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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ MAY 24, 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 David Wheeler presiding.

ATTENDANCE

Council Members Present:

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

Additional Borough Representation:

Secretary/Treasurer Sandy Conrad
Chie of Police, Charles Kellar
Directory of Public Works, Tim Topper
Chief Water/Sewer Operator, Chris Stroup
Borough Consultant, Jim Schumacher

Others in Attendance:

Richard Messinger
Steve Laughman
Ivan & Cathy Tompkin
Marlene Kinsey
Joyce Weatherly
Rebecca Baugher
Harry McKean
Stefan Hartman
Dave Westcott
Terry Moser
Paul Sharpless
Craig Paskoski, Evening Sun

APPROVAL OF MINUTES

MAY 10, 2011
MEETING MINUTES

Council Member Bateman made a motion seconded by Council Member Bucher, to waive the reading of the May 10, 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 \$148,500.09 for the dates of May 5, 2011 to May 16, 2011. Motion carried unanimously.

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

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\$39,433.56 from the period of May 5, 2011 to May 16, 2011. Motion carried unanimously.

**APPROVAL OF REVENUE
AND EXPENDITURE REPORT**

Council Member Bateman made a motion seconded by Council Member Westcott, to approve the Revenue and Expenditure Report dated May 16, 2011. Motion carried unanimously.

PUBLIC HEARING

CCRC ORDINANCE

The public hearing was to discuss an ordinance up for adoption. If the ordinance is approved it would amend the Borough of Littlestown Zoning Ordinance, Chapter 73 of the Littlestown Borough Code, by adding provisions regarding a Continuing Care Retirement Community (CCRC) and Vehicle Sales.

The Office of Planning and Development sent a memo dated May 11, 2011 stating the following:

In accordance with Section 609.e of the Pennsylvania Municipalities Planning Code (Act 247 of 1968, as amended), and following a review of the Adams County Comprehensive Plan and other relevant documents, the Adams County Office of Planning and Development hold a staff meeting to review the above0-referenced zoning amendment and offers the following comments:

Comment: "The proposed amendment primarily involves the provision of language to allow Continuing Care Retirement Communities within designated locations of the Borough. The Office of Planning and Development is pleased to have been able to assist the Borough with the development of this language through the Borough's continued participation in the Community Assistance Planning Program. Given our involvement with the production of this amendment, we are comfortable with the language provided and support the adoption of the amendment as prepared."

Members of the Community were in attendance to express their concerns regarding the possibility of additional traffic that could be created on South Columbus Avenue, additional strain on the Fire Company and other issues that the community could face.

Council informed the residents that the purpose of the public hearing was just to add Continuing Care Retirement Communities to the Borough Zoning Ordinance because at this time they are not allowed in the Borough. Anyone who wishes to build such a community will need to go through the proper procedures.

Council Vice President Mayers made a motion seconded by Council Member Adams, to adopt an ordinance of the Borough of Littlestown, Amending and Supplementing the Borough of

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Littlestown Zoning Ordinance, Chapter 73 of the Littlestown Borough Code, by Adding Provisions Regarding a Continuing Care Retirement Community (CCRC) and Vehicle Sales. Motion carried 5-1 with Council President Wheeler casting the opposing vote.

NEW BUSINESS

RIGHT-TO-KNOW OFFICER

Council Member Bateman made a motion seconded by Council Member Bucher, to designate the Borough Secretary/Treasurer as the Borough's Right-to-Know Officer. Motion carried unanimously.

CONCERNS WITH CLOVER LANE

The Borough Secretary/Treasurer, Sandy Conrad reported that she had received an email from Eric Morgan regarding some safety concerns due to the overuse of Clover Lane. She further stated that she along with Tim Topper and Chief Kellar met with Mr. Morgan to go over the concerns and the only option is to look into the option of making it one way.

Council directed the Secretary/Treasurer to contact all of the residents of Clover Lane to receive their input before any decisions are made.

UNFINISHED BUSINESS

IT INFORMATION – WEBSITE

Mr. Hartman with Wide Open Communications was contacted to see what he would be able to do with the Borough's website and email. Mr. Hartman provided the Borough with some options of how the website could be set up and the costs associated with doing so. Council President Wheeler informed Mr. Hartman that the Finance Committee will look at the options and make a recommendation to Council.

UPDATE ON ROYAL FARMS

A Royal Farms Representative was invited to the Council meeting by Borough Solicitor White to give Council an update on proposed Royal Farm Store. No one from Royal Farms was in attendance. Council directed Borough Solicitor, John White to contact Royal Farms and inform them that they must be at the next meeting. If they are not in attendance then action will be taken to reject the plan which will mean that Royal Farms will need to start all over.

**REPORTS OF BOARDS
COMMITTEES AND
COMMISSIONS**

PLANNING COMMISSION

148 COLORADO AVENUE

Council Member Adams made a motion seconded by Council Member Bucher, to approve the recommendation from the Planning Commission that a new business, home occupation at 148 Colorado Avenue be approved as per the application. Motion carried unanimously.

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RESIGNATION OF KEVIN CLARK

Council Member Adams made a motion seconded by Council Member Bucher, to approve the recommendation from the Planning Commission to accept the resignation of Kevin Clark effectively immediately. Motion carried 5-1 with Council Member Bateman casting the opposing vote.

RECREATION BOARD

**REQUEST FROM BETSY BEIN;
CONCESSION STAND MENU;
SWIMMING LESSONS; RESIGNATION
OF PAT FELKER; REC PROGRAM
SHIRTS; HIRE ADDITIONAL LIFE-
GUARDS; PURCHASE WHISTLES;
POOL HOPS/ADULT HOP**

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

1. The request from Betsy Bein of Rolling Acres Elementary School to use to the pool for the last day of the Book-mobile on July 26, 2011 from 7:00pm to 8:00pm at a cost of \$75.00;
2. To keep the Concession Stand menu items the same as last year and to increase each menu item by 10 cents;
3. To approve the Learn-to-Swim and Little Swimmers Swim programs;
4. To accept Board Member Pat Felker's resignation from the Recreation Board effectively immediately;
5. To allow the Pool Manager, Louise Luckinich to hire additional Lifeguards as needed throughout the season with final approval from Council;
6. To purchase whistles for each Lifeguard;
7. To approve the following pool hops to be held on June 22nd, July 20th, August 24th and an adult hop to be held on Friday August 26th;
8. To order 8 shirts for the Rec Program employees.

Motion carried unanimously.

LIFEGUARD SHIRTS

Council Member Bateman made a motion seconded by Council Member Westcott, to deny the following recommendations from the Recreation Board;

1. To order 6 shirts for the Lifeguards.

Motion carried unanimously.

ADJOURN

Council President Wheeler adjourned the meeting at 9:00 pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)