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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ JUNE 26, 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 Bateman presiding.

ATTENDANCE

Council Members Present:

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

Council Members Excused:

Council President Ron Baird

Borough Authority Member Present:

Authority Member Chair David Westcott
Authority Sec/Treas. Marilyn Zanger
Authority Member Pam Snyder

Borough Authority Members Excused:

Authority Chair Karen Louey
Authority Member Rick Adams

Additional Borough Representation:

Borough Solicitor, Todd King
Secretary/Treasurer Sandy Conrad
Chief of Police/Borough Manager, Charles Kellar
Borough Engineer, Josh Fox

Others in Attendance:

Jess Haines, Gettysburg Times
Nicole Farace
Diane Kagarise
Harry McKean
Bryan Westfall
Richard Messinger
Joyce Weatherly
Terry Moser
Craig Paskoski, Evening Sun
Fred Miller

APPROVAL OF MINUTES

***JUNE 7, 2012 SPECIAL MEETING
MINUTES***

A motion was made and seconded to waive the reading of the June 7, 2012 minutes and approve with the following corrections:

- **Add “Bob Campbell” under “Additional Borough Representation”**

Motion adopted.

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***JUNE 12, 2012 SPECIAL MEETING
MINUTES***

A motion was made and seconded to waive the reading of the June 12, 2012 minutes and approve with the following corrections:

- Page 904, Remove “Sharpless” from the “Call to Order” and replace it with “Baird”
- Page 905, under “Purchase a Nacho Cheese Machine” Remove “Council Vice President Baird” and replace it with “Council Vice President Bateman”
- Page 907, under “Borough Engineer, (Contract 11-1 – Water System Improvements)” Remove “\$89,743.29” and replace it with “\$889,743.29”

Motion adopted.

**APPROVAL AND
PAYMENT OF BILLS**

A motion was made and seconded to approve the accounts payable for the General, Pool, Water and Sewer Funds from June 7, 2012 through June 19, 2012 in the amount of \$55,699.52. Motion adopted.

A motion was made and seconded to approve the payroll from June 7, 2012 through June 19, 2012 in the amount of \$48,155.29. Motion adopted.

A motion was made and seconded to approve the revenue and expenditure report for the month ending May 31, 2012.

NEW BUSINESS

***ACCEPT BOROUGH CONSULTANT
JIM SCHUMACHER'S RESIGNATION***

A motion was made and seconded to accept the resignation from Borough Consultant, Jim Schumacher effective July 14, 2012. Motion adopted.

RECESS

Council Vice President Bateman recessed the meeting of Council at 7:20pm for the meeting of the Borough Authority.

BOROUGH AUTHORITY

The meeting of the Littlestown Borough Authority was call to order at 7:20pm with Authority Vice-Chair, David Westcott presiding.

***CONTRACT 11-4 PAYMENT NO. 5
FAYETTESVILLE CONTRACTORS***

A motion was made and seconded to approve Payment No. 5 to Fayetteville Contractors for Contract 11-4 in the amount of \$113,026.11. Motion adopted.

ADJOURN

A motion was made and seconded to adjourn the meeting of the Littlestown Borough Authority. Motion adopted.

The meeting of the Littlestown Borough Authority was adjourned at 7:22pm.

RECONVENE

Council Vice President Bateman reconvened the meeting of the Littlestown Borough Council at 7:22pm.

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NEW BUSINESS (Cont'd)

PARK GRANT – C2P2

A motion was made and seconded to ratify the Borough Managers decision regarding the Parks Grant with the Boroughs cash contribution not to exceed \$38,726.50. Motion adopted.

***CONTRACT 11-4 PAYMENT NO. 5
FAYETTESVILLE CONTRACTORS***

A motion was made and seconded to approve Payment No. 5 to Fayetteville Contractors for Contract 11-4 in the amount of \$113,026.11. Motion adopted.

REPORTS

Mayor

Mayor, James Eline, Sr. stated that he turned in \$470.00 in fines.

