

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ APRIL 27, 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
Director of Public Works, Tim Topper
Chief of Police, Charles Kellar
Borough Engineer, Peggy Miller
Borough Solicitor, John White

Borough Authority Members

Karen Louey

Others in Attendance:

Mark Walters, Gettysburg Times Reporter
Tim Stonesifer, Hanover Evening Sun
Brian Byers, Littlestown Jaycees
Scott Small, Alpha Fire Chief
Harry Mckean
Kevin Clark
Larry Unger
Louis Small, Jr.

APPROVAL OF MINUTES

***APRIL 13, 2010 WORKSHOP
MEETING MINUTES***

Council Member Bateman made a motion, seconded by Council Member Bucher, to waive the reading of the April 13, 2010 Littlestown Borough Workshop 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 \$110,563.04 for the dates of April 8, 2010 to April 21, 2010 and the Payroll disbursements for a total of \$25,649.70 from the period of April 4, 2010 to April 17, 2010 whereas the combined total is \$136,212.74. Motion carried unanimously.

APPROVAL OF FINANCIAL

Council Member Bateman made a motion, seconded

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REPORT

by Council Member Bucher, to approve the financial report for April 27, 2010. Motion carried unanimously.

PUBLIC HEARING

ORDINANCE REPEALING CHECK FEES

Council Member Bateman made a motion seconded by Council Member Mayers, to approve an ordinance repealing the \$25.00 fee for non-sufficient funds checks or closed account checks, as presently set forth in Chapter 53, Section 53-4.F, Chapter 70, Section 70-21.C, and Chapter 70, Section 70-23.1.(d) of the Littlestown Borough Code. Motion carried 5-1 with Council Member Westcott casting the opposing vote.

Resolution Increasing the Check Fees

Council Member Bateman made a motion seconded by Council Member Mayers, to adopt a resolution allowing the Borough of Littlestown to charge \$35.00 for any fee(s) or bill(s) paid unto the Borough by a check which is subsequently returned by the financial institution due to non-sufficient funds or closed accounts. Motion carried 5-1 with Council Member Westcott casting the opposing vote.

ACT 537 REPORT

UPDATE ON ACT 537

Council Member Westcott made a motion seconded by Council Vice President Wheeler, to direct the Borough Solicitor to send Union and Germany Townships a letter informing them that the deadline for signing and returning the Intermunicipal Agreement as proposed is May 11, 2010. Motion carried unanimously.

UNFINISHED BUSINESS

2009 AUDIT REPORT

Council Member Bateman made a motion seconded by Council Member Westcott, to accept the 2009 Audit Report. Motion carried unanimously.

Royal Farms

Council Member Bateman made a motion seconded by Council Vice President Wheeler, to grant the Royal Farms request for a 45 day extension within which to satisfy the conditions of approval of Royal Farm Land Development Plan. Such extension shall expire on June 10, 2010. Motion carried unanimously.

NON-AGENDA ITEM

WASTE WATER CERTIFICATION

Council Member Bateman made a motion, seconded by Council Member Westcott, to approve the posting of Tim Mayers Waste Water Certification at the Sewer Plant. Council President Adams stated that this was non-agenda item and asked for public comments. Council Vice President Wheeler was concerned that this was not legal because Mr. Mayers is not an employee at the plant. Council Vice President Wheeler was

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informed that there are no problems because he is not being paid. Mr. Mayers is volunteering to post his certification. There are no concerns with DEP of whether they are an employee or not. DEP leaves that up to the owner and operator of the facility to determine the terms and conditions. **Motion carried unanimously.**

BOX ALARM RESPONSE CARD

Mr. Scott Small explained the Box Alarm Response Card. He also thanked the Borough Council for allowing him to leave to respond to calls.

Council Vice President Wheeler made a motion seconded by Council Member Bateman, to approve the Alpha Fire Company Box Alarm Response Card. Council President Adams stated that this was a non-agenda item and asked for public comments. None were given. **Motion carried unanimously.**

APPOINTMENT OF FIRE MARSHALL

Council Member Westcott made a motion seconded by Council Member Bateman, to appoint Scott Small as the Borough's Fire Marshal. Council President Adams stated that this was a non-agenda item and asked for public comments. None were given. **Motion carried unanimously.**

NEW BUSINESS

39TH ANNUAL GOOD OLE DAYS

Council Member Westcott made a motion seconded by Council Member Bucher, to approve the 39th Annual Good Ole Days to be held on August 19th, 20th, & 21st and the following request:

1. Request to hold a Market at the Square and a Civil War encampment and antique displays at the Maple Avenue Play Ground on Thursday and Friday August 20th and 21st;
2. Request to use the parking spaces for the market at the square as per attached layout and that all metered parking be waived for these two days to encourage participation;
3. Request to hold a Good Ole Days Parade on Thursday evening August 19th.
4. Request to hold the activities at Maple Avenue playground and Crouse Park on Saturday August 21st from 6:00 am to 5:00 pm, with preparation beginning on August 20th;
5. Request that roads be blocked off to thru traffic around Crouse Park on August 21st from 6:00 am to 5:00 pm;
6. Request to have Glenwyn Drive closed to traffic on Saturday August 21st from 7:00 am to 4:00 pm for the antique auto display.
7. Request to have Maple Avenue closed to traffic along the playground on Saturday, August 21st, for 6:00 am to 5:00 pm;
8. Request for public rest room facilities at Maple Avenue to be open on Thursday, Friday and Saturday;

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9. Request Vendor parking be allowed at Maple Avenue park;
10. Request Ramps for access over curbs at Crouse Park be placed.

