

921

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ AUGUST 28, 2012

CALL TO ORDER

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

ATTENDANCE

Council Members Present:

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

Borough Authority Member Present:

Authority Chair Karen Louey
Authority Member Chair David Westcott
Authority Sec/Treas. Marilyn Zanger

Borough Authority Members Excused:

Authority Member Pam Snyder

Additional Borough Representation:

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

Additional Borough Representation Excused:

Director of Public Works, Tim Topper

Others in Attendance:

Harry McKean
Steve Laughman
Scott Small
Richard Messinger
Terry Moser
Joyce Weatherly
Fred Miller
Bryan Westfall
Jess Haines, Gettysburg Times
Ray Williams

MINUTES

***AUGUST 14, 2012 MEETING
MINUTES***

A motion was made by Council Vice President Bateman and seconded to waive the reading of the August 14, 2012 minutes and approve as written. Motion adopted.

922

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ AUGUST 28, 2012

**APPROVAL AND
PAYMENT OF BILLS**

ACCOUNTS PAYABLE

A motion was made by Council Vice President Bateman and seconded to approve the accounts payable for the General, Pool, Water and Sewer Funds from August 8, 2012 through August 23, 2012 in the amount of \$68,926.48. Motion adopted.

PAYROLL

A motion was made by Council Vice President Bateman and seconded to approve the payroll from August 8, 2012 through August 23, 2012 in the amount of \$47,112.11. Motion adopted.

***REVENUE & EXPENDITURE
REPORT***

A motion was made by Council Vice President Bateman and seconded to approve the Revenue and Expenditure Report for the month of July. Motion adopted.

NEW BUSINESS

NON-UNIFORM MMO

A motion was made by Council Vice President Bateman and seconded to approve the 2013 Non-Uniform MMO in the amount of \$27,073.00. Motion adopted.

POLICE MMO

A motion was made by Council Vice President Bateman and seconded to approve the 2013 Police MMO in the amount of \$70,664.00. Motion adopted.

***REQUEST FROM MARY BOWERS
TO WAIVE WATER/SEWER PENALTY***

A motion was made by Council Member Wheeler and seconded to deny the request from Mary Bowers to waive a penalty in the amount of \$17.00 from the July water/sewer bill. Council did discuss making a policy with some guidelines regarding waiving late fees in the future. Motion adopted with Council Member Bucher casting the opposing vote.

REPORTS

Mayor

Mayor James Eline, Sr., turned over \$2,771.50 in fines to the Borough Clerk and he also thanked everyone for their hard work in making the Good Old Days a success this year.

Chief of Police/Manager

Chief of Police/Borough Manager, Charles Kellar informed Council of the following:

- The two new officers are out on their own with supervision and they are doing well.
- For budget purposes police cars are being looked at. The unmarked car is in need of being replaced.
- The draft budget is in the process of being completed and the first draft should be ready in a couple weeks to be presented to the Finance Committee.
- The Union Police Contract Committee will need to meet to discuss the current police contract.
- The Teamsters were contacted and they agreed to a 60 extension. Attorney Lavery will be filing the extension with the Teamsters.

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ AUGUST 28, 2012

- A job conference meeting took place to discuss the issues on Lumber Street. The Streets and Transportation Committee has set up a meeting for September 6th for the Lumber Street residents to discuss the direction of traffic on Lumber Street.
- The Pennvest Application was filed and there is a two week window where corrections can be made.
- Looking into buying from another company called Bortek which could possibly save the Borough up to 40% on supplies.
- The apartments on Charles Street have been cleaned up however the unoccupied apartment has been condemned. There is a current lien on the property for the past due water and sewer bills.
- The new Assistant Borough Clerk will start on September 10, 2012.
- The Borough Code update was attended by Bryan, Sandy and Chuck. New Borough Codes will be ordered and the next project for Council should be to take a look at our current code to make sure it complies with all the changes in the new borough code.

Code Enforcement Officer

Code Officer Westfall informed Council that he has been busy cleaning up the town. As Chief Kellar stated earlier the apartments on Charles Street have been cleaned.

Borough Solicitor

Solicitor King informed Council that a letter regarding the Crossing Guard issue has been sent to the School District. There is a dispute over the date of the agreement. The district provided a copy of the agreement to Solicitor King that was dated September 19, 2000 and it contained the signature of the current Secretary, Sandy Conrad, however Ms. Conrad was not employed by the borough until November of 2001. Neither party at this time is able to locate a signed copy of the original agreement but Council minutes and documentation sent by the School District to the Borough Council reflect the date of the agreement as November 13, 2000.

**REPORTS OF BOARD
COMMITTEES AND COMMISSIONS**

RECREATION BOARD

***REQUEST FROM MIKE AND GINA
GREENE TO REFUND THEIR POOL
MEMBERSHIP***

Motion was made by Council Member Westcott and seconded to approve the recommendation from the Recreation Board to not refund Mike and Gina Greene's Community Pool Family Membership based on that the policy and the pool ticket states that there are to be no refunds. Motion adopted.

***REQUEST FROM MARY HARDMAN
TO REFUND FOR SWIM LESSONS***

Motion was made by Council Member Westcott and seconded to approve the recommendation from the Recreation Board to not refund Mary Hardman any reimbursements for swim lessons since the application for lessons states that there are to be no refunds. Motion adopted.

RECESS

Council President Baird recessed the meeting of Council at 7:34pm for the meeting of the Borough Authority.

924

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ AUGUST 28, 2012

BOROUGH AUTHORITY

The meeting of the Littlestown Borough Authority was call to order at 7:34pm with Authority Chair, Karen Louey presiding.

PAYMENT NO. 7
FAYETTEVILLE CONTRACTORS

A motion was made by Authority Member Westcott and seconded to approve Application for Payment # 7 to Fayetteville Contractors for Contract 11-4 in the amount of \$108,070.40. Motion adopted.

ADJOURN

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

The meeting of the Littlestown Borough Authority was adjourned at 7:35pm.

RECONVENE

Council President Baird reconvened the meeting of the Littlestown Borough Council at 7:35pm.

NEW BUSINESS (Cont'd)

PAYMENT NO. 7
FAYETTEVILLE CONTRACTORS

A motion was made by Council Vice President Bateman and seconded to approve Application for Payment # 7 to Fayetteville Contractors for Contract 11-4 in the amount of \$108,070.40. Motion adopted.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council at 7:44pm for an executive session to discuss personnel and potential litigation.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 8:00 pm and the public was invited back in.

ADJOURN

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

The meeting was adjourned at 8:01pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)