Chief of Police/Manager

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

- There were 152 complaints
- The Borough will be receiving about \$85,000.00 in equipment from the County for the new radio system.
- The County is also looking at a CAD system. This will give the Police to run anything on the Computers.
- Bryan and the Chief went to court regarding a resident and he was found guilty on all charges. His property will need to be cleaned up by a specific date.
- The Borough is now able to clean up the properties such as mowing lawns and we will be able to attach that charge to the cost of the citations.
- There was a special Planning Commission meeting scheduled for July 2, 2012 for Royal Farms. The County and HRG submitted their questions and concerns. According to Casey Deller they have all been addressed.
- 2013 Budget forms have been sent out to all department heads.
- Meadowview Lift Station, a new impeller was ordered and should be here shortly.
- The Bittle Family would like to put up a banner to advertise information regarding Myrtle Louise Stonesifer-King.

***MYRTLE LOUISE STONESIFER-KING
BANNER***

A motion was made and seconded to approve hanging a banner to advertise information regarding Myrtle Louise Stonesifer-King contingent upon the approval of the Borough Manager and Tim Topper. Council Vice President Bateman stated that this was non-agenda item and asked for public comment. Motion adopted.

WWTP – PENN VEST VS. BONDS

A motion was made and seconded to move forward with the Penn Vest option for the financing of the WWTP upgrade project. Motion adopted.

Director of Public Works

Borough Secretary Conrad stated that Mr. Topper was on vacation and no report had been submitted.

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.

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Borough Solicitor

Solicitor Todd King informed Council that the School Board has denied signing the Quit Claim Deed. The solicitor is suggesting that the Council move forward with just the strip of land that was deeded over by a quit claim deed by Inland Paper.

PROPLANT AVENUE

A motion was made and seconded to direct the Borough Engineer, Josh Fox to move forward with the plans for Proplant Avenue. Motion adopted.

Borough Engineer

Borough Engineer, Josh Fox informed Council of the following:

Contract 11-1 – Water System Improvements

- Final documents have been prepared and issued to PSI Pumping Solutions, Inc. and the Littlestown Borough Authority.

Contract 11-4 – Lumber Street Utility & Roadway Improvements

- Work continues on site that generally includes the installation of water services and the replacement of sidewalk and curbing.

Wastewater Treatment Plant Upgrade

- The Post-Construction NPDES Stormwater Permit, NPDES Permit Renewal, and Water Quality Management Part II Permit have been received and will be incorporated into the Construction Contract. The approval of the Land Development Plan and Building Permits are still pending at this time.

REPORTS OF BOARD
COMMITTEES AND COMMISSIONS

RECREATION BOARD

HIRE CAREN EVANS - CONCESSION

Motion was made and seconded to approve the recommendation from the Recreation Board to hire Caren Evans as an on-call employee for the Concession Stand with an hourly rate of \$7.25/hr. Motion adopted.

BITTLE BROTHERS REQUEST FOR MYRTLE LOUIS STONESIFER-KING

Motion was made and seconded to approve the recommendation from the Recreation Board to allow the Bittle Brothers and the Myrtle Louis Stonesifer-King Living Legacy Guild the usage of the Community Pool to set up a table to promote their upcoming play on July 7, 2012, July 14, 2012 and July 21, 2012 between the hours of noon and 3pm and to display a laminated 24 x 36" poster at the Community Pool. Motion adopted.

**Request from Hoffman Homes
Twenty Free Pool Passes**

Motion was made and seconded to approve the recommendation from the Recreation Board to deny the request from the Hoffman Homes to receive twenty free pool passes. Council Vice President Bateman stated that this was non-agenda item and asked for public comments. Motion adopted.

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***ALLOW COAST GUARD APPROVED
LIFE VEST IN THE SHALLOW END
OF THE MAIN POOL***

Motion was made and seconded to approve the recommendation from the Recreation Board to allow Coast Guard approved life vests in the shallow end of the main pool only. Council Vice President Bateman stated that this was a non-agenda item and asked for public comments. **Motion adopted.**

PUBLIC COMMENTS

Ms. Nicole Farace asked if the resident's water and sewer quarterly charges would decrease if the Borough's cost regarding the financing for the WWTP goes down. Council Member Westcott stated that there is a chance that it could however at this time the question is hard to answer because we don't know the exact cost until the bids come in. Council certainly will have that option and it is Council's goal to make sure that the rates stay as low as possible.

ADJOURN

A motion was made and seconded to adjourn the meeting of the Littlestown Borough Council. Motion adopted.

The meeting was adjourned at 8:50pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)