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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ FEBRUARY 23, 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.

Council President Adams asked for a moment of silence to remember the beloved Michael J. Sneeringer.

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
Code/Zoning Officer David Arndt
Director of Public Works Tim Topper
Chief Charles Kellar
Solicitor John White
Engineer Peggy Miller

Borough Authority Members

Steve Renner, Chairman
Karen Louey, Secretary/Treasurer
Marilyn Zanger, Member

Borough Authority Members Excused

Steve Kress, Member

Others in Attendance:

Kevin Clark
Brian Byers, Littlestown Jaycees
Louis J. Small, Jr.
William H. Brown
Carl Whitehill, Littlestown Jaycees
Tim Stonesifer Evening Sun Reporter

APPROVAL OF MINUTES

***FEBRUARY 16, 2010 WORKSHOP
MEETING MINUTES***

Council Member Bateman made a motion, seconded by Council Member Bucher, to waive the reading of the February 16, 2010 Littlestown Borough Workshop Meeting Minutes and approve. Motion carried unanimously.

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**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 \$163,576.64 for the dates of February 3, 2010 to February 17, 2010 and the Payroll disbursements for a total of \$29,080.75 from the period of January 31, 2010 to February 13, 2010 whereas the combined total is \$192,657.39. 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 23, 2010. Motion carried unanimously.

**APPROVAL OF RESERVE
SAVINGS REPORT**

Council Member Bateman made a motion, seconded by Council Vice President Wheeler, to approve the Capital Reserve Savings Accounts report for February 19, 2010. Motion carried unanimously.

UNFINISHED BUSINESS

BENCHMARK ENERGY SOLUTIONS

Council Member Westcott made a motion, seconded by Council Member Bateman, to become a party to the Amended and Restated Intergovernmental Cooperation Agreement; enter into the Master Agreement with Benchmark Energy Solutions, Inc. for the provision of services; and to enter into an agreement called "Agreement for Utility Information and Management Services" with Benchmark Energy Solutions, Inc. Motion carried unanimously.

CERTIFICATES AWARDED

**CERTIFICATION OF APPRECIATION
TO MR. BRAD WOLF**

Council President Adams presented Mr. Brad Wolf with a certificate of Appreciation for his devoted and selfless personal contribution to the Borough of Littlestown while volunteering his equipment and time during the 2009-2010 severe snow events.

**CLOSE REGULAR MEETING
OF COUNCIL**

Council President Adams closed the Regular Meeting of Council to allow the Littlestown Borough Authority to open their meeting.

The meeting closed at 7:30pm.

BOROUGH AUTHORITY

Chairman Steve Renner called the Borough Authority meeting to order at 7:15pm.

Borough Engineer, Peggy Miller reviewed in detail the 2009 Chapter 94 Report with the Borough Authority.

2009 CHAPTER 94 REPORT

Borough Authority Member Zanger made a motion seconded by Borough Authority Member Louey, to accept and approve the 2009 Chapter 94 Report. Motion carried unanimously.

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ADJOURN

Borough Authority Chairman Steve Renner closed the meeting of the Littlestown Borough Authority.

The meeting adjourned at 7:30pm.

RECONVENE REGULAR MEETING OF COUNCIL

The Regular Meeting of Council reconvened at 7:30pm.

2009 CHAPTER 94 REPORT

Council Member Bateman made a motion seconded by Council Member Mayers to accept and approve the 2009 Chapter 94 Report. Motion carried unanimously.

REPORTS

BOROUGH MANAGER

Borough Manager, Linda Hess submitted her report earlier to Council. Manager Hess further added that the Emergency Management Coordinator that was just recently hired is on board and will be meeting with the staff, the water slide for the Community Pool has been ordered and it is scheduled to be delivered and installed the first week of May, the Civil War Trail Markers have been ordered but there is no delivery or installation at this time, and the Borough and the Jaycees are ready to move forward with the renovation of Crouse Park. The Jaycees have volunteered their labor to install the shingles. They are projecting to start the renovation at the beginning of April, so Council will need to approve the purchase of the roofing materials this evening.

CROUSE PARK RENOVATION

Council Member Bateman made a motion seconded by Council Member Mayers, to approve the purchase of the materials for the Crouse Park Pavilion Renovation Project. Council President Adams stated that this was a non-agenda item and asked for any public comment. None were given. Motion carried unanimously.

MAYOR

Mayor, James Eline submitted his report earlier to Council.

POLICE CHIEF

Chief of Police, Charles Kellar submitted his report earlier to Council.

DIRECTOR OF PUBLIC WORKS

Borough Director of Public Works, Tim Topper submitted his report earlier to Council.

ZONING/CODE ENFORCEMENT OFFICER

Borough Zoning/Code Enforcement, David Arndt submitted his report earlier to Council.

BOROUGH ENGINEER, HRG

There was nothing to report.

BOROUGH SOLICITOR

Borough Solicitor, John White gave Council a draft rental agreement for the property located at 232 North Queen Street owned by Ronald Baird, for review.

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REPORTS

Council Member Mayers made a motion, seconded by Council Member Bateman, to approve the reports as written.
Motion carried unanimously.

**REPORTS OF BOARDS,
COMMITTEES AND
COMMISSIONS**

RECREATION BOARD

**YMCA PROGRAM SCHEDULE
AND TENNIS COURTS**

Council Member Bateman made a motion seconded by Council Member Bucher to postpone the request from the YMCA to hold aquatic programs at our Community Pool and the York/Adams Community Tennis Association to hold tennis lesson at the tennis courts at our Community Park until a response has been received back from the letter that Borough Manager Hess sent regarding compensation.
Motion carried unanimously.

2010 SWIM LESSONS

Council Member Bateman made a motion seconded by Council Vice President Wheeler to approve all the scheduled 2010 swim lessons except for the scheduled infant class.
Motion carried unanimously.

**TRAVEL BASEBALL TEAM 13U
REQUEST TO USE FIELDS**

Council Member Bateman made a motion seconded by Council Member Westcott to approve the request for the Travel baseball Team 13U to use the upper baseball field at the Community Park on Tuesdays, Wednesdays, Saturdays and Sundays beginning March 20, 2010 through June 20, 2010 contingent upon the following:

- providing Certificate of Insurance to the Borough Office
- compromise the scheduled use of the baseball field with all other teams requesting to use the same field
- someone from the Borough Office contact the Legion Baseball Coordinator to see if they will again be using this field for their baseball program and if so, to request a schedule of the days they will need to use the field.

PLANNING COMMISSION

No Council action required.

CIVIL SERVICE COMMISSION

Council Member Mayers stated that the Commission met for their reorganization meeting on Monday, February 1, 2010 at 1:00 p.m.

**COMMUNITY RELATIONS
COMMITTEE**

There was nothing to report.

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FINANCE COMMITTEE

Council President Adams stated that the Auditors are still working on the audit.

HEALTH & SAFETY COMMITTEE

Council Member Westcott stated that there was nothing to report.

PERSONNEL COMMITTEE

Council Member Bucher stated that there was nothing to report.

UNION/POLICE CONTRACT COMMITTEE

Council President Adams stated that there is nothing to report.

PROPERTY & SUPPLY COMMITTEE

Council Member Bateman stated that there is nothing to report.

UTILITIES/I&I COMMITTEE

Council Member Mayers gave a brief overview of the status of the water treatment plant.

PUBLIC COMMENTS

WILLIAM BROWN

William Brown thanked the Public Works Department for the great job they did cleaning the roads during the 2010 snow storms.

ADJOURN

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

The meeting adjourned at 8:24p.m.

Sandy Conrad
Secretary/Treasurer

(SEAL)