

THE BOROUGH OF LITTLESTOWN



CHRISTMAS ON THE SQUARE was a success again this year. We had a great turn-out for the lighting of the Town Christmas Tree. Old St. Nick spoke with many children and had a large list for his flight on Christmas Eve. We want to thank the businesses that contributed to the festivities. The committee for Christmas on the Square would like to give a special Thank You to the following businesses and people that make this special night for Littlestown possible:

- **DJ Wes** – Wes donates his time and equipment to the celebration and has for many years. The light show and music fascinates the children.
- **Pine Creek Structures** - Tim Fuhrman donates and delivers the building for our Santa Shack and has done this at no charge for many years. Santa appreciates a warm place to sit.
- **Kennie’s Market** – Each year we stuff goodie bags for Santa to hand out to his visitors and Kennie’s Market donates the delicious oranges and candy canes.
- **Pivot Physical Therapy** – graciously donated the bicycle giveaway. For the past 4 years they have donated 2 bikes for our event. The children look forward to the bike giveaway every year.
- **Alpha Fire Company** – drives Santa up to the square to start the festivities.
- **Baird Heating & Cooling** – monetary donation
- **Borough Employees** – set up and breakdown of the event as well as taking care of issues throughout the evening. We couldn’t do it without them!
- **Santa and Mrs. Claus** – last but not least a BIG Thank You to our event Ambassador Santa himself. Santa and Mrs. Claus (Fred and Stella Miller) volunteer year after year to talk to every child that comes to visit them in the Santa Shack.

If we missed any contributors, we appreciate you and will mention you in the next Crier!

INSIDE THIS ISSUE

Littlestown Police Department	3	Cyber Safety For Kids Online.....	6-7
From the Desk of the Mayor	4	Did You Know.....	8
How Your Sewer/Water Bill is Calculated	4	From the Desk of Public Works.....	9
Tenant Registry Form	5	Borough of Littlestown Contact Information	10

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Visit our website at www.LittlestownBoro.org

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HOURS:

Monday 7:30 a.m. - 8:00 p.m.
Tuesday 7:30 a.m. - 5:00 p.m.
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Thursday 7:30 a.m. - 5:00 p.m.
Friday 7:30 a.m. - 4:00 p.m.

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Shirley H. Little
Lee Ann (Little) Study
John D. Study

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LITTLESTOWN POLICE DEPARTMENT

CHARLES G. KELLAR, CHIEF OF POLICE

From The Desk Of The Borough Manager and the Chief of Police

I hope everyone had an enjoyable and safe Holiday season and you had the opportunity to participate at our Christmas on the Square event this year. It seemed like everyone enjoyed the activities and as always Santa Clause was the hit of the event. I would like to thank everyone who volunteered their time to make the program a success. I wanted to mention a few items of interest that the Borough has completed and have planned in the future for the citizens of Littlestown. The upgrades to the waste water treatment plant are complete and the plant has passed final inspection. The cost of the upgrades were estimated to cost about 8.5 million dollars to complete the project which funding was obtained through a Penn vest low interest loan. I am happy to report we were able to complete the project for about 390,000.00 dollars less and the remaining funding will be returned to lower the debt service payments. The 2015 budget was passed by Borough Council in December of 2014. Through careful planning and cutting cost where possible we were able to hold the line on taxes and municipal service rates where no increases were necessary.

Mark your calendars for Littlestown's 250th birthday celebration where a week long schedule of activities are planned ending July 18th with a large fireworks display in the park. All information on the schedule of events can be obtained at the Borough Office or the Littlestown Historical Society. On the Law Enforcement side we have been receiving complaints of residents getting letters in the mail and phone calls from various individuals trying to get them to send money to claim prizes or letters indicating that they have won lotteries etc. Some of the callers claim to be IRS agents requesting payments so they will not be arrested. Please do not send any money to these individuals. They are all scammers who try to intimidate you into sending them money. If you receive any of these solicitations record the phone numbers and contact the Littlestown police. Although they are almost impossible to catch, generally a phone call from us will stop them from calling. Thank you and if you have any concerns or questions please do not hesitate to contact us at the Borough office.

Charles G. Kellar
Chief of Police/Borough Manager, Borough of Littlestown

PLEASE HELP US UPDATE OUR FILES

In an effort to better serve you, please take a few minutes to fill out the simple form to update our current files. If you would like to receive emails about upcoming events in the community and the Littlestown Crier please go to our homepage www.littlestownboro.org and on the left hand side you can sign up for email alerts.