Motion carried unanimously.

DEDICATION OF WATER SLIDE

Council Vice President Wheeler made a motion seconded by Council Member Bateman, to invite the Littlestown Eagles Members and Family to attend the dedication of the Double-Flume Water Slide at the Littlestown Swimming Pool on Friday, May 28th from 5:00pm – 7:00pm. Motion carried unanimously.

PROJECTS

CROUSE PARK UPDATE

Mr. Brian Byers with the Littlestown Jaycees stated that the project is taking a bit longer than expected. There was more damage than originally thought. Mark Austin and his crew as well as others are working to get the pavilion under roof. Weather permitting; they should have the shingles on by the end of next weekend.

The next step is to replace the rotted soffit and ceiling. From there, the power washing and painting will end the construction aspect of the renovation.

Acknowledgements:

Lunch has been provided by the Jaycees with the exception of Kennie's Market who provided lunch on the first day, April 10th. The Lions Club has also offered to provide lunch to the construction crew.

Special Thanks:

A special thank you goes out to the Borough for allowing the Jaycees to run the project and for the continued dedication of the construction crews: Mark Austin Building and Remodeling and Valley Crest Builders as well as the sponsors and donators:

Piney Creek Services, Inc., Littlestown
Stonesifer and Son's Sanitation Inc., Littlestown
Ace Hardware, Littlestown
Kennie's Market, Littlestown
Baird Heating and Cooling, Inc., Littlestown
Bob's Collision Repair Center Inc., Littlestown
Utz Quality Foods, Inc., Hanover
Sherwin Williams, Hanover
Schmuck Lumber Company, Hanover
Robert G. Miller, Inc., Hanover

Media:

In addition to the Hanover and Gettysburg newspapers, the Jaycee's website has updates in the form of photos and slideshows.

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Mr. Byers also announced that the Littlestown Lions Club and the Jaycees have agreed to co-chair a parade for the Good Ole Days. The Council is being asked to be part of an opening ceremony Thursday evening immediately following the parade at Crouse Park.

REPORTS

BOROUGH MANAGER

Borough Manager, Linda Hess, submitted her report earlier to Council.

MAYOR

Mayor James Eline submitted his report earlier to Council. He also reported that he would like to meet with the Personnel Committee to discuss the option of a full-time secretary.

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.

BOROUGH ENGINEER, HRG

There was nothing to report.

BOROUGH SOLICITOR

There was nothing to report.

REPORTS

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

**REPORTS OF BOARDS,
COMMITTEES AND
COMMISSIONS**

RECREATION BOARD

5K RUN - YMCA

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the recommendation from the Recreation Board to grant the request from the YMCA to hold a 5K run at the Community Park on the following dates:

- **May 22, 2010 to benefit Littlestown High School field hockey team and the YMCA Kids Come First campaign.**
- **August 21, 2010 to benefit the Littlestown Good Ole Days.**

VENDING MACHINES

Council Member Bateman made a motion seconded by Council Vice President Wheeler, to approve the recommendation from the Recreation Board to utilize the vending machine to be used for the 2010 seasons with the machine to be filled and money removed on a regular basis. Motion carried unanimously.

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SUMMER RECREATION DATES

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the recommendation from the Recreation Board to hold the Summer Recreation Program from June 14, 2010 through July 30, 2010. Motion carried unanimously.

PLANNING COMMISSION

**ADVERTISE AN ORDINANCE
LIBRARIES TO SECTION 304.1.A.13**

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the advertisement of an Ordinance adding Libraries to Section 304.1.A.13 of the Littlestown Borough Zoning Code. Motion carried unanimously.

CIVIL SERVICE COMMISSION

Council Member Mayers stated that there is nothing to report.

**COMMUNITY RELATIONS
COMMITTEE**

Council Vice President Wheeler stated that there is nothing to report.

**FINANCE COMMITTEE
HEALTH & SAFETY
COMMITTEE**

Council President Adams stated that there was nothing to report. Council Member Westcott stated that there is nothing to report.

PERSONNEL COMMITTEE

Council Member Bucher stated that there is nothing to report.

**UNION/POLICE CONTRACT
COMMITTEE**

Council President Adams stated that he had an informal meeting last night with the police representative which will be discussed in executive session.

**PROPERTY & SUPPLY
COMMITTEE**

Council Member Bateman stated that there is nothing to report.

UTILITIES/I&I COMMITTEE

Council Member Mayers state that there will be an Act 537 meeting on May 13th at 2:00pm.

YORK ADAMS TAX BUREAU

Council Vice President Wheeler gave an update of the meeting he attended last night.

PUBLIC COMMENTS

Mr. Larry Unger expressed a concern regarding the pit beef stand that was built across from the dealership. The Planning Commission did not approve that type of building. Furthermore, there were no plans submitted to the Planning Commission regarding a building. The Planning Commission approved the business based on the discussion and impression that there would be a barbeque wagon being pulled in. A permit was issued for something that was not approved. Council President Adams stated that the situation is being investigated.

ADJOURN FOR EXECUTIVE

Council Member Bateman made a motion, seconded by Council Vice President Wheeler, to adjourn the Regular Meeting to go into executive session to discuss real estate matters and personnel. Motion carried unanimously.

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The meeting was adjourned at 9:35 p.m.

RECONVENE

The meeting reconvened at 11:04 p.m. and the public was invited back in.

ADJOURN

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

The meeting adjourned at 11:05p.m.

Sandy Conrad
Secretary/Treasurer

(SEAL)