

713

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ AUGUST 24, 2010

CALL TO ORDER

The Borough Council met in a regular 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 Charlene Westcott
Council Member Tim Mayers
Council Member Betty Bucher
Mayor Jim Eline

Council Members Excused:

Council Member Donald Bateman

Additional Borough Representation:

Secretary/Treasurer Sandy Conrad
Manager Linda Hess
Borough Public Works Director, Tim Topper
Borough Engineer, Peggy Miller
Borough Solicitor, John White

Others in Attendance:

Mark Walters, Gettysburg Times
Tim Stonesifer, Evening Sun
JT. Bittle, VFW
Grove Bankert, American Legion
Terry Moser, Alpha Fire Co.
Kevin Ryan, Edward Jones
Louis Small

APPROVAL OF MINUTES

***JULY 27, 2010 REGULAR
MEETING MINUTES***

Council Member Bucher made a motion seconded by Council Member Mayers, to waive the reading of the July 27, 2010 Littlestown Borough Regular Meeting Minutes and approve. Motion carried unanimously.

**APPROVAL AND
PAYMENT OF BILLS**

Council Vice President Wheeler made a motion seconded by Council Member Bucher, to approve the accounts payable for the General, Swimming Pool, Water, Sewer and Payroll Funds totaling \$136,045.83 for the dates of July 15, 2010 to August 16, 2010 and the Payroll disbursements for a total of \$60,382.52 from the period of July 11, 2010 to August 7, 2010 whereas the combined total is \$196,428.35. Motion carried unanimously.

**APPROVAL OF FINANCIAL
REPORT**

Council Member Bucher made a motion seconded by Council Member Westcott, to approve the financial report for August 24, 2010. Motion carried unanimously.

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714

2010 BUDGET AMENDMENTS

Council Member Bucher made a motion seconded by Council Vice President Wheeler, to approve the 2010 budget amendments as presented. Motion carried unanimously.

RESERVE SAVINGS ACCOUNT REPORT

Council Vice President Wheeler made a motion, seconded by Council Member Bucher, to approve the Reserve Savings Account from August 24, 2010. Motion carried unanimously.

NEW BUSINESS

KVS FINANCIAL SOFTWARE

Council Vice President Wheeler made a motion seconded by Council Member Mayers, to approve the purchase the KVS Financial Software Package in the amount of \$38,921.00. Motion carried 3-2 in favor with the Council Vice President Wheeler and Council Member Mayers casting the opposing votes.

HRG PROPOSAL FOR QUARRY

Council Member Mayers made a motion seconded by Council Vice President Wheeler, to approve the proposal in the amount of \$4,400 to perform an assessment of the quarry to determine operational and maintenance deficiencies. Motion carried 3-2 in favor with Council Vice President Wheeler and Council Member Westcott casting the opposing votes.

HRG SCOPE OF SERVICES FOR SEWER TO ST. JOHN'S ROAD

Council Member Bucher made a motion seconded by Council Vice President Wheeler, to approve the HRG, Inc. to provide a scope of service for sanitary sewer and potable water lines extensions to three terminal properties on St. John's Road at \$11,200.00. Motion carried 4-1 in favor with Council Member Westcott casting the opposing vote.

NEW BUSINESS

NEW COPIER FOR POLICE DEPT.

Council Vice President Wheeler made a motion seconded by Council Member Westcott, to approve the Leasing of a copier for the Littlestown Police Department at \$141.81 per month for 60 months. Motion carried unanimously.

2011 UNIFORM AND NON-UNIFORM MMO'S

Council Vice President Wheeler made a motion seconded by Council Member Mayers, to approve the 2011 Police Pension Plan MMO in the amount of \$63,317.24 and the 2011 Non-Uniform Pension Plan MMO in the amount of \$30,956.00. Motion carried unanimously.

NEW OXFORD BOROUGH AS "PEG" REPRESENTATIVE

Council Vice President Wheeler made a motion seconded by Council Member Westcott, to approve New Oxford Borough as "PEG" (Local Public, Education and Government Media Outlet) Representative for Adams and York County. Motion carried 5-2 in favor with Council Vice President Wheeler and Council Member Mayers casting the opposing votes.

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715

REPORTS

BOROUGH MANAGER

Borough Manager, Linda Hess, submitted her report earlier to Council. Council Member Mayers was concerned with the fact that the Managers report stated that there was no activities back at the pool such as pool hops. Council Member Mayers stated that the pool has always had pool hops and wanted to know the reason why none were schedule this year. Manager Hess stated that the Recreation did not approve any activities.

MAYOR

Mayor James Eline submitted his report earlier and commended everyone for their hard work and participation with the Good Old Days.

