

# THE BOROUGH OF LITTLESTOWN



SUMMER  
2014



## Good Ole Days Festival

CELEBRATING OUR PAST -  
OUR PRESENT - AND OUR FUTURE  
*August 14th, 15th & 16th, 2014*

**THURSDAY, AUGUST 14TH AT 6:30 PM**  
PARADE

**FRIDAY, AUGUST 15TH AT 7:00 PM on the SQUARE**  
GRAND OLD CABERET  
*The Bittle Brothers present*  
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**SATURDAY, AUGUST 16TH AT 8:00 AM until 4:00PM**  
*at Crouse Park*

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*Welcome to The Borough of Littlestown!*

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## BOROUGH OF LITTLESTOWN HOLIDAYS 2014

JULY 4<sup>TH</sup> .....FOURTH OF JULY  
 SEPTEMBER 1<sup>ST</sup> .....LABOR DAY  
 NOVEMBER 11<sup>TH</sup> .....VETEREN'S DAY  
 NOVEMBER 27<sup>TH</sup> & 28<sup>TH</sup> .....THANKSGIVING AND THE DAY AFTER  
 DECEMBER 24<sup>TH</sup> & 25<sup>TH</sup> .....CHRISTMAS EVE AND CHRISTMAS DAY  
 DECEMBER 31<sup>ST</sup> .....NEW YEARS EVE  
 JANUARY 1, 2015 .....NEW YEARS DAY

### NEWEST ADDITION TO THE BOROUGH OFFICE . . .

Please take time to welcome **April Lombardi**, the newest addition to the Borough Office. April was hired as the Assistant Borough Clerk. Her function as the Assistant Borough Clerk will entail learning all the facets of the front office including water and sewer procedures. She will also assist the Borough Manager and Borough Secretary/Treasurer as needed. Please take the time to stop in an meet April if you haven't already done so.

### Water and Sewer Department

Just a reminder, if you find you need a payment plan please come into the Borough Office and we will be happy to assist you in setting up a plan that is comfortable for you. We require that the plan you have be paid in full before the next bill is mailed, so if you know you need assistance please contact us sooner than later. This will give you enough time to span your payments out over a 3 month period. The plans must be put in place before the due date of the original bill. Now that the new plans have been in place for 3 quarters the payment plan will not be an option after the initial due date.

If you are paying your bill through your online banking, please include your FULL account number and understand we are not set up for ACH deposits so we receive actual checks from your banking institution. Please keep this in mind when you are setting up your payment date.

### A Message from the Water/Wastewater Department



Grease continues to be a large problem at the wastewater treatment plant. We need residents, schools and businesses of our town to reduce the amount of grease being flushed down the wastewater drain lines. Businesses and schools need to make sure that grease traps, tanks and pit are properly being cleaned out on a regular basis. Residents once grease has cooled pour grease into a glass or plastic container and then dispose of it properly in the trash. This will help keep our drain lines from becoming slow or clogged completely. Thank you for your help in resolving this issue at the wastewater treatment plant.

### Important Election Dates to Remember:

Municipal Election.....November 4, 2014  
 First day to REGISTER after November election .....November 5, 2014  
 Municipal election: Last day for County Board of Elections to receive voted military and overseas absentee ballots (must be postmarked no later than November 4).....November 12, 2014

To register to vote in the State of Pennsylvania, an individual must meet the following qualifications:

- Must be a US citizen for at least one month before the next primary, special, municipal, or general election.
- A resident of Pennsylvania and the election district in which you want to register and vote for at least 30 days before the next primary, special, municipal, or general election.
- At least 18 years of age on or before the day of the next primary, special, municipal, or general election.



