

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ NOVEMBER 27, 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 Charlene Westcott
 Council Member Betty Bucher
 Council Member Joyce Weatherly
 Council Member Dave Wheeler

Members Excused:

Mayor James Eline, Sr.

Additional Borough Representation:

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

Others in Attendance:

Richard Messinger
 Andrew Robinson, Gettysburg Times
 Terry Moser
 David Westcott
 Fred Miller
 Craig Paskoski, Evening Sun

MINUTES***NOVEMBER 13, 2012 MEETING
MINUTES***

A motion was made by Council Vice President Bateman and seconded to waive the reading of the November 13, 2012 minutes and approve as written. Motion adopted.

**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 November 8, 2012 through November 19, 2012 in the amount of \$504,531.30. Motion adopted.

PAYROLL

A motion was made by Council Vice President Bateman and seconded to approve the payroll from November 8, 2012 through November 19, 2012 in the amount of \$38,841.01. Motion adopted.

REVENUE AND EXPENDITURE

A motion was made by Council Vice President Bateman and seconded to approve the Revenue and Expenditure report for October. Motion adopted.

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NEW BUSINESS

LITTLESTOWN VFW

The Littlestown VFW presented a check to Council in the amount of \$30,000.00 for a warning siren for Littlestown.

***REDUCE WATER/SEWER BILL
SHAWN HARRIET***

A motion was made by Council Member Wheeler and seconded to deny the request from Shawn Harriet asking for a reduction in the water/sewer bill. Motion adopted.

***ORDINANCE – CHAPTER 68
CROSSING GUARDS***

A motion was made by Council Vice President Bateman to adopt an Ordinance Amending and Supplementing Chapter 68 of the Littlestown Borough Code, by allowing the Board of School Directors of the Littlestown Area District to assume hiring and oversight of School Crossing Guards. Motion adopted.

***5K AND FUN RUN - FOOTBALL
BOOSTER CLUB***

A motion was made by Council Vice President Bateman and seconded to approve a 5K and Fun Run as a fundraiser for the Football Booster Club contingent upon no other events taking place in the same area of the run and a copy of insurance being received. Motion adopted.

RECESS

Council President Baird recessed the meeting of Council at 7:15pm for the meeting of the Borough Authority.

BOROUGH AUTHORITY

The meeting of the Littlestown Borough Authority was call to order at 7:15pm with Authority Chair, Karen Louey presiding.

NOTICE OF AWARD

A motion was made by Authority Member Westcott and seconded to authorize the Borough Engineer, Josh Fox to award the Notice of Award to TAH Construction, Inc., Lancaster PA in the amount of \$5,578,680.00 as the General Contractor for Contract 12-1; Swam Electric Co., Hanover PA in the amount of \$1,165,110.00 for Contract 12-2 and Davidson H.C. Co. Inc., Hanover PA in the amount of \$207,938.00 for Contract 12-3. Motion adopted.

NOTICE TO PROCEED

A motion was made by Authority Member Westcott and seconded to authorize HRG to issue the notice to proceed for contract 12-1, 12-2, and 12-3 with a notice to proceed date of November 29, 2012. Motion adopted.

ADJOURN

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

The meeting of the Littlestown Borough Authority was adjourned at 7:18pm.

RECONVENE

Council President Baird reconvened the meeting of the Littlestown Borough Council at 7:18pm.

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NEW BUSINESS *(Cont'd)*

NOTICE OF AWARD

A motion was made by Council Vice President Bateman and seconded to authorize the Borough Engineer, Josh Fox to award the Notice of Award to TAH Construction, Inc., Lancaster PA in the amount of \$5,578,680.00 as the General Contractor for Contract 12-1; Swam Electric Co., Hanover PA in the amount of \$1,165,110.00 for Contract 12-2 and Davidson H.C. Co. Inc., Hanover PA in the amount of \$207,938.00 for Contract 12-3. Motion adopted.

NOTICE TO PROCEED

A motion was made by Council Vice President Bateman and seconded to authorize HRG to issue the notice to proceed for contract 12-1, 12-2, and 12-3 with a notice to proceed date of November 29, 2012. Motion adopted.

LITTLESTOWN AREA HISTORICAL SOCIETY 2013 EVENTS

A motion was made by Council Vice President Bateman and seconded to approve the five bullet points on the email dated November 11, 2012 from the Littlestown Historical Society, which list events for 2013.

AMENDMENT TO THE MOTION

A motion was made by Council Vice President Bateman and seconded to amend the motion to delete the last bullet point regarding Christmas on the Square. Motion adopted.

