

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL WORKSHOP MEETING ▪ OCTOBER 14, 2008

522

CALL TO ORDER

The Borough Council met in a workshop session and the meeting was called to order at 7:00 p.m. with Council Vice President Jim Eline Presiding.

ATTENDANCE

Council Members Present:

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

Council Members Excused:

Rick Adams (President)

Additional Borough Representation:

Linda Hess (Borough Manager), Sandy Conrad (Borough Secretary/Treasurer), Dave Arndt (Code Enforcement Officer) and John White (Solicitor)

Others in Attendance:

Kenneth Frock, Bo Louey, Kara Newcomer (Evening Sun), Harry McKean (Stoners Farm), Rob Leshner (Adams County Library System), Mike Pavlovich (Adams County Library System), Ron Jones (Adams County Library System), Larry Unger, Richard Bolger, Randall Rolls and Aaron Young (Gettysburg Times)

APPROVAL OF MINUTES

***SEPTEMBER 23, 2008 REGULAR
MEETING MINUTES***

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to approve the minutes from the September 23, 2008 Regular meeting of Council as written. Council Vice President Eline asked if there were any corrections, comments or questions. None were provided. **Vote: 5-0 in favor of the motion.**

DELEGATION

***MR. KENNETH FROCK
ADAMS COUNTY LIBRARY
SYSTEM***

Mr. Kenneth Frock expressed some concerns regarding issues with some of the Borough staff and our legal council. Mr. Rob Leshner approached Council with concern regarding the Littlestown Library. The Library System would like to work in conjunction with the Borough to make sure that the Library stays in Littlestown when the Borough Building at 46 East King Street is turned over to the Alpha Fire Company. Borough Manager Hess stated that the Borough would do everything possible to work with the Library system to find a new location. Council agreed that no one wants to see the library leave because it has been a great asset to our community.

**APPROVAL AND
PAYMENT OF BILLS**

Council Member Clark made a MOTION, seconded by Council Member Brown, to pay the bills in the amount of \$98,398.59. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

**APPROVAL OF
REVENUE AND
EXPENDITURES**

TREASURER'S REPORT

Council Member Clark made a MOTION, seconded by Council Member Brown, to approve the Treasurer's Report of Revenues reported for the month of September. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

***2008 4TH QUARTER
BUDGET AMENDMENTS***

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to approve the recommended 2008 fourth quarter budget adjustments for the Borough of Littlestown. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

UNFINISHED BUSINESS

***INTERVIEW AND APPOINTMENT
OF CANDIDATES FOR THE
VACANT PLANNING
COMMISSION SEAT***

Council interviewed Mr. Richard Bolger, Ms. Karen Bo Louey and Mr. Randall Rolls for the vacant seat on the Planning Commission once held by Steve Kress.

Council Member Brown made a MOTION, to appoint Mr. Richard Bolger to the Planning Commission. Motion died due to a lack of second.

Council Member Brown made a MOTION, seconded by Council Vice President Eline, to appoint Richard Bolger to fill the vacant seat on the Planning Commission with a term to expire January 1, 2010. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 2-3 not in favor of the motion.** (Council Members Clark, Wheeler and Mayers opposed)

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL WORKSHOP MEETING ▪ OCTOBER 14, 2008

524

***INTERVIEW AND APPOINTMENT
OF CANDIDATES FOR THE
VACANT PLANNING
COMMISSION SEAT
(CONTINUED)***

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to appoint Mr. Randall Rolls to fill the vacant seat on the Planning Commission with a term to expire January 1, 2010. Council Vice President Eline asked if there were any questions or comments. None were provided. Vote: 5-0 in favor of the motion.

***ROYAL FARMS 45-DAY
EXTENSION***

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to approve the request from 450 North Queen Street, Royal Farms Land Development Plan for a 45-day extension that will end on November 24, 2008. Council Vice President Eline asked if there were any questions or comments. None were provided. Vote: 5-0 in favor of the motion.

NEW BUSINESS

***DUCTLESS MINI SPLIT SYSTEM
FOR 10 SOUTH QUEEN STREET
COMPUTER ROOM***

Council Member Clark made a MOTION, seconded by Council Member Mayers, to approve the purchase of a ductless mini split heat pump for the computer room at 10 South Queen Street from Baird Heating and Cooling Inc., Littlestown, PA for the lowest bid price of \$3200.00. Council Vice President Eline asked if there were any questions or comments. Council Member Clark gave some background information on why it was necessary for the purchase of the equipment. There was also an option on a 9,000 BTU system, which will be substantially lower, and the contract price would be amended. After further discussion, Solicitor White advised Council that if they approve the proposal they would be stuck with the listed equipment and price unless the contractor was willing to do a change order. No further questions or comments were provided. Vote: 0-5 not in favor of the motion.

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to direct the Borough Manager to purchase a 9,000 BTU ductless mini split cooling system for the computer room at 10 South Queen Street with an amount not to exceed \$3,200.00. Council Vice President Eline asked if there were any questions or comments. None were provided. Vote: 5-0 in favor of the motion.