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

Please drop the completed form at the borough office or mail to:

**BOROUGH OF LITTLESTOWN
10 SOUTH QUEEN STREET
LITTLESTOWN, PA 17340**

You can also email the form to: skinner@littlestownboro.org

From the Desk of the Mayor

Cold weather and winter is upon us. For those residents that live on a snow emergency route in Littlestown, please remember to move your vehicle if we are forecasted to receive two or more inches of snow. If you receive a ticket they will not be reduced or rescinded. Snow emergency announcements will be posted on our website www.littlestownboro.org as well as local radio and television stations. When in doubt, move your car to the rear of your house or a side street. Thank you in advance for your cooperation. Have a Happy and Safe New Year!



Mayor James J. Eline Sr.



A Special Thank You!

We have a special Thank You this year. As we hope all of you noticed we had a nativity displayed in the town square this year. This lovely scene is privately owned and was loaned to the Borough by Mrs. Barbara Renner and Mrs. Sandra Johnson for the people of Littlestown to enjoy over the Christmas season.

This Nativity is a unique set. The set was molded in Mt. Cobb, PA and hand painted in Ohio. The stable was erected by Mark Craig of Littlestown. The benefactor of the display is a billionaire which chooses to stay anonymous. This scene has been donated to many towns and cities across the United States for the sole purpose of keeping the true meaning of the Christmas season in the hearts of everyone. No matter your religion or belief, seeing it gives you a sense of calm and peace. We hope you all had the opportunity to see it up close. Thank you again, to Barbara Renner, Sandra Johnson and Craig Family for your generosity.

DAYLIGHT SAVINGS TIME - 2:00 a.m. Sunday March 8, 2015
Spring forward 1 hour
Check your smoke detector batteries!



HOW YOUR SEWER/WATER BILL IS CALCULATED

A minimum bill is calculated when there is a consumption of 0 to 750 cubic feet per quarter. The charge is \$125.00 (\$33.00 for water and \$92.00 for sewer).

Water overage is charged at a rate of \$.080 for each cubic foot over the 750 cubic foot minimum. Sewer overage is charged by the amount of water consumed over the 750 cubic foot minimum at a rate of \$.095 per cubic foot.



EXAMPLE: 1500 cubic foot consumption

WATER: \$33.00 for the first 750 cubic feet with an overage of $750 \times .080 = \$60.00$
Water Total - \$93.00

SEWER: \$92.00 for the first 750 cubic feet with an overage of $750 \times .095 = \$71.25$
Sewer Total - \$163.25
Total Bill \$256.25

Bills are sent out in the beginning of January, April, July and October and are due by the last business day of that month. The Borough accepts checks, credit cards and cash as payments.

Our 2015 meter reading dates are as follows:

March 2015.....	week of March 9th.....	bill date April 1, 2015
June 2015.....	week of June 8th	bill date July 1, 2015
September 2015	week of September 8th	bill date October 1, 2015
December 2015	week of December 7th	bill date January 1, 2016



TENANT REGISTRY FORM

We are beginning a new year, if you are a landlord in the borough you are required to fill out a tenant registry form. Please use the form included.



10 South Queen Street
Littlestown, Pennsylvania 17340

Phone: (717) 359-5101

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Official Web Site: www.littlestownboro.org

THE BOROUGH OF LITTLESTOWN

We're growing, one neighbor at a time.

STATUS OF OCCUPANCY REPORT

In accordance with **Chapter 39** of the **Littlestown Borough Code**, owners of real estate available for rental Within the Borough are required to submit a report listing the names, apartment numbers, and addresses of all persons (18 years of age or older) occupying such real estate for residential purposes; or firms, corporations, etc., occupying such real estate of residential purposes; or firms, corporations, etc., occupying such property for commercial purposes.

Any change in the occupancy of real estate rented or leased, or in the identity of the lessee from that shown on the initial report, is to be reported within **ten (10) days** of the change.

Any lessor failing to file a timely report, or falsifying information, is subject to a fine of up to \$300.00.