POLICE CHIEF

Chief of Police, Charles Kellar, submitted his report earlier to Council. He further stated that there is an issue with Ms. Westcott's driveway in Heritage Hills II. Chief Kellar did a study on the driveway and the way the driveway sits it is impossible to see pedestrians and on coming traffic when backing out. There is also a mailbox that sits back on the sidewalk that belongs to the neighbor and the United States Postal Service will not back their vehicle up to put the mail in the mailbox. Chief Kellar is recommending painting the approximated 20 foot section of curbing yellow so no one is able to park there because it is safety issue. Manager Hess stated that she has three addresses that also have the same problem. Council President Adams asked Manager Hess to get the three addresses and present it at Council's next meeting.

DIRECTOR OF PUBLIC WORKS

Borough Director of Public Works, Tim Topper, submitted his report earlier to Council. Council President Adams informed Mr. Topper to start providing well reports to Council.

BOROUGH SOLICITOR

Solicitor White asked Council for permission to move forward with the next step in the Lien process, "Writ of Execution", on six properties.

WRIT OF EXECUTION

Council Member Mayers made a motion seconded by Council Member Westcott, to direct Solicitor White to start the Writ of Execution process on six properties. Motion carried unanimously.

**REVISED ELECTRONIC MESSAGE
BOARD ORDINANCE**

Council Member Bucher made a motion seconded by Council Member Mayers, to approve the re-advertisement of the amended Electronic Sign Ordinance. Motion carried 1 – 4 not in favor with Council Member Mayers, Council Member Bucher, Council President Adams, Council Vice President Wheeler and Council Member Bucher casting the opposing votes.

Council Vice President Wheeler made a motion seconded by Council Member Bucher, to postpone the re-advertisement of the amended Electronic Sign Ordinance for further study. Motion carried 3-2 in favor with Council President Adams and Council Member Westcott casting the opposing votes.

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716

APPROVAL OF REPORTS

Council Vice President Wheeler 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

CANCER RELAY

Council Member Mayers made a motion seconded by Council Vice President Wheeler, to approve the recommendation from the Recreation Board to approve the request from Pam Boyd representing Cancer relay for Life for a Car Show on October 3, 2010 to be held at the upper parking lots of the swimming pool contingent upon the proper paperwork being submitted with the Borough Office. Motion carried unanimously.

PLANNING COMMISSION

Action regarding the Electronic Sign Ordinance was taken under the Borough Solicitors report.

CIVIL SERVICE COMMISSION

Council Member Mayers stated that there was nothing to report.

**COMMUNITY RELATIONS
COMMITTEE**

Council Vice President Wheeler stated that there was nothing to report

FINANCE COMMITTEE

Council President Adams stated that the budget process has begun.

**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 it is still in the process of being worked on.

**PROPERTY & SUPPLY
COMMITTEE**

Council Member Bateman stated that there was nothing to report.

UTILITIES/I&I COMMITTEE

Council Member Mayers stated that there was nothing to report.

YORK ADAMS TAX BUREAU

2009 TAX YEAR RECONCILIATION

Council Vice President Wheeler made a motion seconded by Council Member Westcott, to deduct the \$22,317.09 owed back to the York Adams Tax Bureau for overpayment of Earned Income Taxes from the August 31st and November 30th 2010 distributions. Motion carried unanimously.

COUNCIL OF GOVERNMENT

Council Vice President Wheeler stated that there was a meeting and at this time there is not a whole lot going on.

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717

PUBLIC COMMENT

Terry Moser

Mr. Terry Moser with the Alpha Fire Company took the opportunity to thank the safety committee and police department with the carnival.

J.T. Bittle

Mr. Bittle was very upset over the fact that for many years the VFW has always rented the pavilion back at the park at no charge and now the Borough feels it necessary to start charging. Council President Adams stated that there were other organizations that also utilized the pavilions at no charge and the Council will look into the situation. Council Vice President Wheeler reminded the Council that the VFW allows the Borough to utilize their facilities at no charge. Borough Manager Hess reminded Council that last Council decided that the pavilions would be at no charge Monday through Thursday and Friday through Sunday there would be a charge for every organization. Council will look into the situation.

Grove Bankert

Mr. Grove Bankert was very upset because he came to the Borough Office to cancel the reservation for this year and when he approached the Borough Manager to ask for a refund she stated that he could not get one. Council President Adams stated Council will look into the request.

RECESS

Council Member Mayers made a motion, seconded by Council Member Bucher, to recess the open session for an executive session to discuss personal issues and potential litigation. Motion carried unanimously.

The meeting was recessed at 8:30pm.

RECONVENE

Council President Adams reconvened the meeting at 10:01pm.

SPECIAL MEETING

Council Vice President Wheeler made a motion, seconded by Council Member Bucher, to convene a Special Meeting on Monday, August 30, 2010 at 7:00pm. Motion carried unanimously.

ADJOURN

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

Council President Adams adjourned the meeting at 10:02pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)