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL WORKSHOP MEETING ▪ OCTOBER 14, 2008

525

***APPOINTMENT TO ADAMS
COUNTY WATER ADVISORY
COMMITTEE***

Council Member Clark made a MOTION, seconded by Council Member Brown, to table the appointment to the Adams County Water Advisory Committee until the October 28, 2008 Regular Meeting to give those interested time to read over the materials. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

***AMENDMENT TO THE
CROSSING GUARD JOB
DESCRIPTION***

Council Member Clark made a MOTION, seconded by Council Member Wheeler, to table the amendment to the Crossing Guard Job Description until the October 28, 2008 Regular Meeting of Council. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

***150 MONARCH STREET
CONTRACT AMENDMENT***

Council Member Mayers made a MOTION, seconded by Council Member Wheeler, to approve the 150 Monarch Street contract amendment in the amount of \$12,600.00. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

REPORTS

***SOLICITOR WHITE
150 MONARCH STREET LLC
EMINENT DOMAIN
PROCEEDING***

Solicitor White stated that the issue of 150 Monarch Street LLC would be discussed in an executive session.

NON-AGENDA

***KINGSDALE HAY RIDE
THROUGH LITTLESTOWN***

Council Member Brown made a MOTION, seconded by Council Member Clark, to deny the request, due to safety reasons and the recommendation of Chief Baker, from the Kingsdale Fire Company to hold a hay ride through the Borough of Littlestown on Friday October 24, 2008 and Saturday October 25, 2008 from 7pm until 11pm. Council Vice President Eline stated that this was a non-agenda item and asked for any public questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

***10 SOUTH QUEEN STREET
PARKING***

Mayor Shadle made a recommendation to Council that all meters be removed from the 10 South Queen Street parking lot and signs to be purchased and installed reading "Employee and Borough business only all others will be towed". Mayor Shadle further stated that if any other business would have purchased the building the parking lot

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL WORKSHOP MEETING ▪ OCTOBER 14, 2008

526

***10 SOUTH QUEEN STREET
PARKING
(CONTINUED)***

would be for their business only. Furthermore it is safer for the patrons to park in Sells Parking Lot to access the businesses.

Council Member Brown made a MOTION, seconded by Council Member Wheeler, to direct the Borough Solicitor to draft an ordinance making 10 South Queen Street parking lot private and Sells Parking Lot public. Council Vice President Eline stated that this was a non-agenda item and asked for public questions or comments. Larry Unger stated that he was opposed to the decision the Council and Mayor were making. No further questions or comments were provided. **Vote: 4-1 in favor of the motion.** *(Council Vice President Eline was opposed)*

CORRESPONDENCE

***LETTER OF SUPPORT FOR THE
CONTINUATION OF THE ADAMS
COUNTY LIBRARY SYSTEM***

Council Vice President Eline read a letter dated September 22, 2008 from the GFWC Women's Community Club of Littlestown. The letter expressed concern at the prospect of losing the Littlestown Library.

2009 BUDGET

***ADVERTISEMENT THAT THE
2009 BUDGET IS ON DISPLAY***

Council Member Wheeler made a MOTION, seconded by Council Member Brown, to advertise the 2009 Budget notice Council Vice President Eline asked if there were any questions or comments. Council Member Wheeler stated that he has problem with raising the tax rate by one mill. He also feels that the budget could be created without an increase. Borough Manager Hess stated that we were able to create a budget that was only one percent above last years budget and in order to do this it shows that the Borough did a lot of cost cutting and minimum revenue raising. Council Member Clark informed Council Member Wheeler that the Finance Committee would be more than happy to review his proposed detailed budget. No further questions or comments were provided. **Vote: 5-0 in favor of the motion.**

PUBLIC COMMENT

Mr. Larry Unger and Mr. Richard Bolger expressed their concerns regarding trucks traveling on Walnut Street during all hours of the day and night. Mayor Shadle stated that she would take care of the issue.

THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL WORKSHOP MEETING ▪ OCTOBER 14, 2008

527

ADJOURN OPEN MEETING

Council Vice President Eline announced, at 9:10 p.m. that the Borough Council would adjourn the regular meeting for an Executive Session to discuss legal matters.

Council Member Clark made a MOTION seconded by Council Vice President Eline, to go into an Executive Session to discuss legal matters. Council President Adams asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

RECONVENE

The Borough Council reconvened at 9:35 p.m. and the public was invited back into the meeting room.

***KELLER – BOYER STREET
AGREEMENT***

Council Member Wheeler made a MOTION, seconded by Council Member Mayers, to approve the private access drive construction, maintenance and no-parking monitoring agreement between Mark R. and Constance L. Keller and the Borough of Littlestown. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 4-1 in favor of the motion.** *(Council Member Clark opposed)*

ADJOURNMENT

Council Member Wheeler, made a MOTION, seconded by Council Member Brown, to adjourn the Regular Meeting of Council. Council Vice President Eline asked if there were any questions or comments. None were provided. **Vote: 5-0 in favor of the motion.**

The meeting adjourned at 9:37p.m.

Sandy Conrad
Borough Secretary

(SEAL)