Property Owner:	Phone #	
Mailing Address:	Date of Report	Email Address

ADDRESS and APARTMENT NUMBER	OCCUPANTS NAME

TELL YOUR CHILDREN

- To always let you know immediately **if they find something scary or threatening** on the Internet.
- **Never give out** their name, address, telephone number, passwords, school name, parent's name or any other personal information.
- **Never to agree to meet** face to face with someone they've met online.
- **Never to respond** to messages that have bad words or seems scary or weird.
- **Never send a picture of themselves** to anyone without your permission.
- **Never to enter an area that charges for services** without asking you first.



WHAT YOU CAN DO IN THE COMMUNITY

- Make sure that access to the Internet at your children's school **is monitored by adults**.
- **Know your children's friends and their parents.** If you child's friend has Internet access at home, talk to the parents about the rules they have established. Find out if the children are monitored while they are online.



- **Make sure that your child's school has an Acceptable use Policy (AUP).** This policy should include a list of acceptable and unacceptable activities or resources, information on "netiquette" (etiquette on the Internet), consequences for violations, and a place for you and your child to sign. Your family can design its own AUP for the home computer.
- **If you child receives threatening E-Mails or pornographic material,** save the offensive material and contact that user's Internet service provider and your local law enforcement agency.
- **If you come across sites that are inappropriate for children** when you are surfing on the Net, send the address to online services that offer parental control features or to sites advertising protection software to add to their list to be reviewed for inclusion or exclusion. Even if you don't subscribe to the service or own the protection software, you can help protect other children.

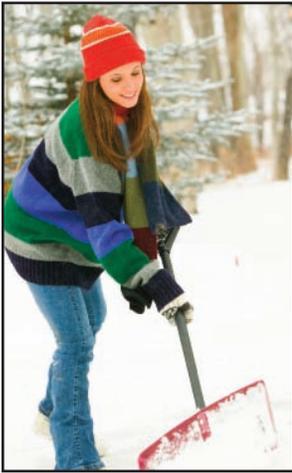


**Stay SAFE and have FUN
on the Internet**



**For Additional Information Contact
Littlestown Police Department
(717) 359-4511**

DID YOU KNOW . . .



A reminder to all property owners regarding the arrival of snow and your responsibilities during these frigid days.

When snow and ice begin to accumulate on sidewalks, it is the property owner's responsibility to ensure safety for pedestrians. In order to assist in this matter, it is mandatory that snow must be removed from the sidewalks within twenty-four hours after the snow has stopped. Sidewalks must be opened a minimum width of twenty-four (24") inches. Snow must not be deposited, thrown or strewn into the streets or alleys. When ice starts to develop on the sidewalks, salt or an anti-skid material should be applied to help prevent mishaps. It is the responsibility of the property owner(s) to make sure that their rental property's sidewalks are clear. Penalties for not removing snow or ice from sidewalk areas range from fines of \$100.00 to \$300.00, with each day constituting a separate violation. If you have plans to be away over the winter months, please make arrangements to have your sidewalk cleaned.

These regulations are intended to protect you as well as make the borough a nice place to live.

Bryan Westfall, Code Enforcement Office

WHERE'S YOUR HOUSE???????

Is your house address easily recognized?? Many of us take this for granted. We know where we live. What about emergency personnel? If emergency personnel cannot readily identify your address, precious time is being wasted and that time could be a matter of life or death to the person needing their assistance. Borough ordinance requires every house to be identified with contrasting numbers at least four (4) inches high and a minimum of half (½) inch wide.



Recipe

BANANA PUDDING SQUARES



WHAT YOU NEED

35 reduced-fat vanilla wafers, finely crushed (about 1-1/4 cups)
¼ cup margarine, melted
1 pkg. (8 oz.) PHILADELPHIA Cream Cheese, softened
½ cup powdered sugar
1 tub (8 oz.) COOL WHIP Sugar Free Whipped Topping, thawed, divided
3 bananas, sliced
2 pkg. (1 oz. each) JELL-O Vanilla Flavor Fat Free Sugar Free Instant Pudding
3 cups cold fat-free milk
½ oz. BAKER'S Semi-Sweet Chocolate, grated

MAKE IT

MIX wafer crumbs and margarine; press onto bottom of 13x9 inch dish. Refrigerate until ready to use.



BEAT cream cheese and sugar in medium bowl with whisk until blended. Stir in 1 ½ cups COOL WHIP; spread over crust; top with bananas.

