

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

THE BOROUGH OF LITTLESTOWN



Fall 2015



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From the Desk of Ron Baird Council President

It was great summer but it has come to an end. It has been a great year, and now we are ready to move forward as a community and plan our adventures for next year.

This year Littlestown celebrated **250 years**. On July 15, 1765 is when Peter Little sold the first six lots in Littlestown. So In honor of the 250th Anniversary the Littlestown Borough Council proclaimed the week of July 15th Founders Day week. The Littlestown Historical Society along with many volunteers worked hard to make sure the 250th celebration went off with a hit. This was a special time for members of our Community to learn about the rich history of Littlestown. I hope it has made many realize what a wonderful town Littlestown was and still is. Littlestown is something this community should be proud of.



Christmas on the Square is in the works. The first Saturday in December will be the night we welcome Santa into Littlestown and light our Town Tree. Please mark your calendars and bring the family out for an evening of holiday fun. We are again looking for vendors for this event. Please contact the Borough Office if you are interested and need more information (717)359-5101.



We as the Borough Council and entire staff strive to make Littlestown a great place to live and raise your children. Our goal is, when you are asked where you live, you are proud to say:

LITTLESTOWN PENNSYLVANIA!

Respectfully,
 Ron Baird
 President Littlestown Borough Council

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HOURS:
 Monday 7:30 a.m. - 5:00 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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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.

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

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
Charlene Westcott	Member	Term 2018
David Wheeler	Member	Term 2016
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 Bobbi Eyler at: 717-359-5101 ext. 30, boroughclerk@littlestownboro.org or Carol Dillman at: 717-359-5101 ext. 36, assistantclerk@littlestownboro.org.
- Water and Sewer Operations** contact Chris Stroup at: 717-359-5636 or strouplittlestownboro@comcast.net.
- Questions, complaints or concerns regarding: **Codes, Zoning, Building, Inspections, Permits and Public Works** contact Charles Kellar at: 717-359-5101 ext. 32 or ckellar@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 Compliants or Concerns** contact the Borough Manager Charles Kellar at: 717-359-5101 ext. 32 or ckellar@littlestownboro.org.

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 offer advice on how to check for leaks in the home.

BOROUGH OF LITTLESTOWN HOLIDAYS 2015

- | | | |
|---------------------------------|--------------------------------------|---------------------------------|
| • JULY 3rd – FOURTH OF JULY | NOVEMBER 26th & 27th – THANKSGIVING | AND CHRISTMAS DAY |
| • SEPTEMBER 7th – LABOR DAY | AND THE DAY AFTER | DECEMBER 31st – NEW YEARS EVE |
| • NOVEMBER 11th – VETEREN'S DAY | DECEMBER 24th & 25th – CHRISTMAS EVE | JANUARY 1, 2016 – NEW YEARS DAY |

HALLOWEEN

LITTLESTOWN BOROUGH TRICK OR TREATING WILL BE SATURDAY OCTOBER 31th

TRICK OR TREAT SAFETY TIPS:

1. BE SURE AN ADULT OR OLDER RESPONSIBLE YOUTH IS SUPERVISING CHILDREN UNDER 12
2. PLAN AND DISCUSS A ROUTE
3. STOP AT HOUSES THAT ARE WELL LIT AND NEVER ENTER A STRANGERS HOME
4. WALK AND DO NOT RUN; STAY ON SIDEWALKS
5. IF WEARING A MASK, BE SURE IT HAS LARGE EYE HOLES SO IT DOES NOT OBSTRUCT THE CHILDS SIGHT.
6. COSTUMES SHOULD NOT BE SO LONG THAT THEY ARE A TRIPPING HAZARD
7. IF COSTUMES ARE A DARK COLOR, USE RETRO-REFLECTIVE TAPE STRIPS SO THAT THE CHILD IS VISIBLE
8. KNIVES, SWORDS OR OTHER ACCESSORIES SHOULD BE MADE OF FLEXIBLE MATERIALS TO AVOID INJURIES
9. INSIST THAT ALL TREATS BE BROUGHT HOME FOR INSPECTION BEFORE ANYTHING IS EATEN



HAVE FUN & BE SAFE!!!

LEAF PICKUP

The Borough of Littlestown will begin collecting leaves on Monday October 26TH at 7:30 a.m. and will collect bags every Monday until Monday December 7th. Bags must not contain any grass, shrubbery, debris or garbage. If you have garbage collection on Mondays, please separate your bags to insure proper disposal.



DAYLIGHT SAVING TIME

WHEN DO WE CHANGE OUR CLOCKS?

DAYLIGHT SAVING TIME ENDS AT 2:00 AM

SUNDAY NOVEMBER 1st

WE FALL BACK ONE HOUR



CHRISTMAS ON THE SQUARE

VENDORS NEEDED

Littlestown Christmas on the Square is looking for vendors for our outdoor event.

The event is FREE • 5:00pm until 7:00pm on December 5th.

Please call the Littlestown Borough office if you are interested – 717-359-5101.

From the Desk of the Chief of Police and Borough Manager

It's hard to believe summer is over, kids are back in school and we are getting snow plows ready. But one thing is for certain, if you did not have fun this summer with all of the events that took place in the Borough of Littlestown, you were just born not to have fun I guess. From the Memorial day parade, 250th celebration, fireworks, 250th Parade, Alpha carnival, Good Old Days, the Bittle Boys shows and our first annual wine festival there was something for everyone. I can't thank everyone enough who dedicated their time and talents to making these events possible. I would also like to thank our sponsors who donated funds to help cover the costs. Please remember our upcoming events, as you are well aware Halloween is just around the corner which is scheduled for October 31, 2015 from 6:00pm to 8:00pm. Please remember that all of our little ones will be out on the streets so please drive careful. The Littlestown Police will be out in force making sure the streets are safe for the kids to have fun. We will also have candy so make sure the kids see the officers and get there treats. Please mark your calendars and join us on the square for our annual Christmas on the Square festivities Saturday December 5, 2015.



