

**THE BOROUGH OF LITTLESTOWN**  
**10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber**  
**BOROUGH COUNCIL WORKSHOP MEETING ▪ APRIL 13, 2010**

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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:**

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

**Others in Attendance:**

Kevin Clark  
Fred Miller  
Louis Small, Jr.  
Harry McKean  
Gettysburg Times Reporter Mark Walters

**APPROVAL OF MINUTES**

***MARCH 23, 2010 REGULAR  
MEETING MINUTES***

**Council Member Bateman made a motion, seconded by Council Member Bucher, to waive the reading of the March 23, 2010 Littlestown Borough Regular Meeting Minutes and approve. Motion carried unanimously.**

**APPROVAL AND  
PAYMENT OF BILLS**

**Council Member Bateman made a motion, seconded by Council Member Mayers, to approve the accounts payable for the General, Swimming Pool, Water, Sewer and Payroll Funds totaling \$75,402.66 for the dates of March 16, 2010 to April 7, 2010 and the Payroll disbursements for a total of \$49,767.54 from the period of March 7, 2010 to April 3, 2010 whereas the combined total is \$125,170.20. Motion carried unanimously.**

**APPROVAL OF FINANCIAL  
REPORT**

**Council Member Bateman made a motion, seconded by Council Member Bucher, to approve the financial report for April 13, 2010. Motion carried unanimously.**

**APPROVAL OF RESERVE  
SAVINGS REPORT**

**Council Member Bateman made a motion, seconded by Council Member Westcott, to approve the Capital Reserve Savings Accounts report for April 13, 2010. Motion carried unanimously.**

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**NON-AGENDA ITEM**

**GENERAL FUND TO LOAN POOL  
FUND MONEY**

**Council Member Bateman made a motion seconded by Council Member Westcott, to allow the Pool Fund to borrow \$1600.77 from the General Fund for the Double Flume Water Slide purchased from Natural Structures, with the money to be paid back to the General fund by the end of the 2010 Pool Season. Council President Adams stated that this was a non-agenda item and asked for public comment. None were given. Motion carried unanimously.**

**UNFINISHED BUSINESS**

**REPLACEMENT IN EMPLOYMENT  
VACANCIES**

**Council Member Bucher made a motion, seconded by Council Member Bateman, to approve the recommendation from the Personnel Committee that the Borough not hire a Code Enforcement Officer to fill the position but to approve the breakdown of the previous Zoning/Code Officer's Duties for Others and hire one full-time Public Works person and give special consideration to the candidate with water and/or wastewater certifications. Council Member Westcott feels that the sharing of the previous Zoning/Code Officers duties by the current employees is not a good idea because by doing this it could cause many violations being missed and not being kept up with. Kevin Clark asked if Manager Hess would be attending the Planning Meetings. Manager Hess stated that she would be attending the meetings and she would be answering all questions regarding code/zoning. Everything will still work the same the only changes taking place is the Manager and Staff including the Police will assume some of the code/zoning duties. Mayor Eline does not agree with the Police testifying in court regarding the violations. He stated that the Police are in court enough. Manager Hess stated that last year the previous Code/Zoning officer attended court one time. Everyone agreed that this was a trial and if things got to overwhelming then Council would revisit the issue. **Motion carried 5-1 with Council Member Westcott casting the opposing vote.****

**NON-AGENDA ITEM**

**ADVERTISE POSITION FOR  
PUBLIC WORKS**

**Council Member Bateman made a motion, seconded by Council Member Bucher, to direct the Borough Manager to advertise for a full-time Public Works person. Council President Adams stated that this was non-agenda item and asked for public comments. None were given. **Motion carried unanimously.****

**SNOW EMERGENCY RESOLUTION**

**Council Member Bateman made a motion, seconded by Council Member Mayers, to approve a Resolution designating Linda M. Hess as the Authorized Borough Agent for the February Snow 2010 Relief Funding. Motion carried unanimously.**

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**STREET SWEEPING IN APPLER**

**Council Member Bateman made a motion seconded by Council Member Westcott, to approve the street sweeping of unordained streets in the Borough of Littlestown at the current hourly rate and the signing of a hold harmless agreement. Motion carried 5-1 with Council Member Mayers casting the opposing vote.**

**NEW BUSINESS**

**PAINTING OF YELLOW CURB  
ACROSS FROM SELL'S ALLEY EXIT**

**Council Member Westcott made a motion to extent the yellow curb across from the exit of the Sell's alley parking lot to match the width of the parking lot exit. Council President Adams put this on hold because this would require us to advertise an ordinance changing our code and at this time things may be changing in that area that would not require us to extend the yellow curb. Council Member Westcott withdrew her motion.**

**YMCA TAX EXONERATION  
APPROVAL**

**Council Member Wheeler made a motion seconded by Council Member Bateman, to grant the Hanover Area YMCA exoneration from fiscal 2010 municipal taxes on the property they now own at 95 Keystone Street. Motion carried unanimously.**

**ADJOURN**

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

The meeting adjourned at 7:56p.m.

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Sandy Conrad  
Secretary/Treasurer

(SEAL)