

CALL TO ORDER

The Borough Council met in regular session and the meeting was called to order at 7:00 p.m. with Council President Rick Adams Presiding

ATTENDANCE

Council Members Present:

Rick Adams (President), Kevin Clark, David Wheeler, William Brown, Tim Mayers, Donna Shadle (Mayor), and Jim Eline (Vice President)

Additional Borough Representation:

Linda Hess (Borough Manager), Sandy Conrad (Borough Secretary/Treasurer), Tim Topper (Director of Public Works), Dave Arndt (Code Enforcement Officer)

Others in Attendance:

Mike LaCasa (Sheetz), Jim Long (FCAP), John Luciani (FCAP), Aaron Young (Gettysburg Times), Jon Holmes (HRG), Harry McKean (New Age Associates) and Larry Unger

APPROVAL OF MINUTES

*JUNE 10, 2008 WORKSHOP
MEETING MINUTES*

Council Member Clark made a MOTION, seconded by Council Member Brown, to approve the minutes from the June 10, 2008 Workshop meeting of Council as written. Council President Adams asked if there were any corrections, comments or questions. None were given. **Vote: 6-0 in favor of the motion.**

**APPROVAL AND
PAYMENT OF BILLS**

Council Vice President Eline made a MOTION, seconded by Council Member Clark, to pay the bills in the amount of \$114,629.75. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

**APPROVAL OF
REVENUE AND
EXPENDITURES**

FINANCIAL REPORT

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to approve the Financial Report for June 24, 2008. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

UNFINISHED BUSINESS

***COMCAST FRANCHISE
AGREEMENT***

Council Member Clark made a MOTION, seconded by Council Member Mayers, to approve the Comcast Franchise Agreement as presented to Council. Council President Adams asked if there were any questions or comments. None were given. Vote: 6-0 in favor of the motion.

***ADVERTISE AN ORDINANCE
REGARDING POLITICAL SIGNS***

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to advertise an Ordinance to amend the following Littlestown Zoning Ordinances, Chapter 73, Article 100, Section 102.3; Article 700, Section 701.2, Paragraph B, Sub Paragraph 7; Article 700, Section 701.2, Paragraph D; Article 700, Section 701.3, Paragraph E; Article 700, Section 701.4; Article 700, Section 701.5; Article 700, Section 701.6; Article 700, Section 701.7; Article 900, Section 902.7; Article 900 Section 904.1 and Chapter 45 of the Littlestown Borough Code, Article II Section 45-8 regarding political signs for a Public Hearing on July 22, 2008. Council President Adams asked if there were any questions or comments. None were given. Vote: 6-0 in favor of the motion.

***ADVERTISE AN ORDINANCE
REGARDING WATER SHUT
OFF PROCEDURES***

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to advertise an Ordinance adopting procedures for public water and sewer services billing, collection and water shut-off amending Section 70-23 and 70-24 of Article III of Chapter 70 of the Littlestown Borough Code amended with the removal of mobile homes and trailer parks. Council President Adams asked if there were any questions or comments. None were given. Vote: 6-0 in favor of the motion.

***ADVERTISE AN ORDINANCE
REGARDING SNOW REMOVAL
IN CUL-DE-SACS***

Council Vice President Eline made a MOTION, seconded by Council Member Mayers, to advertise an Ordinance amending Chapter 68, Article III-A, Sections 68-25.1 of the Littlestown Borough Code relating to designated Snow Emergency Routes and snow removal in Borough cul-de-sacs. Council President Adams asked if there were any questions or comments. None were given. Vote: 6-0 in favor of the motion.

REQUEST FOR GOOD OLD DAYS

Council Vice President Eline made a MOTION, seconded by Council Member Brown, to approve the following request from the Good Old Days Committee:

- 1. Use of Crouse Park on August 16, 2008, with preparation starting on August 15, 2008;**

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 24, 2008

490

***REQUEST FOR GOOD OLD DAYS
(CONTINUED)***

2. **Roads blocked off to thru traffic around park and on Glenwyn Drive on August 16, 2008 from 6:00 a.m. to 5:00 p.m.;**
3. **Public rest room facilities at Maple Avenue be open;**
4. **Vendor parking be allowed at Maple Avenue Park;**
5. **Place ramps for access over curbs at Crouse Park**

NEW BUSINESS

***REQUEST FROM YMCA
5K RACE***

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to approve the request from the YMCA to use Parkway Drive from 6:00 p.m. to 7:00 p.m. on Thursday, July 31, 2008 for the 10th Annual “Every Child is a Gift” 5K Race. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

***REQUEST FROM ADAMS
COUNTY TRANSIT AUTHORITY***

The Adams County Transit Authority is requesting a donation. Council requested more information on the transportation provided to Littlestown. Decision on a donation will not be made until Council receives more information.