Now that winter is fast approaching please remember that during snow events all vehicles must be removed from cul-de-sacs as soon as snow starts to accumulate on the roadways. As you are well aware Queen Street (rt.97) and King Street (rt.194) are State roads and are also snow emergency routes. The State will notify the Borough and request that it be placed into effect so they can clear the roads. As a general rule if we are expected to get more than three inches the state will most likely request that the snow emergency be placed into effect. Fortunately we have a good working relationship with Penn-Dot and they try to give me advance notice as to when they want to put it into effect. Please check the Borough's website, Talk of the Town and stay tune to your local news stations for the latest update. And please remember to give our plow drivers some courtesy when they are removing snow from the roadways. It is a difficult task and they have a lot of streets to get cleared and a short time to do it in. If I can offer a word of advice, it is never a good idea to jump in front of a ten ton dump truck loaded with salt in an attempt to stop them from pushing snow in your drive way. Trust me if they can't get it stopped, it's going to leave a mark. On behalf of myself and all of the Borough employees we hope you have a Merry Christmas and a safe and happy Holiday season. We look forward to seeing you at Christmas on the Square.



Littlestown Police warn of IRS scam!!

We have receiving several reports that residents have been receiving calls from the Internal Revenue Service that they owe money to the IRS. This is quite a sophisticated phone scam targeting taxpayers including immigrants and the elderly. Using fake names and IRS badge numbers these con artist can sound convincing. Victims are told they owe money to the IRS and it must be paid promptly through a pre-loaded debit card or wire transfer. If the victims refuse to cooperate, they are threatened with arrest, deportation or suspension of a business or drivers license. In many cases the caller becomes very aggressive as well as hostile and insulting. Sometimes victims are told they are owed a refund in hopes of getting them to share private information. And if no one answers they will leave a urgent call back request. Don't call them back.

The following are guidelines to follow to avoid being victimized by IRS scams:

1. The IRS never would demand immediate payment, nor would it call about taxes owed without first having mailed a bill.
2. The IRS never would demand the payment of taxes without providing the opportunity to question or appeal the amount a person is said to owe.
3. The IRS never would require a taxpayer to use a specific payment method to pay taxes, such as a pre-paid debit card.
4. The IRS never would request credit or debit card numbers on the phone or threaten to call the local police or other law-enforcement groups to have a taxpayer arrested for non-payment.

This is just one of many scams that go on throughout the year. If at any time you receive a call like this do not provide them with anything period. They are very good at getting personal information or scamming you to send them money. Hang up the phone and call the Littlestown Police and we will discuss the incident with you. Remember the only thing that is free in this life is bad advise. If it sounds to good to be true it isn't.



Other News:

The Borough is going through a code recodification process. We're at the last stage of the codification process. Once this is completed a link will be published on the Borough's Website. The Borough's website will also be getting a small facelift, so please be patient with us while this process occurs. At this time we are not sure if this will happen this year or sometime next year.

The **October billing** is due on October 30, 2015 by 3:30 pm. Any payments received after 3:30 on that date will be considered late and will incur a 10% penalty.

It's That Time Again...

It's hard to believe that Fall and Winter are just around the corner...but here it comes. As Fall arrives everyone will be busy preparing for the upcoming holidays. To make them enjoyable and safe for our family and friends we as residents and homeowners need to take a look at our properties and ensure that they are ready for the upcoming seasons as well.

While it is the Borough's responsibility to keep trees standing upon any public place within the Borough trimmed in order to prevent conflict with the public welfare; property owners have responsibilities of their own. In accordance with Chapter 64, private property owners need to ensure that all trees on their property that overhang the sidewalk or roadway are trimmed to a height of twelve (12) feet above the roadway and seven (7) feet above the sidewalk. Keeping your trees trimmed not only appear neat and well kept but prevents damage to vehicles during the upcoming winter storms, saving everyone the high cost of repairs.



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 (1/2) inch wide.



CHRISTMAS TREE PICKUP

Christmas trees will be picked up Saturday January 2, 2016. Please place trees at the curb by 11:00 am.

New downtown Businesses that were approved:

- **Littlestown Optical** – 407 North Queen Street
- **Joe's Small Engine Repair** – 5 West King Street
- **Art & Tattoo Parlor** – 24 East King Street
- **Center City Tires** – 302 South Queen Street
- **Barber Shop** – 28 South Queen Street
- **Retail Shop** – 34 South Queen Street

Ordinances passed:

- **Ordinance #670** – Chapter 54, Sewer Use (Grease Traps)
- **Ordinance #672** – Chapter 68.25.1.(b) and 68.25.2, Snow Removal
- **Ordinance #671** – Chapter 70, Water/Sewer Shut Off
- **Ordinance #673** – Chapter 38, Nuisances

Other items of business passed:

Revised Developers Construction Standards

Releasing of the Moratorium for inside and outside connections

STREET LIGHTS IN THE BOROUGH

The Borough has many streetlights which are owned by Met-Ed, Adams Electric and the Borough. If you have a street light out on your street, please contact the borough office with the location of the light. We will send someone out to retrieve the pole number and contact the proper company to report the light outage.