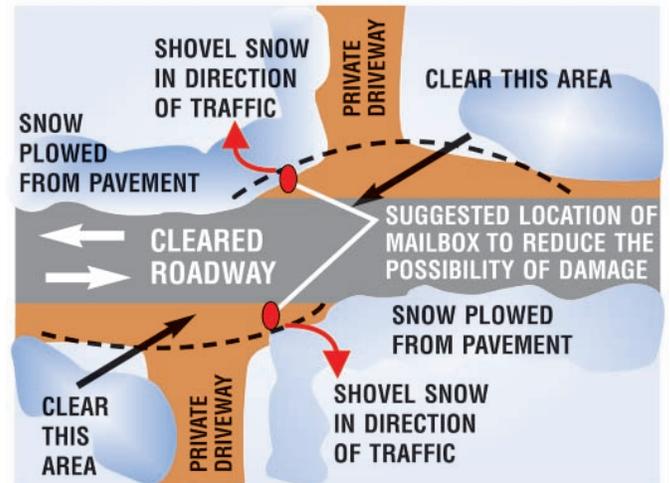
BEAT pudding mixes and milk with whisk 2 min; spread over bananas. Top with remaining COOL WHIP and chocolate. Refrigerate 3 hours

From the Desk of Public Works

Winter is upon us again, and with the winter months comes snow and ice. In an effort to ease some of the tension that comes with bad weather, the public work's crew asks for your assistance in moving your vehicle(s) from the street when a winter snow arrives. If you live in a cul-de-sac, when snow begins to accumulate you need to move your vehicle(s) out of the cul-de-sac and utilize your off-street parking spaces. This greatly improves the snow removal efforts. Signs have been posted to help snow removal in these areas. This will allow for effective plowing. Property owners with fire hydrants located around their properties are asked to remove the snow from around the hydrant when applicable. This will greatly help in the case of an emergency.

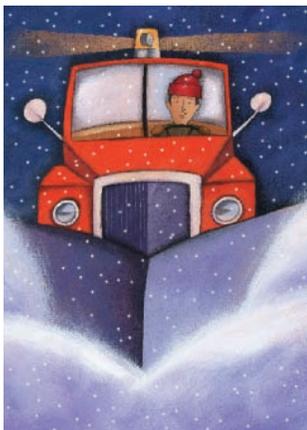
When cleaning your driveway entrance prior to the plows passing through, snow should be blown or shoveled to the right side of the drive way (when you are facing the road). By cleaning the driveway snow away from the direction of oncoming plows, it helps to prevent the bulk of the roadway snow from being pushed back into your driveway, and please do not throw the snow from your driveway or sidewalk into the street. Snow removal is a tough job and we do not like pushing snow into your driveway any more than you do, but hopefully we can both tackle the job of snow removal and come away at the end with a feeling of a job well done.'

As always, I would like to thank you in advance for your cooperation in these matters. If you have any questions regarding the information discussed in this article, please feel free to contact me at the Borough Office.



Tim Topper, *Director of Public Works*

WINTER REMINDERS



- POSTED SNOW EMERGENCY ROUTES ARE ON NORTH QUEEN STREET, SOUTH QUEEN STREET, EAST KING STREET AND WEST KING STREET.
- VEHICLES THAT ARE PARKED OR LEFT STANDING ON A SNOW EMERGENCY ROUTE MAY BE TOWED AT THE OWNER'S EXPENSE.
- PARKING IN CUL-DE-SACS IS PROHIBITED DURING A SNOW EMERGENCY UNTIL THE CUL-DE-SAC IS CLEARED.
- THE SAVING OF PARKING SPACES IS STRICTLY PROHIBITED
- SIDEWALKS MUST BE OPENED A MINIMUM WIDTH OF TWENTY-FOUR INCHES
- SNOW SHOULD BE REMOVED FROM SIDEWALKS AND GUTTERS WITHIN TWENTY-FOUR HOURS AFTER THE ACCUMULATION.
- SNOW MUST NOT BE DEPOSITED, THROWN OR STREWN ONTO STREETS
- ICE MUST BE SALTED OR CINDERED WITHIN TWENTY-FOUR HOURS OF FORMING
- OWNERS OF PROPERTY THAT HAVE A FIRE HYDRANT ARE REQUESTED TO REMOVE THE SNOW FROM AROUND THE HYDRANT
- POSTAL OFFICIALS ADVISE THAT YOU KEEP A PATHWAY TO YOUR MAILBOX, LARGE ENOUGH TO ACCOMMODATE A VEHICLE. THIS PATHWAY MUST BE KEPT FREE OF SNOW AND ICE OR YOUR MAIL MAY NOT BE DELIVERED.

