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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ FEBRUARY 24, 2009

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, Tim Mayers and Donna Shadle (Mayor)

Council Members Excused:

William Brown

Borough Authority Members Present:

Karen Louey (Sec/Treas), Robert Klunk (Vice Chairman) and Rick Adams

Borough Authority Members Excused:

Steve Renner (Chairman) and Steve Kress

Additional Borough Representation:

Sandy Conrad (Secretary/Treasurer), Linda Hess (Manager) Timothy Topper (Director of Public Works), David Arndt, Jr. (Zoning/Code Enforcement Officer) and John White (Solicitor)

Others in Attendance:

Tim Stonsifer (Evening Sun), Mike Sneeringer (Alpha Fire Co.), Dale Werner (Alpha Fire Co.), Tori Spangler (Alpha Fire Co.), Brenda Roberts, Dwight Sheely, Roger Steele, Barbara Steele, Marley Bradner, Paris Happel, Deb Trask, Linda Happel, Aaron Young (Gettysburg Times), Emily Stivey, Tina Midkiff, Sue Breighner, Mary Taylor, Kristi Gladhill, Fred Miller, Melanie Kelly, Donald Bateman Jr., Alvin & Joyce Unger, William Kelly, A. Dargavel, Carl Whitehill, Nadine DeVine, Sharon Daneman, Dale Dutterer, Marilyn Zanger, Terry Moser, Harry McKean (Stoners Farm), Ronald Jones and Larry Unger.

APPROVAL OF MINUTES

***FEBRUARY 10, 2009 WORKSHOP
MEETING MINUTES***

Council Member Clark made a MOTION, seconded by Council Member Mayers, to approve the minutes from the February 10, 2009 Workshop Meeting of Council. Council President Adams asked for discussion. There was no discussion. Vote 5-0 in favor of the motion.

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DELEGATION

*SUPPORT OF REV.
DOUTHWAITE'S HATS
WITH REQUEST OF BOROUGH
MANAGER FOR COUNCIL
CONSIDERATION OF DIRECTIVE
MADE REGARDING THE
WEARING OF HATS OTHER
THAN UNIFORM HAT*

Littlestown Borough Residents came before Council to show their support for Rev. Douthwaite. Council President Adams allowed the people in favor of Rev. Douthwaite wearing his hats while on duty as a crossing guard to speak. However, there were members of the audience who did not support Rev. Douthwaite wearing his hats who were not given an opportunity to speak.

Council Vice President Eline made a MOTION, seconded by Council Member Mayers, to allow Rev. Douthwaite to wear his hats while on duty as a crossing guard. Council President Adams asked for discussion. Some Council Members questioned if this was an action that should have been taken by the Mayor and also questioned if any state regulations existed regarding uniforms while working on state roads. There was no further discussion. **Vote 5-0 in favor of the motion.**

Council President Adams asked the Mayor to check into state regulations regarding uniform regulations while working on state roads.

**ADJOURN OPEN
MEETING**

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.**

BOROUGH AUTHORITY

The Borough Authority meeting was called to order at 7:16 by Vice Chairman, Robert Klunk

CHAPTER 94 REPORT

Borough Engineer, Peggy Miller reviewed in detail the annual Chapter 94 Waste Load Management Report for 2008.

Borough Authority Secretary Louey, made a MOTION seconded by Borough Authority Member Adams, to approve the Chapter 94 Waste Management Report as written. Borough Authority Vice Chairman Klunk asked for discussion. Borough Engineer, Peggy Miller was asked to explain why the Borough has a sewer moratorium. There was no further discussion. **Vote 3-0 in favor of the motion.**

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ADJOURN

Borough Authority Vice Chairman Klunk asked if there was any other business to come before the Authority. No other business was brought forward.

Borough Authority Member Louey made a MOTION, seconded by Borough Authority Member Adams, to adjourn the meeting of the Littlestown Borough Authority. Vote: 3-0 in favor of the motion.

The meeting of the Littlestown Borough Authority adjourned at 7:35 p.m.

REOPEN MEETING OF COUNCIL

The meeting of the Littlestown Borough Council reopened at 7:35 p.m.

APPROVAL OF CHAPTER 94 REPORT

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to approve the Chapter 94 Waste Management Report as written. Council President Adams asked for discussion. There was no discussion. Vote 5-0 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 \$45,916.46. Council President Adams asked for discussion. There was no discussion. Vote 5-0 in favor of the motion.

