

Borough Council Meeting Minutes

April 13th, 2026

Municipal Building Council Chambers

CDBG Public Hearing

The Council meeting opened at 4:32 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.

Borough Manager Julie Brooks led the meeting with an introduction of herself to the Public.

AMENDMENTS TO THE COUNCIL AGENDA

n. Approval of Griffith & Robinson Sub-Division Plans

On a motion made by Jim Steele and seconded by Lisa Knudson, Council unanimously voted to add to the agenda n.

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: March 9, 2026

- b. Approval of Schedule of Bill's: March 2026
- c. Approval of Tax Collector's Report: N/A
- d. Approval of Department Reports: March 2026

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

COMMITTEE REPORTS

A. Fire Chief

1. Chief Douglas stated that in March Company 14 responded to 24 alarms and Company 32 responded to 19 alarms. Chief Douglas reported that he gave President Moore and Borough Manager Brooks a copy of the bill for repairs on the Fire Truck door hitting the building in the amount of \$13,425 plus a \$1,000 deductible totaling \$14,425. Once the truck gets closer to being finished on repairs Chief Douglas will give the insurance check to Heritage to deposit and the Borough will be reimbursed \$13,425. Chief also presented a bill for the additional cost of a handrail to be installed on the turntable due to a safety issue in the amount of \$377.14. He is requesting \$1,377.14 for the deductible and handrail installation.

On a motion made by Jim Steele and seconded by Lisa Knudson, Council by unanimous vote approved the request of \$1,377.14 for the deductible and handrail installation.

B. FAME EMS Chief Report

1. Mike Coldren reported in March there were 720 calls and 245 were in the Borough of Lewistown.

C. Mayor Report

1. Mayor Deb Bargo presented the 1st Quarter 2026 marriage fees totaling \$50. Mayor Bargo reminded everyone about the Juniata Mifflin County Borough Association dinner on 4/15/26 at 6:00PM located at the Rec Center. Mayor Bargo thanked everyone who helped with the new police building.

D. Police Chief Report

1. Chief Dave Clemens stated that there were 330 calls of service in March 2026, 39 traffic, 19 non-traffic and 12 DUI. Chief Clemens stated the Narcotics Investigator has 3 active investigations, 8 new and 7 unrecovered buys. Borough Police also did a joint detail with the drug task force and made an additional 6 felony arrests.

E. Treasurer Report

1. Acting Treasurer Jim Fosselman gave a report on monies reconciled with bank accounts.

F. Borough Solicitor

None

G. Borough Manager

1. Borough Manager Julie Brooks stated she's been working on administrative tasks with getting things in order as well as working on WWTP issue with the digester and its progress. Julie also stated there are repairs happening on the streets, community center and pool.

COMMUNICATIONS

- a. President Moore confirms the street closure for sewer repairs on 37 Chestnut Street to be expected to close the block Tuesday April 14th only.
- b. President Moore addressed the request for removal of 1-2 parking spaces and 45 Valley Street. Katelyn gave an update on this and Council suggested this gets moved to the streets committee.

NEW BUSINESS

- a. St. Johns Church No Parking Anytime Request. Streets Committee recommended the sign be placed due to safety.

On a motion made by Bob Barlett and seconded by Scott Gutshall, Council by unanimous vote approved the request of the St. Johns Church No Parking Anytime sign.

- b. Mr. Lettiere discussed the details and proposal for the trail project from the county planning department. The plan includes starting at Stone Arch Bridge and ending at Victory Park. The county planning department is looking to use a portion of the WWTP property for a parking lot for the trail. Mayor Deb Bargo had concerns with interrupting function of the ball fields. Lisa Knudson also addressed concerns with future expansion of the WWTP and how the trail might interfere. Borough Manager Julie Brooks stated that she had an estimate of what it would cost the Borough to maintain the trails totaling around \$15,000. Mr. Lettiere stated that the county would be willing to cover the cost of the trail maintenance. he would like to revisit this discussion with Council later after he is able to speak with the softball teams that use those fields.

- c. Borough Manager Julie Brooks went over the approval of committee meeting schedule. Finance followed by personnel at 4:30PM, Law & Ordinance followed by Streets at 3:30PM, Rec Board and Fire Ad HOC did not change.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council by unanimous vote approved the committee meeting schedule.

- d. Approval of paying EADS current billing pending updated bills with detailed breakdowns. Borough Manager Julie Brooks stated she would send Council the information needed for approval.

- e. Approve recommendation from Finance to suspend Task Order I from EADS and hold submission of Pennvest Application for 90 days. Borough Manager Julie Brooks recommended a motion to move this discussion to after executive session is held.

On a motion made by Scott Gutshall and seconded by Jim Steele, Council by unanimous vote approved to move e. after executive is held.

- f. Approve recommendation from Finance to change insurance service broker with no insurance change with Selective pending review of terms. Borough Manager Julie Brooks stated that there would be no change in

our insurance with Selective just a broker change with more responsive service. Manager Brooks stated that we did have some areas in coverage for the upcoming renewal in July that need investigated further.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council unanimously voted to approve the recommendation from finance committee to change insurance brokers.

