

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ SEPTEMBER 13, 2011

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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 Donald Bateman
Council Member Betty Bucher
Council Member Charlene Westcott
Mayor James Eline, Sr.

Council Members Excused:

Council Member, Rick Adams

Additional Borough Representation:

Secretary/Treasurer Sandy Conrad
Directory of Public Works, Tim Topper
Chief of Police, Charles Kellar
Borough Solicitor, John White
Borough Engineer, Josh Fox
Borough Consultant, Jim Schumacher

Others in Attendance:

Paul Sharpless
William Hill
Steve Laughman
Dave Westcott
Rebecca Baugher
Harvey Stonesifer
Richard Messinger
Terry Moser
Harry McKean
Craig Paskoski, Evening Sun
Mark Walters, Gettysburg Times

APPROVAL OF MINUTES

***AUGUST 23, 2011
MEETING MINUTES***

Council Member Bateman made a motion seconded by Council Member Bucher, to waive the reading of the August 23, 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 Bucher, to approve the accounts payable for the General, Pool, Water and Sewer Funds from August 17, 2011 through September 7, 2011 in the amount of \$69,910.68. Motion carried unanimously.

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Council Member Bateman made a motion seconded by Council Member Bucher, to approve the Payroll from August 17, 2011 through September 7, 2011 in the amount of \$64,865.24. Motion carried unanimously.

NEW BUSINESS

***POLICE MMO
NON-UNIFORM MMO***

Council Member Bateman made a motion seconded by Council Member Bucher, to approve the 2012 Police MMO in the amount of \$72,655.81 and the 2012 Non-Uniform MMO in the amount of \$24,066.00. Motion carried unanimously.

ACT 44 POLICY

Council Member Bateman made a motion seconded by Council Member Westcott, to approve a Resolution of the Borough of Littlestown, Pennsylvania, adopting written procedures in how professional services are chosen for its pension plans in order to comply with Act 44 of 2009 and the Auditor General's recommendation. Motion carried unanimously.

AMERICAN TOWER PROPOSAL

Council Member Westcott made a motion seconded by Council Member Bateman, to table the proposal from American Tower until October 25, 2011 Meeting of Council. Motion carried unanimously.

139 CHARLES STREET

Council Member Westcott made a motion seconded by Council Member Bateman, to direct the Borough Solicitor to send written notice to the property owners of 139 Charles Street of the Borough's intent to arrange for the clean-up of the property and file a municipal lien for the cost of the clean-up plus a 10% administrative cost. Motion carried unanimously.

REPORTS

BOROUGH ENGINEER

***APPROVAL OF CONTRACT 11-4
LUMBER STREET ROADWAY &
UTILITY IMPROVEMENTS***

Council Member Bateman made a motion seconded by Council Member Bucher, contingent upon the Borough Solicitors and Borough Engineers review and approval, to approve the Agreements and Performance and Payment Bonds for Contract 11-4 and authorize HRG to issue the Notice of Intent to Award and the Notice to Proceed. Motion carried unanimously.

PILOT TESTING PROPOSALS

Council Member Mayers made a motion seconded by Council Member Westcott, to approve the Pilot Testing Proposals submitted by Centrisys Centrifuge Systems and Huber Technology. Motion carried unanimously.

***SOC MONITORING WAIVER
APPLICATION PROPOSAL***

Council Member Bateman made a motion seconded by Council Member Westcott, to approve the SOC Monitoring Waiver Application Proposal. Motion carried unanimously.

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NON-AGENDA ITEMS

**Mr. William Hill – Sheraton Hill
EDU's**

Council Member Mayers made a motion seconded by Council Member Bucher, not to include the Township in our Act 537 Plan. Borough Solicitor White informed Council that action was already taken not to include Union Township in the Act 537 Plan and the motion should be amended to state that the Borough is confirming the previous position not to include Union and Germany Townships because of their refusal to participate in the Act 537 Plan process and to enter into Inter-Municipal Agreements. **Council Member Mayers amended the motion seconded by Council Member Bucher to read, the Borough is confirming the previous position not to include Union and Germany Townships because of their refusal to participate in the Act 537 Plan process and to enter into Inter-Municipal Agreements.** Council President Wheeler stated that this was a non-agenda item and asked for public comments and questions. None were given. **Motion carried unanimously.**

RECESS FOR EXECUTIVE

Council President Wheeler recessed the meeting of Council to go into an executive session to discuss personnel and potential litigation.

RECONVENE

Council President Wheeler reconvened the meeting of Council at 9:02pm and the public was invited back in.

***AMENDMENT TO THE ASSISTANT
CODE JOB DESCRIPTION***

Council Member Westcott made a motion seconded by Council Member Bateman, to amend the Assistant Code Enforcement Officer Job Description by adding the following under "Required Knowledge Skills and Ability":

- **Ability to complete and issue non-traffic citations, testify professionally in court, knowledge of procedures for filing legal action before appropriate judicial bodies.**

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

ADJOURN

Council President Wheeler adjourned the meeting at 9:15pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)