APPROVAL OF FINANCIAL REPORT

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

APPROVAL OF SAVINGS REPORT

Council Vice President Eline, made a MOTION, seconded by Council Member Wheeler, to approve the Savings 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 approve the gasoline credit cards from Sheetz for the Borough vehicles. Council President Adams asked for discussion. There was no discussion. Vote 5-0 in favor of the motion.

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REPAIR TO 721 W. MYRTLE ST Council Vice President Eline made a **MOTION**, seconded by Council Member Mayers, to approve the Public Works repair to 721 West Myrtle Street trench. Council President Adams asked for discussion. There was no discussion. **Vote: 5-0 in favor of the motion.**

WILLIAM KELLY'S REQUEST FOR 46 EAST KING STREET REGARDING TRUST OPERATIONS AND HISTORIC DISTRICT Council will not be taking any action on Mr. Kelly's request until he has provided Council with his formal proposal for 46 East King Street, which is due by the March 10, 2009 Workshop Meeting.

NEW BUSINESS

38TH ANNUAL GOOD OLD DAYS CELEBRATION ON AUGUST 15TH Council Vice President Eline made a **MOTION**, seconded by Council Member Wheeler, to approve the 38th Annual Good Old Days Celebration for August 15th and to approve the following request:

1. to hold activities at Maple Avenue playground and Crouse Park on Saturday August 15th from 6:00 a.m. to 5:00 p.m., with preparation beginning on August 14th.
2. roads be blocked off to thru traffic around Crouse Park on August 15th from 6:00 a.m. to 5:00 p.m.
3. to have Glenwyn Drive closed to traffic on Saturday, August 15th from 7:00 a.m. to 4:00 p.m. for the antique auto display.
4. to have Maple Avenue closed to traffic from King Street to Myrtle on Saturday, August 15th, from 6:00 a.m. to 5:00 p.m.
5. for public rest room facilities at Maple Avenue be open.
6. vendor parking be allowed at Maple Avenue Park.
7. ramps for access over curbs at Crouse Park be placed.

Council President Adams asked for discussion. There was no discussion. **Vote: 5-0 in favor of the motion.**

PA ONE CALL SERVICE AGREEMENT

Council Member Mayers made a **MOTION**, seconded by Council Member Clark, to approve entering into a service agreement with PA One Call with change to Municipal Activity Fees from Fax Delivery to Email Delivery. Council President Adams asked for discussion. There was no discussion. **Vote: 5-0 in favor of the motion.**

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***PART-TIME WATER/SEWER
OPERATOR JOB DESCRIPTION***

Council Vice President Eline made a MOTION, seconded by Council Member Clark, to approve the Part-Time Water/Sewer Operator Job Description as written. Council President Adams asked for discussion. There was no discussion. Vote: 5-0 in favor of the motion.

NON-AGENDA

***LITTLESTOWN HIGH SCHOOL
USE OF THE MAPLE AVENUE
FIELD AND COMMUNITY PARK
FIELD***

Council Member Mayers made a MOTION, seconded by Council Member Clark, to allow the Littlestown Area School District to utilize the Maple Avenue field on the weekdays between 3:00 and 5:30 p.m. for the period of March 2, 2009 and May 19, 2009 for the softball program and to allow the utilization of a practice field at the Community Park on the weekdays between 3:00 and 5:30 p.m. for the period of March 2, 2009 and May 19, 2009 for the baseball program. 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.

REPORTS

BOROUGH ENGINEER

The Borough Engineer's monthly report was provided earlier to Borough Council.

BOROUGH MANAGER

The Borough Manager's monthly report was provided earlier to Borough Council.

MAYOR

Mayor Shadle's monthly report was provided earlier to Borough Council.

CHIEF OF POLICE

Chief Baker's monthly report was provided earlier to Borough Council.

DIRECTOR OF PUBLIC WORKS

Director of Public Works, Tim Topper's monthly report was provided earlier to Borough Council.

CODE ENFORCEMENT OFFICER

Code Enforcement Officer, David Arndt, Jr's. monthly report was provided earlier to Borough Council.