*For more information regarding voter registration please visit:*  
<http://www.adamscounty.us/CountyOffices/Administrative/ElectionsVoterRegistration.aspx>

# BULK ITEM DROP OFF

The Borough once again is offering a Summer Clean Up to all Borough residents and property owners. The Borough will be accepting the following items at the stone lot beside the Alpha Fire Company (40 East King Street), on Saturday August 2nd from 9:00 am until Noon. Items accepted consist of chairs, couch/sofa, mattresses, box springs, computers, carpet, dryers, stoves, washers, televisions, refrigerators, dehumidifiers, freezer, air conditioners, etc. DFS/Fesmire (items containing Freon) must be removed and we will not accept any hazardous materials or tires. A flat rate of \$25.00 per truck load (for vehicles up to 1 ton in size). Persons using larger vehicles will be assessed a proportionately higher fee. For additional information regarding Clean Up, please contact the Borough Office at 717-359-5101.



*Please note due to lack of participation this will be the last year the Borough will offer this service.*



## LEAF COLLECTION

It is that time of year to begin Leaf Collection in The Borough of Littlestown. Every Monday starting on October 27th through December 8th, the Borough will be offering Leaf Collection. Leaves must be bagged and placed along the curb by 7:30 AM. It is very important that the bags contain ONLY leaves and that they are separated from garbage that is also scheduled for pickup on Mondays.

# GARBAGE AND WEEDS



## GARBAGE AND RUBBISH:

Per Chapter 29 of the Littlestown Borough Code it shall be unlawful for anybody to deposit, accumulate or to permit the accumulation of any garbage (including, but not limited to animal and vegetable waste resulting from the handling, preparation, cooking and consumption of foods) or rubbish (including, but not limited to glass, metal, paper, plant growth, wood or non-putrescible solid wastes); or to store or permit the storage of abandoned or junked motor vehicles, motor vehicle parts, furniture, furnishings or equipment on any public or private grounds within the Borough limits of the Borough of Littlestown in such a manner as to constitute a nuisance.

It shall be unlawful to store garbage or rubbish in containers other than those which shall be made of durable, watertight, rust-resistant material having a tight-fitting lid which must be kept on the container when in use. The containers must be kept clean by thorough rinsing and draining as often as necessary so as not to provide food or breeding areas for flies.

It shall be unlawful to dump, burn, bury, destroy or otherwise dispose of garbage or refuse except at an approved disposal site.

## WEED NUISANCE:

No person owning or occupying any property within the Borough shall permit any grass or weeds or any vegetation whatsoever, not edible or planted for some useful or ornamental purpose, to grow or remain upon such premises so as to exceed a height of twelve (12) inches or to throw off any unpleasant or noxious odor, or to create a visual hazard at any intersection. Any grass, weeds or other vegetation growing upon any premises in the Borough in violation is hereby declared to be a nuisance and detrimental to the health, safety, cleanliness and comfort of the inhabitants of the Borough.



## WALKING THE DOG

With the joys of summer upon us many of you will begin to enjoy the outdoors with your dog. Dog owners are reminded that you must clean up after your pet and dispose of the waste properly. Please be considerate to your neighbors and the public places within the Borough!

## From the Desk of Public Works

As summer arrives, I would like to provide some information to the residents pertaining to several borough matters.

As stated in the last town crier, The Wastewater Treatment Plant Upgrade is underway. Work continues on-site with the forming, reinforcing and pouring of concrete for the Aerobic Digester and Anaerobic Tank. Excavation has started for the Electrical Building and Solids Handling Building footers, also with the installation of miscellaneous yard piping. The project is still scheduled to be completed in February 2014.



The Borough once again is offering a Summer Clean Up to all Borough residents and property owners. The Borough will be accepting the following items at the stone lot beside the Alpha Fire Company (40 East King Street) on ~~Saturday, July 20th from~~ 9:00 am until Noon. Items accepted consist of chairs, couch/sofa, mattresses, box springs computers, carpet, dryers, stoves, washers, televisions, refrigerators, dehumidifiers, freezers, air conditioners, ect. CFS/Fesmire (items containing Freon) must be removed and we will not accept any hazardous materials or tires. A flat rate of \$25.00 per truck load (for vehicles up to 1 ton in size). Persons using larger vehicles will be assessed a proportionately higher fee. For additional information regarding Clean Up, please contact the Borough Office.

