they sold one ambulance and reduced their fleet from 9 to 8.

C. Mayor Report

- 1. Mayor Deb Bargo spoke about the PSAB spring conference and that she had 2 gift certificates, one was given to Jacob" Jake" Flood and the other is for anyone who wants to attend. Deb Bargo also mentioned that the Dream Center has a hometown hero breakfast on the 1st Saturday of each month.

D. Police Chief Report

- 1. Chief Dave Clemens stated that there were 271 calls of service in February 2026, 30 traffic, 11 non-traffic and 30 DUI. Chief Clemens stated they are fully in the 70 Chestnut St building and wanted to thank Council for the investment for their new facility.

E. Borough Solicitor

1. Mark Remy went over last month's discussion on long-term leases involving the Facility Uses regarding the fields. Mark did a draft lease, and it seems there is still work to be done and that in his opinion it may not benefit the Borough to do more than a yearly lease. Jim Steele agreed with Mark.

F. Borough Manager

1. Acting Borough Manager Jim Fosselman stated he would bring up his discussion in New Business.

NEW BUSINESS

- a. CDBG 2025 Funds - 2026 Public Hearing and Projection Selection. Somer Weiss discussed options for the 2026 CDBG funds and stated that Seda Cog will be holding their public meeting on 4/13/26 at 4:15PM. A project decision will need to be made at the 6/8/26 meeting. The CDBG 2025 funds are allocated to purchase the Fire Departments turnout gear, but additional funds are needed.
- b. MGM Mechanical – HVAC Maintenance Agreement. Somer Weiss went over the prices. 1 year for \$2,020 or lock in at 2 years with added coverage for \$2,380 and price won't go up. Zeke Phillips recommended locking in at the 2-year rate.

On a motion made by Jim Steele and seconded by Lisa Knudson, Council unanimously voted to approve MGM Mechanical – HVAC Maintenance Agreement for 2 years with added coverage.

- c. Approval of paying GFT Edgewater Pump Station Upgrade. Zeke Phillips briefed Council on the work issues. Total cost of \$169,500 with Derry paying \$99,021.40 and the Borough paying \$70,478.60 out of Wastewater Collections. Somer Weiss commented that the received DCED grant of \$500,000 has \$355,000 unused funds available.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve paying GFT Edgewater Pump Station Upgrade.

- d. Approval to pay 10-8 Emergency Vehicle Service to uplift police codes vehicle. Council previously approved payment at an estimated cost of \$19,499.09 and actual cost is \$20,141.72

On a motion made by Bob Barlett and seconded by Scott Gutshall, Council unanimously voted to approve paying 10-8 Emergency Vehicle Service \$20,141.72

- e. Approval to pay EADS on Phase 1 at \$47,896.23, Phase 2 at \$23,821.02 and CO&A at \$22,634.36. Scott Gutshall requested an update from EADS.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve paying EADS on Phase 1, Phase 2 and CO&A.

- f. Approval to pay One-Stop Communications on the new police building expense totaling \$18,735.61

On a motion made by Jim Steele and seconded by Bob Barlett, Council unanimously voted to approve paying One-Stop Communications.

- g. Approval to pay Leply Electric on the new police building door access expense totaling \$10,731.08.

On a motion made by Jim Steele and seconded by Heavy Searer, Council unanimously voted to approve paying Lepley Electric.

- h. Approval to pay imagiTECH for February 2026 services for consulting in the amount of \$4,233.

On a motion made by Jim Steele and seconded by Scott Gutshall, Council unanimously voted to approve paying imagiTECH.

- i. Approval of cutting down trees in aerial crossing. Zeke Phillips briefed Council on the conditions and asked about sending out BIDS to clean up the area. Council approved to get BIDS out and no vote was needed.
- j. Approval of Handicapped parking space for 140 W 3rd St on the Grand St side. Bob Barlett stated he would check the location out and update Council to review at another meeting.
- k. Approval of Mifflin County Forest Fire Fighters flower sale fee waiver.

On a motion made by Jim Steelt and seconded by Lisa Knudson, Council unanimously voted to approve waiving the fee for Mifflin County Forest Fire Fighters flower sale.