ORIGINAL MOTION WITH AMENDMENT

A motion was made by Council Member Westcott and seconded to approve the first four bullet points on the email dated November 11, 2012 from the Littlestown Historical Society, which list events for 2013. Motion adopted.

RESIGNATION OF SCOTT SMALL

A motion was made by Council Member Westcott and seconded. Motion adopted.

JAMES AVENUE

A motion was made by Council Member Westcott and seconded to authorize the Solicitor to proceed with an Ordinance to narrow James Avenue to a 40' right-of-way. Motion adopted.

REPORTS

Mayor

Mayor James Eline, Sr., turned over \$210.00 in fines to the Borough Clerk.

Chief of Police/Manager

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

- The Police Department received a \$2,000 grant from Buckle Up PA. The program will run through the Holidays;
- The \$8.5 million Pennvest loan was formally accepted. The letter of no prejudice was received. The next step is to start the procedure of closing the loan with Pennvest;
- Worked with HRG to discuss putting a proposal together for a rate increase. HRG has provided a proposal for Council to review.

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Director of Public Works

Tim Topper reported that there were some minor issues due to Hurricane Sandy but it was nothing to be concerned with. It was noted that there was not funding for Adams County since we were not hit as hard as other Counties. Also the public works crew has been filling in for Crossing Guards due to illness and vacations.

Code Enforcement Officer

Code Officer Westfall informed Council that he has been busy cleaning up the town and assisting the public works department.

Borough Engineer

Borough Engineer, Josh Fox updated Council of the following:

Contract 11-4 Lumber Street Utility & Roadway Improvements

All work identified in the list of items to be completed or corrected was completed with the exception of the Technical Infeasibility Forms for the ADA sidewalk ramps that are required by PennDOT.

The liquidated damages for substantial completion is \$15,580.00 and the current amount of liquidated damages for final completion is \$15,580.00.

Wastewater Treatment Plant Upgrade

The solicitation for disadvantaged business enterprises as required by Pennvest were reviewed for TAH, Davidson and Swam's.

**REPORTS OF BOARDS
COMMITTEES AND COMMISSIONS**

PLANNING COMMISSION

2 EAST KING STREET BUSINESS

A motion was made by Council Vice President Bateman and seconded to deny the recommendation from the Planning Commission to approve a permit being issued to Adams County Gold, Silver and Coin Exchange for retail business at 2 East King Street and that action be initiated immediately by the Borough to have the illegal apartment at the rear of the retail space vacant. Motion adopted.

RECREATION BOARD

***ADVERTISE FOR 2013 POOL
SEASON, HIRE MANAGERS FOR
POOL, CONCESSION AND SUMMER
REC***

A motion was made by Council Vice President Bateman and seconded to approve the recommendation from the Recreation Board to advertise in December for 2013 pool, summer recreation and concession stand employee's; to hire Janelle Kagarise for concession stand manager for the 2013 season; to hire Louise Luckinich for pool manager for the 2013 season and to hire Devin Heller for summer recreation manager for the 2013 season. *Council President Baird stated that this was a non-agenda item and asked for public comments.* Council Member Westcott reminded members of council that it was discussed at a previous meeting that Council would look at different options with the pool to see what could or needed to be done to ensure that the pool would be self-sufficient because the pool lost around \$21,000.00 this year. Mr. Terry Moser also reminded Council that they

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promised to look into why the pool was losing money at a previous meeting. **Motion denied 0-6 with the entire Council casting the opposing votes.**

**ADVERTISE FOR 2013 POOL
SEASON, HIRE SUMMER REC
MANAGER**

A motion was made by Council Vice President Bateman and seconded to approve the recommendation from the Recreation Board to advertise in December for 2013 pool, summer recreation and concession stand employees and to hire Devin Heller for summer recreation manager for the 2013 season. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

UNION/POLICE CONTRACT

Committee Chair Wheeler stated that the Committee met with the Shop Stuart of the Police and their representation from the teamsters union to discuss and go over their contract demands.

FIRE PREVENTION

Committee Chair Baird stated that the Committee met with representatives from the Alpha Fire Company to discuss options regarding donations and what the Fire Company needs will be in the future. The study that was being performed by the Council of Governments regarding Fire Companies was also discussed.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council at 8:33pm for an executive session to discuss personnel and potential litigation.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 9:13pm and the public was invited back in.

ADJOURN

With no further business Council President Baird adjourned the meeting.

The meeting was adjourned at 9:14pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)