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THE BOROUGH OF LITTLESTOWN
46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ DECEMBER 09, 2008

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

Additional Borough Representation:

Sandy Conrad (Secretary/Treasurer), Linda Hess (Manager) Timothy Topper (Director of Public Works), and John White (Solicitor)

Others in Attendance:

Louis Small, Travis Reifsnider (Alpha Fire Company), Ronald Jones (Adams County Library Board), Kara Newcomer (Evening Sun), Stanley Walters (Alpha Fire Company), Rob Leshner (Adams County Library), Terry Moser (Alpha Fire Company), Mike Sneeringer (Alpha Fire Company), Larry Unger (Resident), Fred Miller (Resident) and Aaron Young (Gettysburg Times)

APPROVAL OF MINUTES

***NOVEMBER 25, 2008 REGULAR
MEETING MINUTES***

Council Member Clark made a MOTION, seconded by Council Member Brown, to approve the minutes from the November 25, 2008 Regular Meeting of Council. Council President Adams asked if there were any corrections, comments or questions. None were provided. **Vote: 6-0 in favor of the motion.**

PUBLIC HEARING

***ADOPTION OF AN ORDINANCE
LEVYING TAXES FOR 2009***

Borough Solicitor, John White stated the proposed ordinance up for adoption has been duly advertised. The ordinance is to establish and levy the taxes upon real property, person, earned income and profits, local services, and the transfer of real property within the Borough of Littlestown, Adams County, Pennsylvania for the fiscal year 2009. Solicitor White reviewed the ordinance with Council and the public in detail. Solicitor White asked for questions or comments from the Council and public. No comments or questions were provided.

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*ADOPTION OF AN ORDINANCE
 LEVYING TAXES FOR 2009*

Council Member Clark made a MOTION, seconded by Council Member Mayers, to adopt an Ordinance of the Borough of Littlestown, Adams County, Pennsylvania, Establishing and Levying Taxes upon Real Property, Persons, Earned Income and Profits, Local Services Tax and the Transfer of Real Property within the Borough of Littlestown for the Fiscal Year of 2009. Council President Adams asked for any questions or comments. Council Member Wheeler stated that he was still opposed to raising taxes. Council Member Clark stated that our general fund sits at \$33,000.00 and if no tax increase is made then the Borough will need to draw from their reserve, which then could reduce the Borough's credit rating. This would also result in the Borough not qualifying for low interest loans. Council Member Clark further stated that the tax increase was not for the purpose of covering employee raises. Forty-six percent (46%) of the raises come from the police contract, which cannot be changed. When raises were given in the 2009 budget, several capital purchases were taken out of the budget to cover the raises. The raises had nothing to do with the tax increase. Council Member Clark feels that this had to be done. There has not been an increase in taxes since 2006 and the three years before that the Borough had to draw from their reserve account. No further questions or comments were provided. **Vote: 5-1 in favor of the motion. (Council Member Wheeler was opposed)**

*FINAL ADOPTION OF THE
 2009 BUDGET*

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to approve a Resolution adopting the Borough of Littlestown 2009 fiscal year budget. Council President Adams asked for any questions or comments. None were provided. **Vote: 5-1 in favor of the motion. (Council Member Wheeler was opposed)**

DELEGATION

ALPHA FIRE COMPANY

Mr. Terry Moser, President of the Alpha Fire Company asked Borough Council if a letter has been sent out to the occupants of the Community Center Building informing them of when they had to vacate and the Fire Company would also like a letter sent out to the residents informing them that the Fire Company is not kicking out the Library. Council President Adams stated that they have not sent out a letter to the occupants of the building at this time because there had been no official date as to when the

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ALPHA FIRE COMPANY
(CONTINUED)

Borough Office would be moving. Mr. Moser stated that the building was given to the Fire Company with the understanding that it would be vacated. Borough Manager Hess stated that the Borough is working on some possibilities to relocate the Library but trying to find the Library a new home is not going to happen overnight. She informed the Alpha Fire Company that the Library and the Fire Company is a big part of this Community and at this time everyone needs to work together to find a way to keep the Library in town. Mr. Moser stated that the Fire Company did not want to become landlords because if they start collecting rent they would have to start paying taxes since they are a non-profit organization. Mr. Moser replied that the Library could not stay there free and the Fire Company would need to charge them for rent, heat, electric, sewer and water. Council President Adams would like to see the Fire Company keep the Library in the building until other arrangements are made. Manager Hess stated again that it is going to take sometime to find a place for the Library. Manager Hess asked the Fire Company if they were willing to work with the Borough and Library and let them stay in the building until a solution is found. Terry Moser replied that the Fire Company understood that when they took the building over it would be empty. Mr. Moser further stated that the Library has money, either a mill or a half a mill of his tax dollars goes toward the Library. Manager Hess stated that her understanding from the Library is that the money they have goes towards the employment for the Library and the books. The Borough has given them the space and provided the utilities. The Library does not have the money for their housing. Again, Mr. Moser stated that the Fire Company did not want to become landlords and if they kept the Library, they would have to charge them a lot of rent and the Library would not want to hear what the Fire Company would want to charge them. Manager Hess asked why you would need to charge rent. Mr. Moser replied that they could not live there free. Manager Hess stated that the Borough allows them to occupy the space for free why could not the Fire Company. Mr. Moser replied, I know the Borough does but we do not. The Fire Company is running out of space and if Council wants fire protection for this town then we need to expand, so building will probably be demolished in a year to start the expansion. Mr. Ronald Jones, resident and member of the Adams County Library Board, stated that he feels that no one is at fault, but the Library, Council and Fire Company needs to sit down and try to resolve the issues at hand.

