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**THE BOROUGH OF LITTLESTOWN**  
**10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber**  
**BOROUGH COUNCIL MEETING ▪ JUNE 28, 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  
Directory of Public Works, Tim Topper  
Chief Water/Sewer Operator, Chris Stroup  
Borough Engineer, Josh Fox  
Borough Consultant, Jim Schumacher

**Others in Attendance:**

Paul Sharpless  
Harry McKean  
Rebecca Baugher  
Steve Laughman  
Richard Messinger  
Dave Westcott  
Terry Moser  
Fred Miller

**APPROVAL OF MINUTES**

***JUNE 14, 2011  
MEETING MINUTES***

**Council Member Bateman made a motion seconded by Council Member Adams, to waive the reading of the June 14, 2011 minutes of Council and approve as written. Motion carried unanimously.**

**APPROVAL AND  
PAYMENT OF BILLS**

**Council Member Bateman made a motion seconded by Council Member Westcott, to approve the accounts payable for the General, Pool, Water and Sewer Funds from June 10, 2011 through June 23, 2011 in the amount of \$109,876.05. Motion carried unanimously.**

**Council Member Bateman made a motion seconded by Council Member Bucher, to approve the Payroll from June 10, 2011 through June 23, 2011 in the amount of \$52,774.61. Motion carried unanimously.**

**REVENUE/EXPENDITURE**

**Council Member Bateman made a motion seconded by Council Member Westcott, to approve the Revenue and Expenditure report from May 1, 2011 to May 31, 2011. Motion carried unanimously.**

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**NEW BUSINESS**

***CRYSTAL REPORT SOFTWARE***

Council Member Adams made a motion seconded by Council Member Bateman, to approve the purchase of the Crystal Report Software in the amount of \$7,500. Motion carried unanimously.

Council Member Bateman made a motion seconded by Council Member Westcott, to approve the expenditure of \$7500 for the Crystal Report Software to be taken from the water bond fund. Motion carried unanimously.

***M&T BANK BOND FUNDS***

Council Member Bateman made a motion seconded by Council Member Bucher, to start the process of transferring the bond funds from the M&T Bank. Motion carried unanimously.

**UNFINISHED BUSINESS**

***ROYAL FARMS***

Council Member Bateman made a motion seconded by Council Member Adams, to approve the Developer Approval Agreement; to accept the financial security in the amount of \$830,308.05 and to give final approval to the Royal Farms Preliminary Final Land Development Plan. Motion carried 5-1 with Council Member Westcott casting the opposing vote.

**REPORTS**

**BOROUGH ENGINEER**

***ADVERTISE WATER SYSTEMS  
IMPROVEMENTS PROJECT***

Council Member Bateman made a motion seconded by Council Member Westcott, to authorize HRG to advertise the Water System Improvements Project for bid contingent upon receipt of the PA DEP Public Water Supply Permit. Motion carried unanimously.

**REPORTS OF BOARDS &  
COMMISSIONS**

**FINANCE COMMITTEE**

***2011 BUDGET AMENDMENTS***

Council Member Westcott made a motion seconded by Council Member Bateman, to approve the 2011 budget amendments for the General Fund in the amount of \$24,784.06, Pool Fund in the amount of \$3,643.05, Water Fund in the amount of \$30,971.08 and the Sewer Fund in the amount of \$22,815.47. Motion carried unanimously.

**RECREATION BOARD**

***RESIGNATION OF ASHLEY GARVER  
HIRE SUMMER LIFEGUARDS,  
LIFEGUARD T-SHIRTS,***

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

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***MAINTENANCE  
TO CHECK PLAYGROUND  
EQUIPMENT***

1. **Approve the resignation of Ashley Garver, Lifeguard;**
2. **Approve the hire following for Lifeguard positions with a starting rate of \$7.92/hr:**
  - a) **Matt Solowski – Full-Time**
  - b) **Kendra Kelch – Full-Time**
  - c) **Julia Antonelli – Part-Time**
  - d) **Bryce Kuhn – Part-Time**
  - e) **Dwight Weatherford – Part-Time**
  - f) **Adam Amspacher – One Call**
3. **Approve the purchase of eight lifeguard t-shirts (2-small, 4-mediums, 2-larges);**
4. **Approve the maintenance department to check all playground equipment and to deny the replacement of parts where needed but to instruct the maintenance department to come before Council with all parts that need to be replaced along with the cost(s) associated with the replacement. Council President Wheeler stated that this was non-agenda item and asked for public comments. Motion carried unanimously.**

**RECESS FOR EXECUTIVE**

Council President Wheeler recessed the Council Meeting at 8:22 p.m. to go into an executive session to discuss personnel and potential litigation.

**RECONVENE**

Council President Wheeler reconvened the Council Meeting at 8:26 p.m. and the public was invited back in.

**ADJOURN**

Council President Wheeler adjourned the meeting at 8:27pm.

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Sandy Conrad  
Secretary/Treasurer

(SEAL)