The Borough also provides a brush pile where residents can bring tree branches, limbs and bush cuttings. These items may be brought to the old Lawver property, located beside the Quarry, during Borough business hours (Monday through Friday from 7:00 am until 3:30 pm). However, there is a small charge of \$5.00 per load. This fee must be paid at the Borough Office before the brush can be dropped off.

Property owners are also reminded that any outside building construction or renovations to your property or house requires a building permit. When erecting a fence, make sure that you know where your property lines are to avoid any kind of conflict with your neighbors. When applying for a permit, make sure you have a drawing of the property showing the work that you plan to do. If you are hiring a contractor to do any kind of home remodeling or construction, please make sure your contractor is registered with the State before you sign a contract, and do not rely on a handshake. All contractors must display their official registrations number on all estimates, contracts, and proposals. Taking this step will help prevent home improvement frauds.

If you have any questions regarding the information discussed in this article, please feel free to contact me at the Borough office.

*Tim Topper*

Tim Topper, *Director of Public Works*



### Wave Your Flag "Cake"

#### WHAT YOU NEED:

- 4 cups fresh strawberries, divided
- 1-1/2 cups boiling water
- 2 pkg. (3 oz. each) JELL-O Gelatin, any red flavor
- Ice cubes
- 1 cup cold water
- 1 pkg. (12 oz.) prepared pound cake, cut into 10 slices
- 1-1/3 cups blueberries, divided
- 1 tub (8 oz.) COOL WHIP Whipped Topping, thawed



- **SLICE** 1 cup strawberries; cut remaining strawberries in half.
- **ADD** boiling water to gelatin mixes in large bowl; stir 2 min. until completely dissolved. Add enough ice to cold water to measure 2 cups. Add to gelatin; stir until ice is melted. Refrigerate 5 min. or until slightly thickened. Meanwhile, cover bottom of 13x9-inch dish with cake slices.
- **ADD** sliced strawberries and 1 cup blueberries to thickened gelatin; stir gently. Spoon over cake. Refrigerate 4 hours or until firm.
- **SPREAD COOL WHIP** over dessert. Top with fruit to resemble the flag, using strawberries for the stripes and remaining blueberries for the stars.



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

The Borough Office will be closed on the following dates:

*July 4th - Independence Day*

*September 1st - Labor Day*

## 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
Paul Sharpless	Member	Term 2018

## MEETING REMINDERS

- **ALL MEETINGS** of the Littlestown Borough Council and Planning Commission are held in the Littlestown Borough Council Chamber and Borough Meeting Room, 10 South Queen , Littlestown, PA 17340.
- **BOROUGH COUNCIL MEETINGS** are on the second and fourth Tuesday of the each month at 7:00 p.m.
- **UTILITIES/INFLOW & INFILTRATION COMMITTEE** will meet on the Fourth Tuesday of each month at 6:00 pm.
- **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](mailto:skinner@littlestownboro.org).
  - **Water and Sewer Operations** contact Chris Stroup at: 717-359-5636 or [strouplittlestownboro@comcast.net](mailto: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](mailto:publicworks@littlestownboro.org).
  - Questions, complaints or concerns regarding **Code** contact Bryan Westfall at: 717-359-5101 ext. 33 or [codeofficer@littlestownboro.org](mailto: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](mailto: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 Compliants or Concerns** contact the Borough Manager Charles Kellar at: 717-359-5101 ext. 32 or [ckellar@littlestownboro.org](mailto:ckellar@littlestownboro.org).
- You may also contact the Borough Council Members at: 717-359-5101 ext. 35.

## Just a couple of reminders

- **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 advise on how to check for leaks in the home.

Welcome to  
**Hanover Medical Group/Littlestown**

300 W. King St., Suite A, Littlestown, PA 17340  
**Dr. Charles Kovalchick D.O. & Sabrina Sterner, PA-C**  
Phone: 717-359-9214 • Fax: 717-359-8120

**HOURS:**

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

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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](mailto:Sandy@littlestownboro.org).*

*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**

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