

1002

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ MAY 14, 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, Dave Wheeler
Council Member Betty Bucher
Council Member, Joyce Weatherly

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

Others in Attendance:

Richard Messinger
Steve Smith
Terry Moser
Tim Fuhrman
Jesse Reinhart
Harry McKean
Dave Westcott
Fred Miller

MINUTES

***APRIL 23, 2013 MEETING
MINUTES***

A motion was made by Council Vice-President Bateman and seconded to waive the reading of the April 23, 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 April 18, 2013 through May 8, 2013 in the amount of \$155,148.66. Motion adopted.

PAYROLL

A motion was made by Council Vice-President Bateman and seconded to approve the payroll from April 18, 2013 through May 8, 2013 in the amount of \$57,169.05. Motion adopted.

NEW BUSINESS

RESOLUTION - SENATE BILL 65

A motion was made by Council Member Westcott and seconded to

1003

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ MAY 14, 2013

REFERENDUMS

approve a Resolution supporting Senate Bill 64 regarding Referendums. Motion adopted.

**RESOLUTION - HOUSE BILL 290
REFERENDUMS**

A motion was made by Council Vice President Bateman and seconded to approve a Resolution supporting House Bill 290 regarding Small Games of Change. Motion adopted.

RE-APPROVAL OF LEGUTKO PLANS

A motion was made by Council Vice President Bateman and seconded to re-approve the Legutko Subdivision plans. Motion adopted.

**INDUSTRIAL DEVELOPMENT GROUP
TERMINATION**

A motion was made by Council Vice President Bateman and seconded to approve the Certificate Requesting Termination of Existence for the Industrial Development Group. Motion adopted.

EMPLOYEE HANDBOOK – REVISED

A motion was made by Council Member Westcott and seconded to approve the revised employee handbook as written. Motion adopted.

WATER/SEWER RATE STUDY

HRG brought forth the water/sewer rate study to Council. The study included two options for both water and sewer. One option was to raise the rates in 2013 and then again in 2015. The other option was to do a one-time increase. Council asked for more time to review their options before making a decision. HRG recommended that a decision be made at their May 28th meeting because the new rates would take effect on the October 2013 billing which will consist of water used from mid June 2013 to mid September 2013.

ROADS TO FREEDOM

The Roads to Freedom is where kids do a treasure hunt throughout different parts of Adams County. The kids will have to follow the clues to find the treasure. As they are searching for the treasures the kids will also learn something about the borough/town that they are in. Council agreed to participate in the program.

UNFINISHED BUSINESS

PINE CREEK STRUCTURES

A motion was made by Council Vice-President Bateman and seconded to approve Pine Creek Structures to apply and obtain the appropriate permits for a business contingent upon meeting the requirements stipulated on HRG's letter dated May 14, 2013. Motion adopted 5-1 with Council President Baird casting the opposing vote.

ORDINANCE - SALDO

A motion was made by Council Vice-President Bateman and seconded to direct the Borough Solicitor to review and advertise an Ordinance amending the Subdivision and Land Development Ordinance. Motion adopted.

**MARK AUSTIN – CONDITIONAL USE
HEARING DECISION**

A motion was made by Council Member Bucher and seconded to approve the Conditional Use Decision prepared by the Borough Solicitor as written. Motion adopted.

NON-AGENDA ITEMS

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ MAY 14, 2013

1004

FCI – FINAL CHANGE ORDER

A motion was made by Council Member Westcott and seconded to approve the final change order of a debt decrease in the amount of \$102,102.80. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

FCI – FINAL PAYMENT AND LIST OF UNSETTLED CLAIMS

A motion was made by Council Member Westcott and seconded to approve the final application for payment, payment no. 9 to FCI for contract 11-4 in the amount of \$146,536.78 and to agree to sign the list of unsettled claims for the final payment. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council for an executive session to discussion potential litigation and personnel matters.

The meeting recessed at 8:50pm

RECONVENE

The meeting of the Littlestown Borough Council reconvened at 9:15pm with the following action:

HIRE ASHLEIGH SERRANO AS ASSISTANT PART-TIME CLERK

A motion was made by Council Vice President Bateman and seconded to approve the hiring of Ashleigh Serrano as the Assistant Part-Time Clerk at \$10.00/hr with a 50 cent increase after probation. Motion adopted.

ADJOURN

Council President Baird adjourned the meeting of the Littlestown Borough Council at 9:17pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)