- l. Approval of Facility Use Forms for one day events. Heritage Fire Company's Easter egg hunt and the Elizabeth Lot for a wedding ceremony. Katelyn Rauch stated the Facility Use Form did not have a one-day event listed and that this is not in the cost and fee schedule. Matt Moore recommended the Facility Use Form go to Law and Ordinance so the form can be updated.

On a motion made by Bob Barlett and seconded by Lisa Knudson, Council unanimously voted to approve the Heritage Fire Company's Easter egg hunt free of charge.

On a motion made by Heavy Searer and seconded by Scott Gutshall, Council unanimously voted to approve Elizabeth Lot for a wedding ceremony.

- m. Approval of advertising seasonal mowing position and pool staffing.

On a motion made by Jim Steele and seconded by Lisa Gutshall, Council members Steele, Knudson, Barlett, Flood, Gutshall, and Moore were in

favor and Searer opposed the advertising of the seasonal mowing position and pool staff.

- n. Approval to replace the two dumpsters at the Mifflin County Middle School due to safety issues.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve replacing the two dumpsters at the Mifflin County Middle School due to safety issues.

- o. Approval of advertising internally the position for Street Sweeper Operator.

ROLL CALL

Lisa Knudson	Yea
Bob Barlett	Yea
Jake Flood	Yea
Heavy Searer	Yea
Scott Gutshall	Yea
Matt Moore	Yea
Jim Steele	Yea

- p. Approve Traffic Signal Maintenance Contract. Jim Fosselman recommended checking into a new service vendor.

On a motion made by Bob Barlett and seconded by Scott Gutshall, Council unanimously voted to approve the recommendation made by Jim Fosselman to check into a new service vendor for traffic signal maintenance.

- q. Approve Safety Committee Formation tasked to the Borough Manager to set up.
- r. Approval of street paving projects BIDS for the year 2026.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously approved to advertise BIDS for the year 2026 street paving projects.

s. Resignation of Employee A effective 4/8/2026.

ROLL CALL

Lisa Knudson	Yea
Bob Barlett	Yea
Jake Flood	Yea
Heavy Searer	Yea
Scott Gutshall	Yea
Matt Moore	Yea
Jim Steele	Yea

t. Resignation of Employee B effective 3/20/2026.

On a motion made by Heavy Searer and seconded by Lisa Knudson, Council unanimously voted to approve the resignation of Employee B effective 3/20/2026.

u. Approval of advertising Treasurer position.

On a motion made by Heavy Searer and seconded by Scott Gutshall, Council unanimously voted to approve the advertising of the Treasurer Position.

v. Approval of hiring Julie Brooks as Borough Manager.

ROLL CALL

Lisa Knudson	Yea
Bob Barlett	Yea
Jake Flood	Yea
Heavy Searer	Nay
Scott Gutshall	Yea
Matt Moore	Yea
Jim Steele	Yea

AMENDMENTS TO THE COUNCIL AGENDA

Scott Gutshall requested an update on the street paving projects and the BIDS for the year 2026 as well as adding this to the Agenda.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve r. be added to the Agenda.

Approve to add to the Agenda s. resignation of employee A, t. resignation of employee b, u. Advertising Treasurer Position and v. Hiring of Borough Manager.

On a motion made by Matt Moore and seconded by Scott Gutshall, Council unanimously voted to approve s, t, u and v be added to the Agenda.

PUBLIC COMMENT (Non-Agenda Items)

- a. Jake Thompson spoke on behalf of the Royal Dairy to update Council on what they will be doing with the building. They want to turn the building into 3 Non-Profit Businesses. A Café, bait and tackle as well as a gift shop. Royal Dairy would like to focus on Veterans, Fundraisers and Festivals for the community. They are hoping to have the building completed and running within 3 years and to have support from the Borough in any guidance they may need.

UNFINISHED BUSINESS

None

EXECUTIVE SESSION

Council went into executive session at 5:20 PM to discuss Legal and Personnel.

Council came out of executive session at 6:20 PM

Meeting was adjourned by Matt Moore at 6:24 PM.



(Seal)

A handwritten signature in blue ink is written over a horizontal line. The signature is stylized and appears to read "Matt Moore".

(Vice) President, Lewistown Borough Council

ATTEST:

A handwritten signature in black ink is written over a horizontal line. The signature is stylized and appears to read "Jan Egan".

(Asst.) Borough Secretary