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*BOROUGH SOLICITOR
JOHN WHITE*

*ADVERTISE AN ORDINANCE
UPDATING CHAPTER 46, RIGHT
TO KNOW*

Council Vice President Eline made a MOTION, seconded by Council Member Mayers, to advertise an ordinance, for adoption on March 10, 2009 repealing and replacing the current Chapter 49 with a new Chapter 49 Establishing Open Records Policies and Procedures in Accordance with Pennsylvania's Right-to-Know Law, Act 3 of 2008, and to implement the Provisions of said Act. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

APPROVAL OF REPORTS

Council Member Clark made a MOTION, seconded by Council Member Mayers, to approve the reports as written. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

**REPORTS OF BOARD
COMMISSIONS AND
COMMITTEES**

RECREATION BOARD

*PURCHASE OF ICE SHAVING
MACHINE*

Council Member Clark made a MOTION, seconded by Council Member Mayers, to approve the purchase of an Ice Shaving Machine for approximately \$500 with funds to be taken from the Pool Account, 05.452.400. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

*APPROVAL TO PURCHASE A
SIGN TO ACKNOWLEDGE THE
DONATION FROM UNION
TOWNSHIP*

Council Vice President Eline made a MOTION, seconded by Council Member Clark, to approve the purchase of a sign acknowledging the donation from Union Township for the water feature at the Community Pool, with funds to be taken from the Pool Account, 05.452.210. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

*REQUEST FROM BARTS
CENTENARY UNITED
METHODIST CHURCH TO USE
THE PLAYGROUND FACILITIES
AT MAPLE AVENUE*

Council Vice President Eline made a MOTION, seconded by Council Member Clark, to approve the request from Barts Centenary United Methodist Church to use the Playground Facilities at Maple Avenue Middle School on Saturday, April 4, 2009 for an Easter Egg Hunt. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

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PLANNING COMMISSION

*APPROVAL OF BUILDING
PERMIT FOR BARTS CENTENARY
CHURCH*

Council Member Clark made a MOTION, seconded by Council Vice President Eline, to approve the recommendation from the Planning Commission to approve a building permit for Barts Centenary Church, 56 East King Street, for the addition of a garage to be placed between the church and the church hall. Council President Adams asked for discussion. There was no discussion. **Vote 5-0 in favor of the motion.**

**CIVIL SERVICE
COMMISSION**

There was nothing to report.

**COMMUNITY RELATIONS
COMMITTEE**

There was nothing to report.

FINANCE COMMITTEE

There was nothing to report.

**FIRE PREVENTION
COMMITTEE**

There was nothing to report

**HEALTH & SAFETY
COMMITTEE**

There will be an open meeting of the Health and Safety Committee on April 15, 2009 at 10 South Queen Street, 2nd Floor.

PERSONNEL COMMITTEE

Mike Sneeringer was hired as the part-time water/sewer operator.

**UNION/POLICE
CONTRACT COMMITTEE**

There was nothing to report.

**PROPERTY AND SUPPLY
COMMITTEE**

The Committee discussed at their meeting held on February 19, 2009 bidding out the safe that remains in the old Borough Office located at 46 East King Street. This will be brought back to Council once dates are compiled. The Committee also discussed the placement of a flag pole to be placed at the new Borough Office, located at 10 South Queen Street and ways the old furniture and equipment from the old Borough Office could be disposed of. These items will be brought to Council once more research is done.

**STREETS AND
TRANSPORTATION
COMMITTEE**

There was nothing to report.

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UTILITIES/I&I
COMMITTEE

There was nothing to report.

COMPREHENSIVE PLAN
COMMITTEE

A public hearing will take place on March 18, 2009 at 7:00 p.m. The public hearing will be held at the Borough Office located at 10 South Queen Street.

YORK/ADAMS TAX
BUREAU

The Borough has paid \$ 78,130.66 out of \$117,196.00, which leaves a balance of \$39,065.34 that will need to be repaid by the end of 2009.

LITTLESTOWN CHAMBER
OF COMMERCE

There was nothing to report.

SAFETY COMMITTEE

There was nothing to report.

PUBLIC COMMENTS

A member of the Historical Society clarified that S.O.S (Save Our School) is not part of the Historical Society.

ADJOURN

Council Vice President Eline made a MOTION, seconded by Council Member Clark, 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 9:39 p.m.

Sandy Conrad
Borough Secretary/Treasurer (SEAL)