- g. Approve recommendation from Finance to change accounts to PLIGIT or other higher interest options. Acting Treasurer Jim Fosselman explains how PLIGIT works and stated that with the rates they have currently, the Borough could earn around \$150,000 with our deposit accounts.

On a motion made by Bob Barlett and seconded by Larry "Heavy" Searer, Council unanimously voted to approve the recommendation from finance committee to change accounts to PLIGIT.

- h. Approve recommendation from finance on pool staff rates of \$11.50 per hour for concession stand, \$11.75 per hour for returning concession stand, \$11.75 per hour for new lifeguards, \$12.50 per hour for returning lifeguards and \$15 per hour for the manager with a rate of \$13 per hour for any pool staff member filling in for the manager. Councilman Scott Gutshall abstained from voting due to his son working at the pool.

On a motion made by Bob Barlett and seconded by Jake Flood, Council members Lisa Knudson, Bob Barlett, Jake Flood, Matt Moore and Jim Steele voted to approve the recommendation from finance committee with the pool staff rates. Heavy Searer opposed. Scott Gutshall abstained his vote.

- i. Appointing Agency Open Records Officer (RTK) Borough Manager Julie Brooks.

On a motion made by Bob Barlett and seconded by Lisa Knudson, Council unanimously voted to approve Borough Manager Julie Brooks as the Agency Open Records Officer.

- j. Approval of Facility Use Street closure on 5/30/26 for MC3 Church block party celebration of 40-year anniversary for the Shelter. Does not require PennDot special permit. Closing would be on Depot Street from the railroad tracks to the intersection of Montgomery Ave.

On a motion made by Lisa Knudson and seconded by Jim Steele, Council unanimously voted to approve the street closure for MC3 Church.

- k. Approval of Facility Use Pony League Softball for \$1.00 rate reduction.

On a motion made by Jim Steele and seconded by Lisa Knudson, Council voted by roll call to approve Pony League Softball for the rate of \$1.

ROLL CALL

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

- l. Approval of Community Center Rental City Hook & Ladder Cash Bash 11/6/26-11/8/26. City Hook & Ladder is asking for fees to be waived or reduced with the use of alcohol at the event.

On a motion made by Bob Barlett and seconded by Scott Gutshall, Council unanimously voted to approve all fees to be waived for the City Hook & Ladder Cash Bash from 11/6/26-11/8/26.

- m. Approve recommendation from finance committee to hire a part-time administrative staff member for \$18 per hour.

On a motion made by Scott Gutshall and seconded by Lisa Knudson, Council voted by roll call to approve the recommendation from finance to hire part-time administrative staff member for \$18 per hour.

ROLL CALL

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

n. Approval of Griffith and Robinson Sub-Division Plans.

On a motion made by Jim Steele and seconded by Lisa Knudson, Council unanimously voted the approval of both the Griffith and Robinson Sub-Division Plans.

PUBLIC COMMENT (Non-Agenda Items)

None

UNFINISHED BUSINESS

a. Paving List and tracking from streets committee. Borough Manager Brooks stated we still need some more information on this item.

EXECUTIVE SESSION

Council went into executive session at 5:16 PM to discuss Legal and Personnel.
Council came out of executive session at 5:47 PM

On a motion made by Lisa Knudson and seconded by Scott Gutshall, Council voted to hire 13 Lifeguards, 3 Concession Staff. Council members Lisa Knudson, Bob Barlett, Jake Flood, Matt Moore, Scott Gutshall and Jim Steele voted to approve of the motion. Heavy Searer opposed.

On a motion made by Scott Gutshall and seconded by Bob Barlett, Council unanimously voted the approval to add tree removal proposals to the Agenda.

Lisa Knudson left the meeting at 5:52PM

On a motion made by Scott Gutshall and seconded by Jim Steele, Council voted 3 to 2 for approval to add to the Agenda the suspension of Task Order I from EADS.

AMENDMENTS TO THE COUNCIL AGENDA

- o. Tree Removal proposal.

On a motion made by Scott Gutshall and seconded by Jim Steele, Council by roll call vote, approved the lowest bid of \$8,900 from Pro Landscape.

ROLL CALL

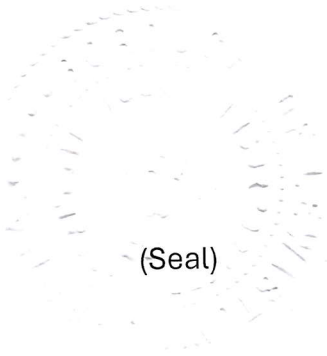
Lisa Knudson	Yea
Bob Barlett	Yea
Jake Flood	Yea
Heavy Searer	Yea
Scott Gutshall	Yea
Matt Moore	Yea
Jim Steele	Yea

***On a motion made by Scott Gutshall and seconded by Jake Flood,
Council by roll call voted to approved to suspend Task Order I for 90 days.***

ROLL CALL

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

Meeting was adjourned by Matt Moore at 5:59 PM.



(Seal)

A handwritten signature in blue ink is written over a horizontal line. The signature appears to be "M. Moore".

(Vice) President, Lewistown Borough Council

ATTEST:

A handwritten signature in blue ink is written over a horizontal line. The signature appears to be "J. Burke".

(Asst.) Borough Secretary