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**THE BOROUGH OF LITTLESTOWN**  
**10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber**  
**BOROUGH COUNCIL WORKSHOP MEETING ▪ FEBRUARY 16, 2010**

**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:**

President Rick Adams  
Vice President David Wheeler  
Council Member Donald Bateman  
Council Member Charlene Westcott  
Council Member Betty Bucher  
Council Member Tim Mayers  
Mayor Jim Eline

**Additional Borough Representation:**

Secretary/Treasurer Sandy Conrad  
Manager Linda Hess  
Solicitor John White

**Others in Attendance:**

Kevin Clark  
Dale Werner (Littlestown Eagles)  
Terry Moser  
Friends of the Library  
Rob Leshner (Adams County Library System)  
Evening Sun Reporter Tim Stonesifer

**APPROVAL OF MINUTES**

***JANUARY 26, 2010 ORGANIZATION  
MEETING MINUTES***

**Council Member Bateman made a motion, seconded by Council Member Bucher, to waive the reading of the January 26, 2010 Littlestown Borough Regular Meeting Minutes and approve. Motion carried unanimously.**

Council Member Mayers entered the meeting at 7:03pm.

**APPROVAL AND  
PAYMENT OF BILLS**

**Council Member Bateman made a motion, seconded by Council Member Bucher, to approve the accounts payable for the General, Swimming Pool, Water, Sewer and Payroll Funds totaling \$55,936.55 for the dates of January 15, 2010 to February 2, 2010 and the Payroll disbursements for a total of \$39,540.96 from the period of January 10, 2010 to January 30, 2010 whereas the combined total is \$95,477.51. Motion carried unanimously.**

**APPROVAL OF FINANCIAL  
REPORT**

**Council Member Bateman made a motion, seconded by Council Member Westcott, to approve the financial report for February 9, 2010. Motion carried unanimously.**

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**APPROVAL OF RESERVE SAVINGS REPORT**

**Council Member Bateman made a motion, seconded by Council Member Bucher, to approve the Capital Reserve Savings Accounts report for February 9, 2010. Motion carried unanimously.**

**PUBLIC COMMENT**

Kevin Clark thanked the Public Works Department for their hard work and dedication during the 2010 snow storms.

**UNFINISHED BUSINESS**

The Borough has been looking for a permanent location for the Littlestown Library. Mr. & Mrs. Ronald Baird have offered to lease the building located at 232 North Queen Street to the Borough of Littlestown. There are two proposals: the first proposal consists of \$500 per month for their lifetime for 2,090 square feet and the second proposal consists of \$750 per month for 3,100 square feet. The first proposal would house the Library only; however the second proposal would house the Library and also offer a meeting room that the Borough and organizations could utilize for meetings. The Baird's are willing to sign a contract that would allow either lease option, which is never to be increased. The Borough would be responsible for the gas, electric and water. The purpose of this building would be for the relocation of our Library. If Council wishes to accept this offer, the Friends of the Littlestown Library would be able to begin marketing the space for fundraising activities.

**LITTLESTOWN LIBRARY  
PERMANENT LOCATION**

**Council Member Bucher made a motion, seconded by Council Member Bateman, to accept the proposal from Mr. & Mrs. Ronald Baird to lease the property located at 232 North Queen Street to the Borough of Littlestown for a permanent location for the Littlestown Library at \$750 per month for 3,100 square feet. Motion carried unanimously.**

Borough Solicitor White will prepare the lease agreement between Mr. & Mrs. Ronald Baird and the Borough of Littlestown.

**REJECTION FROM DCNR  
WATER SLIDE FOR COMMUNITY  
POOL**

The Borough of Littlestown did not receive the grant from DCNR for the new water slide. DCNR stated that their main focus for grants this year was geared towards TRAILS. There were 56 applications submitted and only 6 were approved; all were trails. However, after some research by the Borough Manager and Borough Secretary/Treasurer, they have found an alternate solution to obtain the water slide. The slide will cost a total of \$32,822.00. The Littlestown Eagles has pledged \$12,000 and the Borough's Howard Stonesifer Trust account currently has \$10,182.23 plus the approximate budgeted amount of \$9,500 for 2010, which will be made to us in April. This leaves an unfunded balance of \$1,000 - \$2,000 which we certainly will have from the increased memberships.

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**REJECTION FROM DCNR  
WATER SLIDE FOR COMMUNITY  
POOL**

**Council Member Bateman made a motion seconded by Council Member Westcott, to approve the purchase of the double-flume water slide contingent upon the donation of \$12,000.00 from the Littlestown Eagles, the approximate budgeted amount of \$9,500 is made to us in April from the Stonesifer Trust Account and that the \$10,132.32 is still available. Motion carried 5-1 with Council Member Bucher casting the vote against the motion.**

Mr. Dale Werner from the Littlestown Eagles presented Council with a check in the amount of \$12,000.00. Council thanked Mr. Werner and the Littlestown Eagles for all that they do for the Community.

**HIRE CHRISTOPHER FOLSTER**

**Council Member Bucher made a motion seconded by Council Member Bateman, to hire Christopher Folster as the Emergency Management Coordinator for the Borough of Littlestown at \$20/hr with the position being on an as needed basis within the 2010 budget. Motion carried unanimously.**

**ROYAL FARM 45-DAY EXTENSION**

**Council Member Westcott made a motion seconded by Council member Bateman to approve the 45-day extension of the Royal Farm plan review contingent upon the applicant's engineer's submission of a properly dated letter. Motion carried unanimously.**

**NEW BUSINESS**

**APPROVAL OF THE MUNICIPAL  
DISASTER DECLARATION**

**Council Member Bateman made a motion seconded by Council Member Bucher to approve the Declaration of Disaster Emergency for the 2010 Severe Winter Storm. Motion Carried 4-2 with Council Members Wheeler and Westcott casting the vote against the motion.**

**AGREEMENT WITH MIDDLE  
DEPARTMENT OF INSPECTION**

**Council Member Bateman made a motion seconded by Council Member Mayers, to approve and sign the agreement with Middle Department of Inspections to allow them to do Residential Electrical, Residential Mechanical, and Residential Energy inspection and all Commercial Inspections in the Borough of Littlestown. Motion carried unanimously.**

**PUBLIC COMMENT**

Mayor James Eline stated that the Borough Public Works Department did a great job of removing snow from the streets.

**ADJOURN**

**Council Member Bateman made a motion, seconded by Council Member Westcott, to adjourn the Regular Meeting of Council. Motion carried unanimously.**

The meeting adjourned at 8:10p.m.

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Sandy Conrad  
Secretary/Treasurer

(SEAL)