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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ FEBRUARY 22, 2011

CALL TO ORDER

The Borough Council met in session and the meeting was called to order at 7:00 p.m. with Council President Dave Wheeler presiding.

ATTENDANCE

Council Members Present:

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

Additional Borough Representation:

Secretary/Treasurer Sandy Conrad
Directory of Public Works, Tim Topper
Chief Water/Sewer Operator, Chris Stroup
Chief of Police, Chuck Kellar
Borough Consultant, James Schumacher
Borough Engineer, Peggy Miller

Borough Authority Members Present:

Chair, Karen (Bo) Louey
Vice-Chair, David Westcott
Member, Kevin Clark
Member, Rick Adams

Borough Authority Members Excused:

Secretary/Treasurer, Marilyn Zanger

Others in Attendance:

Joyce Weatherly
Rebecca Baugher
Harry McKean, New Age Associates
Louie Small
Andy Collins, Staub Riggs & Collins Inc.
Antonia Padilla
Mark Walters, Gettysburg Times
Craig Paskoski, Evening Sun

APPROVAL OF MINUTES

***FEBRUARY 8, 2011
MEETING MINUTES***

Council Member Bateman made a motion seconded by Council Member Bucher, to waive the reading of the February 8, 2011 Council Meeting Minutes and approve as written. Motion carried unanimously.

**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 \$18,457.34 for the dates of February 2, 2011 to February 15, 2011. Motion carried unanimously.

Council Member Bateman made a motion seconded by Council Member Bucher to approve the Payroll disbursements for a total

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of \$38,701.15 from the period of February 5, 2011 to February 18, 2011. Motion carried unanimously.

**APPROVAL OF REVENUE
AND EXPENDITURE REPORT**

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the Revenue and Expenditure Report from January 1, 2011 to February 15, 2011. Motion carried unanimously.

PUBLIC COMMENTS

Council President Wheeler asked for any public comments. No public comments were given.

NEW BUSINESS

***REQUEST FROM LASD TO
RELEASE ESCROW FUNDS***

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the request from the Littlestown Area School District to release their escrow funds. Council President Wheeler asked for comments or questions. Borough Solicitor John White advised the Council that the account number the funds are being held in should be listed in the motion. Borough Secretary/Treasurer stated that she would need to look up the account number. **The motion was amended by Council Member Westcott and seconded by Council Member Bateman, to postpone the request from the Littlestown Area School District until the meeting on March 8, 2011 at which time the Borough Secretary/Treasurer could provide the appropriate account number. Motion carried unanimously.**

RECESS

Council President Wheeler recessed the Council meeting at 7:15pm to allow the Borough Authority to go into session.

BOROUGH AUTHORITY

The Borough Authority met in session and the meeting was called to order at 7:15 p.m. with Authority Chair, Karen Louey presiding.

CHAPTER 94 PROPOSAL

Authority Member Clark made a motion seconded by Authority Member Adams, to approve the proposed Chapter 94 report. Motion carried unanimously.

ADJOURN

Authority Member Westcott made a motion seconded by Authority Member Clark, to adjourn the meeting of the Authority. Motion carried unanimously.

The meeting adjourned at 7:18pm.

**RECONVENE REGULAR
MEETING OF COUNCIL**

The Regular Meeting of Council reconvened at 7:18pm.

NEW BUSINESS

APPROVAL OF THE ACT 537 PLAN

Council Member Bateman made a motion seconded by Council Member Westcott, to approve the Act 537 plan with the Adams County Office of Planning and Development comments being

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incorporated as part of the Act 537 plan when received. Motion carried unanimously.

APPROVAL OF ENGINEERING SERVICES

Council Member Bateman made a motion seconded by Council Member Bucher, to authorize the Borough Engineering firm HRG to provide the final engineering information needed by the financial consultant and bond counsel for the sale of the GO bonds. Motion carried unanimously.

Council Member Bateman made a motion seconded by Council Member Bucher, to authorize the Borough Engineering firm HRG to review and recommend to the Borough proposed water and sewer rate schedules as needed to conform and coincide with the anticipated debt service for the new projects being financed with the 2011 GO bonds. Motion carried unanimously.

Council Member Bateman made a motion seconded by Council Member Adams, to authorize the Borough Engineering firm HRG to provide an engineering cost proposal to complete the final design, project manual, bid specifications and drawings, pre-bid conference for Lumber Street. Motion carried unanimously.