***REQUEST FROM ADAMS
COUNTY SPCA***

Council Member Clark made a MOTION, seconded by Council Member Eline, to table the request from the Adams County SPCA for a donation to the Finance Committee. Council President Adams stated this was a non-agenda item and asked if there were any public questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

REPORTS

BOROUGH ENGINEER – HRG

Jonathan Holmes with Herbert, Rowland and Grubic gave Council updates on the following projects:

1. King and Queen Streetscape
2. Monarch & Boyer Streets
3. Sells Parking Lot Improvements
4. Lumber Street
5. Pavement Management Program
6. Quarry Filtration
7. Act 537 PADEP Sewage Facilities Plan update
8. Plan Reviews

BOROUGH MANAGER

Borough Manager Hess stated that her monthly report was provided earlier to Borough Council.

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 24, 2008

491

- MAYOR/CHIEF OF POLICE*** Mayor, Shadle stated that a total of \$5,273.60 was turned into the Borough. This is a combined total of the Mayor and Police fines.
- DIRECTOR OF PUBLIC WORKS*** Tim Topper, Director of Public Works stated that his monthly report was provided earlier to Borough Council.
- CODE ENFORCEMENT OFFICER*** Dave Arndt, Code Enforcement Officer stated that his monthly report was provided earlier to Borough Council.
- CHIEF WATER/SEWER OPERATOR*** The water/sewer supervisors report was provided earlier to Borough Council.
- APPROVAL OF REPORTS*** Council Vice President Eline made a MOTION, seconded by Council Member Brown, to accept the reports as written. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

REPORTS OF BOARDS
COMMISSIONS AND
COMMITTEES

- RECREATION BOARD** Minutes of June 17, 2008 meeting were submitted. No action is required.
- PLANNING COMMISSION**
- APPROVAL OF A WAIVER TO SUBMIT PRELIMINARY/FINAL PLAN FOR SHEETZ STORE #141*** Council Member Clark made a MOTION, seconded by Council Vice President Eline, to approve a waiver to submit preliminary/final plan for the Final Land Development Plan for 35 East King Street, Sheetz Store #141, of Littlestown, Pennsylvania. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**
- APPROVAL OF A WAIVER OF A DUMPSTER ALONG EAST CHARLES STREET (ALLEY)*** Council Member Clark made a MOTION, seconded by Council Member Wheeler, to approve a waiver to allow a dumpster along East Charles Street (alley) to be inside the required setbacks as far from the Alley as other buildings in that section of East Charles Street for the Final Land Development Plan for 35 East King Street, Sheetz Store #141, of Littlestown, Pennsylvania. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

*APPROVAL OF A WAIVER FOR
RELIEF FROM SITE DISTANCES*

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to approve a waiver to provide relief from the site distances at East Charles and Riden Alley and Riden Alley and East King Street for the Final Land Development Plan for 35 East King Street, Sheetz Store #141, of Littlestown, Pennsylvania. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

*APPROVAL OF A WAIVER FOR
LOT COVERAGE REQUIREMENT*

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to approve a waiver of the lot coverage requirement for the Final Land Development Plan for 35 East King Street, Sheetz Store #141, of Littlestown, Pennsylvania. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

*APPROVAL OF THE FINAL LAND
DEVELOPMENT PLAN FOR
SHEETZ*

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to approve the recommendation from the Planning Commission for the approval of the Final Land Development Plan for 35 East King Street, Sheetz Store #141, of Littlestown, Pennsylvania, contingent upon a Development Approval Agreement being signed. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

*REQUEST OF CHANGE OF
OCCUPANCY AT 102-104
NEWARK STREET*

Council Member Clark made a MOTION, seconded by Council Member Brown, to approve the recommendations of the Littlestown Planning Commission to approve the renovation and change of occupancy of 102-104 Newark Street, Keith Crawmer, and with the understanding that once the detached structure, known as "Rips Crab Shack", is no longer in business that the use within that structure no longer be for retail business enterprises and the building or area to be used for parking. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

COMMUNITY RELATIONS

*CLARIFICATION OF THE SENIOR
CENTER*

Committee Chairman, Brown stated that there was a misunderstanding at the June 10, 2008 Workshop meeting regarding the Littlestown Senior Center. The Center is open to various organizations in the area for use. In order to use the Center the organization must go through the Centers manager for scheduling and a usage agreement must be signed.

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 24, 2008

493

I&I COMMITTEE

***APPROVAL OF A PROPOSAL
FROM PA ENVIRONMENTAL
SERVICES***

Council Member Mayers made a MOTION, seconded by Council Member Clark, to approve the proposal from PA Environmental Solutions for a full six months training with an amount not to exceed \$10,000.00. The cost of the service is to be taken from account number 06-445-450. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

ADJOURNMENT

Council Vice President Eline, made a MOTION, seconded by Council Member Brown, to adjourn the Regular Meeting of Council. Council President Adams asked if there were any questions or comments. None were given. **Vote: 6-0 in favor of the motion.**

The meeting adjourned at 8:15 p.m.

Sandy Conrad
Borough Secretary

(SEAL)