

**THE BOROUGH OF LITTLESTOWN**  
**46 East King Street ▪ Littlestown, PA 17340 ▪ Council Chamber**  
**BOROUGH COUNCIL WORKSHOP MEETING ▪ FEBRUARY 10, 2009**

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**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 President Rick Adams Presiding.

**ATTENDANCE**

**Council Members Present:**

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

**Council Members Excused:**

William Brown

**Additional Borough Representation:**

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

**Others in Attendance:**

Pat Macilvenna (AT&T), Lisa Keilholtz, William Kelly (S.O.S), Harry McKean (New Age Associates), Terry Moser, Dale Werner (Alpha Fire Co.), Mike Sneeringer (Alpha Fire Co.), Tori Spangler (Alpha Fire Co.), Aaron Young (Gettysburg Times), Fred Miller, Larry Unger and Roger Steele (S.O.S)

**APPROVAL OF MINUTES**

*JANUARY 27, 2009 REGULAR  
MEETING MINUTES*

**Council Member Clark made a motion seconded by Council Member Wheeler, to approve the minutes from the January 27, 2009 Regular meeting of Council as distributed. Council President Adams asked for discussion. There was no discussion. Vote 5-0 in favor of the motion.**

**DELEGATION**

*LISA KEILHOLTZ  
721 W. MYRTLE ST,  
STORMWATER DRAINAGE  
PROBLEM*

Ms. Keilholtz presented Council with pictures to show property damage caused at her residence, 721 W. Myrtle Street, because of a shed that was allowed to be constructed on a swale. This has also caused loss of value to her home and is affecting her state-licensed daycare. Ms. Keilholtz is asking Council to correct the problem, since it was caused by the Borough, before any further action is taken by her. Ms. Keilholtz gave permission, with advance notification, to allow the engineers, Council and Borough employees onto her property to review the problem.

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*LISA KEILHOLTZ*  
*721 W. MYRTLE ST,*  
*STORMWATER DRAINAGE*  
*PROBLEM*

**Council Member Clark made a motion seconded by Council Member Wheeler, to direct the Borough Engineer, HRG, to review the problem at the Kielholtz residence, 721 W. Myrtle Street. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.****

Council President Adams also referred this to Borough Solicitor White to check into the Boroughs legal rights.

*WILLIAM KELLY (S.O.S)*  
*SAVE OUR SCHOOL*

Mr. Kelly asked Council to gain designation of a Historic District or for the Borough to retain ownership of the building and assign S.O.S. (Save Our School) as a trustee that would operate the management and administration at no expense to the Borough.

Council President Adams informed Mr. Kelly that more research is being done on the property and Council at this time cannot make a decision on either of his suggestions.

**APPROVAL AND**  
**PAYMENT OF BILLS**

**Council Vice President Eline made a motion seconded by Council Member Mayers, to approve the bills in the amount of \$81,520.18. Council President Adams asked for discussion. Council Member Wheeler asked for clarification on late charges that appeared on the credit cards. Borough Treasurer, Conrad informed Council Member Wheeler that by the time the check was processed, signed and mailed out there wasn't adequate time for the payment to arrive at its destination before the due date, but at this time the problem has been corrected by obtaining the monthly bill on-line for processing. There was no further discussion. **Vote 5-0 in favor of the motion.****

**APPROVAL OF**  
**REVENUE AND**  
**EXPENDITURES**

*TREASURER'S REPORT*

**Council Vice President Eline made a motion seconded by Council Member Clark, to approve the Treasurer Report for the month of January. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.****

*FINANCIAL REPORT*

**Council Vice President Eline made a motion seconded by Council Member Wheeler, to approve the Financial Report for the month of January. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.****

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***RESERVE SAVINGS REPORT***

**Council Vice President Eline made a motion seconded by Council Member Clark, to approve the Reserve Savings Account Report.** Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

**UNFINISHED BUSINESS**

***GASOLINE CREDIT CARD***

**Council Member Mayers made a motion seconded by Council Vice President Eline, to table the approval of the Gasoline Credit Cards and requested a savings comparison and to ask the companies if any of the monthly/yearly fees could be waived.** Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

***JOINT COMPREHENSIVE PLAN  
PUBLIC HEARING  
MARCH 18, 2009 AT 7 P.M.***

Council Member Clark announced that there will be a Joint Comprehensive Plan public hearing on March 18, 2009 at 7 p.m. The meeting will be held at 10 South Queen Street, 2<sup>nd</sup> Floor. The meeting requires a quorum from the Borough of Littlestown, Germany Township and Union Township.

**NEW BUSINESS**

***AT&T***

**Council Member Clark made a motion seconded by Council Member Wheeler, to approve the amendments to the AT&T Communications Facilities Option and Lease Agreement between the Borough of Littlestown and AT&T.** Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

**NON-AGENDA**

***KELLER/BOYER STREET  
FIVE YEAR GRANDFATHERING***

**Council Vice President Eline made a motion seconded by Council Member Mayers, to re-approve the Keller/Boyer Street Development Approval Agreement with the addition of the following clause; the five year grandfathering will run for five years from the developers receipt of written notification by the Borough that the sewer moratorium has been lifted and that adequate sewage treatment for the development is available.** Council President Adams stated that this was a non-agenda item and asked for discussion. There was no discussion. **Vote 4-1 in favor of the motion. (Council Member Clark opposed)**

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***LETTERS TO OCCUPANTS AT  
46 EAST KING STREET,  
COMMUNITY CENTER***

**Council Member Clark made a motion seconded by Council Vice President Eline, to direct Borough Solicitor White to send out the letters to the occupants of the 2<sup>nd</sup> floor at 46 East King Street, Community Center Building, informing them that they are to vacate the building by 5:00 p.m. on March 13, 2009.** Council President Adams stated that this was a non-agenda item and asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

***APPOINTMENT TO THE  
CHAMBER OF COMMERCE***

Council President Adams appointed Linda M. Hess to the Chamber of Commerce as the Borough Representative

**ADJOURN FOR  
EXECUTIVE**

**Council Member Clark made a motion seconded by Council Vice President Eline, to adjourn the open meeting at 7:58 p.m. for an executive session for personnel issues.** Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

**RECONVENE**

The Borough Council reconvened at 9:02 p.m. and the public was invited back into the meeting room. No action was taken by Council.

**ADJOURN**

**Council Member Clark made a MOTION, seconded by Council Vice President Eline, to adjourn the Regular Meeting of Council.** Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

Council President Adams adjourned the meeting at 9:05 p.m.

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**Sandy Conrad**  
**Borough Secretary**

**(SEAL)**