Council Member Bateman made a motion seconded by Council Member Adams, to authorize the Borough Engineering firm HRG to provide a cost proposal for the design, specifications, bid documents, permits, regulatory compliance, construction service for the design and upgrade of the Waste Water Treatment Plant. Motion carried unanimously.

NO TRUCK TRAFFIC ON LUMBER STREET

Council Member Westcott made a motion seconded by Council Member Bateman, to direct Borough Solicitor, White to prepare an ordinance to amend Chapter 68-13C or the Littlestown Borough Code to prohibit truck traffic on Lumber Street. Council President Wheeler stated that this was a non-agenda item and asked for public comments. **None were given. Motion carried unanimously.**

ANTONIA PADILLA

Ms. Padilla came before Council asking to be reimbursed for her deductible and cost of a rental car for an accident that occurred with a manhole. The insurance companies at this time are in subrogation at this time and Council will not be making a decision on the reimbursement until they receive the outcome of the subrogation.

REPORTS

MAYOR

Mayor, James Eline reported that he had submitted his report earlier to Council and he was concerned with who was taking care of the Code Enforcement Officers job. He has noticed a lot of abandoned vehicles in town.

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CHIEF OF POLICE

Chief, Kellar reported that he had submitted his report earlier to Council and he had nothing additional to report.

DIRECTOR OF PUBLIC WORKS

Director of Public Works, Tim Topper reported that he had submitted his report earlier to Council and he informed Council of the deadline was fast approaching to comply with the Ground Water Rules.

REPORTS OF BOARDS AND COMMISSIONS

PLANNING COMMISSION

ALPHA FIRE COMPANY

Council Member Westcott made a motion seconded by Council Member Adams, to approve the recommendation from the Planning Commission and grant the Alpha Fire Company the extension of plans until August 31, 2011. Motion carried unanimously.

RUTH REAGAN

Council Member Adams made a motion seconded by Council Member Bateman, to approve the recommendation from the Planning Commission and reappoint Ruth Reagan for a term ending January 1, 2014. Motion carried unanimously.

RECREATION BOARD

HIRE LOUISE LUCKINICH AS POOL MANAGER

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the recommendation from the Recreation Board and hire Louise Luckinich as Pool Manager at \$12.50/hr for the 2011 pool season. Council President Wheeler stated that that this was a non-agenda item and asked for public comments. None were given. Motion carried unanimously.

REQUEST FROM THE YMCA

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the recommendations from the Recreation Board to approve the YMCA the following:

- 1. To use the community park on May 21, 2011 for the Annual Kicks for Sticks Race at 7:00am;**
- 2. To use pavilion #1 from June 6, 2011 to August 12, 2011 from 8:30am to 4:00pm with the understanding that any person wanting to rent the pavilion on any of those dates will be able to do so;**
- 3. To use the Littlestown Pool on Wednesday and Thursdays from 1:00pm to 3:00pm and;**
- 4. To limit the YMCA a minimum of eight children in order receive the following discounted prices:**
 - a) Over six years - \$3:00**
 - b) Under six years - \$1.50**

Council President Wheeler stated that this was a non-agenda item and asked for public comments. None were given. **Motion carried unanimously.**

RECESS FOR EXECUTIVE

Council President Wheeler announced the public will be dismissed so that Council can recess for an executive session to discuss

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personnel issues.

The meeting was recessed at 8:52pm.

RECONVENE

Council President Wheeler reconvened the meeting at 9:42pm and the public was invited back in.

***DECLARE AN ACTUAL
EMERGENCY***

Council Vice-President Mayers made a motion seconded by Council Member Bateman, to declare that an actual emergency exists relative to the repair of all of the Borough's wells that are part of the Borough's public water system, and to, therefore, dispense with the otherwise applicable competitive bidding process and to contract with a qualified contractor or contractors, as determined by the Borough's Public Works Director and as approved by the President of the Borough Council, to work with the Borough staff to complete these well repairs as soon as possible, and including the purchase of all required materials and equipment. The contractor(s) shall pay Prevailing Wages if the overall wells repairs project cost exceeds \$25,000.00. Council President Wheeler stated that this was a non-agenda item and asked for public comments. None were given. **Motion carried unanimously.**

PUBLIC COMMENT

There were no public comments given.

ADJOURN

Council President Wheeler adjourned the meeting at 9:45pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)