THANK YOU FOR YOUR ASSISTANCE AND HAVE A SAFE WINTER SEASON!



Provide the Borough of Littlestown with your email address to receive updates on highlights from the council meetings, notifications, town newsletters and activities/events. You may contact the Borough Office at 717-359-5101 to provide your email address or you may email it to Sandy@littlestownboro.org.

OFFICE HOURS: MONDAY – FRIDAY, 7:00 A.M. TO 3:30 P.M.

The Borough Office will be closed on the following dates:

Good Friday April 3, 2015

OFFICE HOURS OF THE MAYOR

The Mayor will be available in his office every Wednesday from 8:00 a.m. until 11:00 a.m.

The Mayor's office is located at 10 South Queen Street, 2nd Floor.

LITTLESTOWN BOROUGH COUNCIL

James Eline, Sr.	Mayor	Term 2018
Ron Baird	President	Term 2016
David Wheeler	Member	Term 2016
Charlene Westcott	Member	Term 2018
Betty Bucher	Member	Term 2018
Joyce Weatherly	Member	Term 2016
Terry Moser	Member	Term 2016

MEETING REMINDERS

- All meetings of the **Littlestown Borough Council, Littlestown Borough Authority and Planning Commission** are held in the Littlestown Borough Council Chamber and Borough Meeting Room, 10 South Queen, 1st floor, Littlestown, PA 17340.
- **Borough Council and Borough Authority Meetings** are on the second and fourth Tuesday of the each month at 7:00 p.m.
- **Fire Protection Committee** will meet on the Third Thursday of each month at 7:00 pm.

Deadline to be placed on the agenda for a meeting is one week before the meeting is scheduled to occur.

BOROUGH OF LITTLESTOWN CONTACTS

- **Water and Sewer Billing** contact Karen Skinner at: 717-359-5101 ext. 30 or skinner@littlestownboro.org.
- **Water and Sewer Operations** contact Chris Stroup at: 717-359-5636 or strouplittlestownboro@comcast.net.
- Questions, complaints or concerns regarding: **Zoning, Building, Inspections, Permits and Public Works** contact Tim Topper at: 717-359-5101 ext. 34 or publicworks@littlestownboro.org.
- Questions, complaints or concerns regarding **Code** contact Bryan Westfall at: 717-359-5101 ext. 33 or codeofficer@littlestownboro.org.
- **General information** regarding the **Borough Office, Budget and Right-to-Know** contact Sandy Conrad at: 717-359-5101 ext. 31 or sandy@littlestownboro.org.
- **Non-Emergency police issues** contact the Police Department at 717-359-4511 or the non-emergency number at 717-624-2101. For **EMERGENCIES** dial 911.
- For all **General Complainants or Concerns** contact the Borough Manager Charles Kellar at: 717-359-5101 ext. 32 or ckellar@littlestownboro.org.

You may also contact the Borough Council Members at: 717-359-5101 ext. 35.

Just a couple of reminders

- The **January billing is due January 30, 2015**. Any payments received after 3:30 on that date will be considered late and will incur a 10% penalty.
- **Tenant Registry:** If a property is owned within the borough limits and as the homeowner you are not living in that address and renting it out a status of occupancy form must be filled out per Chapter 39 of the Littlestown Borough Code. This form must be filled out within ten (10) days for a change in tenant.
- **Updating of Files:** We also are still trying to update our files with current phone numbers and email addresses. This way in case there is a high water reading at the residence we would be able to contact you and offer advice on how to check for leaks in the home.

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THANK YOU TO THE BUSINESSES!

The Littlestown Borough Council would like to thank the businesses that appear in this newsletter and to recognize them each as supporters and cornerstones of our community. For it is with their contributions that this newsletter has been produced at no charge to our residents. The Borough would like to further request that citizens, in response, patronize these businesses first when given a choice as these businesses are saving each citizen tax dollars.

THE BOROUGH OF LITTLESTOWN

10 South Queen Street
Littlestown, PA 17340
Phone 717-359-5101
Fax 717-359-8441
www.littlestownboro.org



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