

**THE BOROUGH OF LITTLESTOWN**  
**10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber**  
**BOROUGH COUNCIL MEETING ▪ MAY 8, 2012**

**CALL TO ORDER**

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

**ATTENDANCE****Council Members Present:**

Council Vice President Ron Baird  
 Council Member Dave Wheeler  
 Council Member Charlene Westcott  
 Council Member Donald Bateman  
 Council Member Betty Bucher  
 Mayor James Eline, Sr.

**Council Members Excused:**

Council President Paul Sharpless

**Additional Borough Representation:**

Borough Solicitor, Todd King & Bob Campbell  
 Secretary/Treasurer Sandy Conrad  
 Chief of Police/Borough Manager, Charles Kellar  
 Directory of Public Works, Tim Topper  
 Borough Engineer, Josh Fox

**Others in Attendance:**

Richard Messinger  
 Rebecca Baugher  
 Bryan Westfall  
 Harry McKean  
 Joyce Weatherly  
 David Westcott  
 Craig Paskoski, Evening Sun  
 Terry Moser  
 Jess Haines, Gettysburg Times  
 Emmitt Patterson  
 Fred Miller

**APPROVAL OF MINUTES**

*APRIL 24, 2012  
 MEETING MINUTES*

**Council Member Bateman made a motion seconded by Council Member Bucher to waive the reading of the April 24, 2012 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, Pool, Water and Sewer Funds from April 19, 2012 through May 3, 2012 in the amount of \$103,967.53. Motion carried unanimously.**

**Council Member Bateman made a motion seconded by Council Member Bucher to approve the payroll from April 19, 2012 through May 3, 2012 in the amount of \$39,936.45. Motion carried unanimously.**

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**NEW BUSINESS**

***CDBG PUBLIC NOTICE - BUDGET***

**Council Member Bateman made a motion seconded by Council Member Bucher to approve and post the 2012 Community Development Block Grant Public Notice regarding the allocation of the grant funds. Motion carried unanimously.**

***CDBG TOOLS FOR COMPLIANCE***

**Council Member Bateman made a motion seconded by Council Member Bucher to send Borough Manager, Charles Kellar and Borough Secretary, Sandy Conrad to the CDBG Tools for Compliance in September with an amount not to exceed \$1,000.00 which includes hotel and conference costs. Motion carried unanimously.**

**UPDATE ON ANNUAL CONFERENCE**

Council Member Wheeler attended the annual conference attended by Council Member Wheeler. Mr. Wheeler will have a report for the next Council Meeting which will explain what was discussed at the conference.

**REPORTS**

**Mayor**

Mayor, James Eline, Sr. informed Council that he had nothing to report.

**Chief of Police/Manager**

Chief of Police, Charles Kellar informed Council of the following:

- An email that was sent to thank the police department for their participation in the 2011 Click It or Ticket Seat Belt Enforcement Mobilization.
- The computer in one of the police cars is having issues, which is a quick fix. The computer is unable to connect to the internet when it is away from the station.
- The Civil Service process is moving along. Both applicants have taken their exams. All the exams have come back except for the medical. If that is received before the next Council meeting then the applicants will be asked to come before Council to be formally hired.
- The Meadowview pump needs more work than what was originally stated. There is a quote to either rebuild the pump motor or to replace the pump motor with a new one.

**Council Member Westcott made a motion seconded by Council Member Wheeler to direct the Borough Manager, Charles Kellar to proceed with the replacement of a new motor for the Meadowview Lift Station. Council Vice President Baird stated that this was a non-agenda item and asked for public comments. Motion Carried unanimously.**

- Council was informed that the approach they are taking on not advertising committee meetings is not in the best interest of Council because there are a lot of ramifications that can occur from not complying with the sunshine law. Charles Kellar stated to Council that as Chief of Police he cannot sit by and allow the law to

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be broken. He strongly recommended to Council to reconsider their vote from the last meeting.

**Council Member Bucher made a motion seconded by Council Member Bateman to comply with the Sunshine Law and advertise all Committee Meetings.** Council Vice President Baird stated that this was a non-agenda item and asked for public comments. **Motion carried unanimously.**

**Director of Public Works**

Director of Public Works, Tim Topper informed Council that his report was turned in earlier to Council and asked if there were any questions.

**Code Enforcement Office**

Code Enforcement Officer, Bryan Westfall informed Council that there are a lot of grass violations which he is working on getting resolved.

**Borough Solicitor**

Solicitor Todd King informed Council that he had some items for executive session.

**Borough Engineer**

Borough Engineer, Josh Fox informed Council of the following:

**Contract 11-1 – Water System Improvements**

- The final inspection was held on May 3, 2012 and all outstanding items have been completed with the exception of the O&M Manuals and Record Drawings.

**Contract 11-4 – Lumber Street Utility & Roadway Improvements**

- Work continues on site that generally includes installation of sanitary sewer laterals and installation of water mains.

**Wastewater Treatment Plant Upgrade**

- Final design is in the process of being completed and two (2) copies of the final design documents will be delivered to the Borough on May 15, 2012.

**Borough Consultant**

Borough Consultant, Jim Schumacher was not in attendance this evening but an email was received by him indicating that he had nothing to report.

**REPORTS OF BOARD**  
**COMMITTEES AND COMMISSIONS**

**PLANNING COMMISSION**

***NPDES PERMIT RENEWAL***

**Council Member Bateman made a motion seconded by Council Member Bucher to approve the recommendation from the Planning Commission to renew the NPDES permit for Hanover Land Services conditioned on compliance with Adams County Conservation District recommendations. Motion carried unanimously.**

***HRG WASTEWATER TREATMENT PLANT***

**Council Member Bateman made a motion seconded by Council Member Bucher to approve the recommendation from the Planning Commission to approve the subdivision plan to consolidate 2 lots in to one for the proposed wastewater treatment plant conditioned upon completion of the work by the Borough Solicitor. Council Vice**

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President Baird stated that this was a non-agenda item and asked for public comments or questions. **Motion carried unanimously.**

**PUBLIC COMMENTS**

Mr. Emmitt Patterson, owner of McDonalds informed Council that he owns the property in-between McDonalds and Royal Farms and he is concerned with the development of Royal Farms because his property will need to be brought down to grade and there will be a huge amount of dirt between the two properties. Mr. Patterson feels that this should be addressed by the Planning Commission and by the Borough. Mr. Patterson also stated that Royal Farms, in order to avoid having a huge mound of dirt, should have to bring their property down to grade.

**RECESS**

Council Vice President Baird recessed the meeting of the Littlestown Borough Council at 8:10pm for an executive session to discuss personnel and potential litigation.

**RECONVENE**

The meeting of the Littlestown Borough Council was reconvened at 9:00 pm and the public was invited back in.

**ADJOURN**

Council Vice President Baird adjourned the meeting of the Littlestown Borough Council at 9:00pm.

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**Sandy Conrad**  
**Secretary/Treasurer**

**(SEAL)**