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**APPROVAL AND
PAYMENT OF BILLS**

Council Vice President Eline made a MOTION, seconded by Council Member Brown, to pay the bills in the amount of \$94,332.76. Council President Adams asked for any questions or comments. None were provided. **Vote: 6-0 in favor of the motion.**

**APPROVAL OF
TREASURER REPORT**

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

**APPROVAL OF
FINANCIAL REPORT**

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

**APPROVAL OF
SAVINGS REPORT**

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

UNFINISHED BUSINESS

***LEASE AGREEMENT WITH
LAMAR FOR BILLBOARD
RENTAL***

Council Member Clark made a MOTION, seconded by Council Member Mayers, to approve the Lease Agreement between the Borough of Littlestown, Adams County, Pennsylvania and the Lamar Company, Baton Rouge, Louisiana to grant rights to space and access for a 5 year term that will end on November 1, 2013. Council President Adams asked for any questions or comments. None were provided. **Vote: 6-0 in favor of the motion.**

NEW BUSINESS

***APPOINTMENT TO THE
ALTERNATE POSITION ON
THE ZONING HEARING BOARD***

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to appoint Karen (Bo) Louey to the alternate position on the Zoning Hearing Board with a term to begin 01/01/2009 and expire 01/01/2010. Council President Adams asked for any questions or comments. None were provided. **Vote: 6-0 in favor of the motion.**

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NPDES PERMIT RENEWAL

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to table the HRG proposal for the NPDES permit renewal in the amount of \$7500.00 to give the Littlestown Borough Authority an opportunity to review and approve the proposal. Council President Adams asked for any questions or comments. None were provided. **Vote: 6-0 in favor of the motion.**

2008 BUDGET AMENDMENTS

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to adopt the 2008 4th quarter and final budget adjustments for the general, water and sewer funds as noted in the documentation provided in our agendas. Council President Adams asked for any questions or comments. None were provided. **Vote: 6-0 in favor of the motion.**

VERIZON WIRELESS PROPOSAL

A proposal had been given to Council for consideration regarding switching the Boroughs cell phone carrier from Nextel to Verizon. The proposal shows a savings of about \$240 a year. Some of the advantages of switching would include the following:

- Free mobile to mobile
- Free phones and equipment
- Upgrade ever 10 months
- Employee discounts
- 300 extra minutes a month
- 24-7 government support team
- unlimited push to talk
- ability to keep current phone numbers

Council took no action on the proposal at this time.

SUSPENSION OF RULES

Council Member Clark asked for a suspension of the rules to and take up the agenda item from Correspondence “proposal for repair of roof at 10 South Queen Street” as it has direct importance to the next item on the agenda in new business.

***CORRESPONDENCE
AND INFORMATION***

***PROPOSAL FOR ROOF REPAIR
AT 10 SOUTH QUEEN STREET***

Borough Manager Hess stated there are some concerns with the roof at 10 South Queen Street because of the problems we previously had. Donald B. Smith roofing was out several times to investigate and repair active leaks in the current EPDM roof

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***PROPOSAL FOR ROOF REPAIR
AT 10 SOUTH QUEEN STREET
(CONTINUED)***

system. In the opinion of Donald B. Smith Roofing, the most cost effective solution would be roof replacement. The roof replacement projects are accompanied with a ten (10) year workmanship warranty. Borough Manager Hess further stated that the roof did not have to be replaced immediately but it is something that would have to be done in the near future.

BOROUGH MANAGER REPORT

Council Vice President Eline made a MOTION, seconded by Council Member Clark, to approve the Manager's Report. Council President Adams asked for any questions or comments. None were provided. **Vote: 6-0 favor of the motion.**

PUBLIC COMMENTS

There were no public comments.

**ADJOURN FOR
EXECUTIVE**

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to adjourn the open meeting for an executive session for personnel issues. Council President Adams asked for any questions or comments. None were provided. **Vote: 6-0 favor of the motion.**

RECONVENE

The Borough Council reconvened at 8:24 p.m. and the public was invited back into the meeting room. No action was taken by Council.

ADJOURN

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

The meeting adjourned at 8:25 p.m.

Sandy Conrad
Borough Secretary/Treasurer

(SEAL)