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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ MARCH 12, 2013

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:

Mayor, James Eline, Sr.
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

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, Todd King

Borough Authority Present:

Chair, Karen Louey
Vice Chair, David Westcott
Member, Terry Moser
Member, Pam Snyder

Borough Authority Excused:

Secretary, Marilyn Zanger

Others in Attendance:

Andrew Robinson, Gettysburg Times
Richard Messinger
Fred Miller
Harry McKean
Bryan Westfall
Craig Paskoski, Evening Sun

MINUTES

***FEBRUARY 26, 2013 MEETING
MINUTES***

A motion was made by Council Vice President Bateman and seconded to waive the reading of the February 26, 2013 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 February 21, 2012 through March 6, 2013 in the amount of \$19,867.21. Motion adopted.

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PAYROLL

A motion was made by Council Vice President Bateman and seconded to approve the payroll from February 21, 2012 through March 6, 2013 in the amount of \$39,033.13. Motion adopted.

NEW BUSINESS**CCRC AMENDMENT**

Council did not take action on this item until it has been properly advertised as a public hearing and until the Planning Commission provides their comments and recommendation on the amendment.

**POLICE PENSION RESOLUTION
 ELIMINATION CONTRIBUTIONS FOR
 2012 AND 2013**

A motion was made by Council Vice President Bateman and seconded to adopt the resolutions to eliminate employee contributions to the Police Pension Plan for 2012 and 2013. Motion adopted.

**RATIFY THE BOROUGH MANAGERS
 DECISION REGARDING THE
 AMENDMENT TO THE PROFESSIONAL
 SERVICES AGREEMENT BETWEEN
 THE BOROUGH, STOVER CLARK
 AND JOHN KENNEDY**

A motion was made by Council Member Westcott and seconded to to ratify the Borough Managers decision regarding Amendment #1 to the Professional Services Agreement between the Borough of Littlestown, Stover Clark and John Kennedy, to add a do not exceed clause in the amount of \$27,000.00 for each consultant. Council President Baird stated that this was a non-agenda item and asked for public comment. Motion adopted.

REPORTS**Mayor**

The Mayor reported that he has received a lot of complaints regarding individuals who do not clean up after their pets. The Mayor stressed that in the ordinance there is a \$300 fine or 90 days jail time for breaking this ordinance. He informed the public that this ordinance will be enforced in a stricter manner.

BOROUGH AUTHORITY

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

CHAPTER 94 REPORT

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve the Chapter 94 report as prepared and written by HRG. Motion adopted.

Borough Authority Chair Louey recommended to Council President Baird that the Water/Sewer Adhoc Committee that was formed to track the progress of the water/sewer projects should start meeting with the Engineer to give input and be kept up to date with the progress of the project. The committee is made up of I & I committee members and Borough Authority members.

ADJOURN

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

The meeting was adjourned at 7:18pm.

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RECONVENE

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

NEW BUSINESS *(Cont'd)*

CHAPTER 94 REPORT

A motion was made by Council Vice President Bateman and seconded to approve the Chapter 94 report as prepared and written by HRG. Motion adopted.

REPORTS *(Cont'd)*

Chief of Police

Chief Kellar reported that everything was going well. The drunk-fest that was to occur at Hunters Inn did not go very well. The event was not able to be stopped so the attorney of the current owner which is ACNB was notified and informed that they would be held liable for incidents that occur as a result of the event. ACNB will look into expediting the closure of the bar.

Borough Manager

Borough Manager Kellar updated Council on the following items:

- The Borough Crew did an excellent job on handling the snow;
- The Borough Consultants will look into CFA funding to see if we qualify. This funding is 75% grant and 25% will be the Borough's. If we qualify we may be able to de-obligate some of the Pennvest loan. This funding can also be used for Maple/Glenwyn Avenue;
- Everything for the Pennvest closing has been taken care of and the closing date will be Thursday March 21st;
- The Rotary Club received a grant for the picnic tables for back at the pool. The Rotary Club has a \$1000 match to the grant which last year the Council approved to pay \$500 of that, which those funds will come from the donation received by Mt. Joy Township. The money that will be saved on the picnic tables will be allocated towards staining and sealing the pavilions;
- The agreement from Hammerguard will be presented to Council for their review and approval at their March 26th meeting.
- A write up was prepared for the crier regarding the pool. This write up included the new programs that are to be put in place, the new rates, ect...;

Director of Public Works

Tim Topper reported that the crew has been doing some inflow and infiltration. In the month of February they looked at over 4438 feet of sewer lines with the camera and in March they looked at over 2,000 feet. They also did some jetting to the sewer lines that were in need of cleaning. This is a big part of the chapter 94 report.

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Borough Engineer

Waste Water Treatment Plant Upgrade:

Job Conference No. 2 was held on February 18, 2013 at the Borough Office. Work continues on-site with selective demolition, excavation of the Aerobic Digester, and set-up of the Contractor and Engineer's field offices.

Lumber Street Phase II Improvements:

HRG will be providing the easement exhibits to the Borough's Solicitor for his use in preparing the Easement Agreements no later than March 8, 2013.

Borough Solicitor

**JOHNSON PROPERTY
CHARLES STREET**

The daughter of the deceased was contacted to discuss the matter of cleaning up her father's house that burned down on Charles Street. The problem at hand is tracking down the bank that holds the mortgage. The daughter believed that the mortgage was transferred to PNC Bank however after speaking with the bank that was not the case. She is unable to determine who her father made payments to because any paperwork he had was destroyed in the fire and she refuses to open an estate.

The Borough can post the property and give notice in the newspaper stating that this property is a nuisance and if it is not corrected the Borough will proceed with clean up. The notice will be given for a period of time to allow the mortgage holder to respond. If they do not respond then the Borough will proceed with clean up and file a lien on the property. The Borough will then foreclose on the property. Again a notice will be placed in the paper to give adequate notice to allow the mortgage company to respond. If there is no response then the property will be listed for Sheriff Sale at which time it would be sold for all the costs associated with the clean-up plus one dollar. At this time the mortgage would be divested by the Sheriff Sale. If no purchases the property then the Borough would take ownership.

Further research will be done to see if the mortgage company can be found before the above approach is taken.

REPORTS OF BOARDS

**Planning Commission
FEBRUARY 14, 2013 MINUTES**

There was no action to be taken.

REPORTS OF COMMITTEES

COUNCIL OF GOVERNMENT

Council Member Wheeler presented Council with an opportunity to be part of Collective Municipal Waste Contract Bidding. This process would include multiple municipalities receiving bids for trash service for their residents. The low bidder would be the trash collector for such municipalities and an ordinance would be passed to prevent any other trash collectors from picking up trash in the municipality. This is only for residential. Commercial properties would still be able to choose their trash collector.

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This was for informational purposes only at this time for Council. Council will review and gather more facts before acting on this.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council at 8:14pm for an executive session to discuss personnel and potential litigation.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 9:34pm and the public was invited back in.

ADJOURN

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

The meeting of the Littlestown Borough Council was adjourned at 9:35pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)