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

Borough Authority Members Present:

Authority Chair, Karen Louey
Authority Vice-Chair, David Westcott
Authority Member, Terry Moser

Borough Authority Members Excused:

Authority Secretary, Marilyn Zanger
Authority Member, Pam Snyder

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:

Harry McKean
Ivan Lufalui
Fred Miller

MINUTES

***MAY 14, 2013 MEETING
MINUTES***

A motion was made by Council Vice-President Bateman and seconded to waive the reading of the May 14, 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 May 9, 2013 through May 23, 2013 in the amount of \$68,140.39. Motion adopted.

PAYROLL

A motion was made by Council Vice-President Bateman and seconded to approve the payroll from May 9, 2013 through May 23, 2013 in the amount of \$24,543.76. Motion adopted.

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REVENUE & EXPENDITURE REPORT A motion was made by Council Vice-President Bateman and seconded to approve the Revenue and Expenditure Report for April. Motion adopted.

NEW BUSINESS

42ND ANNUAL GOOD OLD DAYS A motion was made by Council Member Bucher and seconded to approve a request from the Littlestown Area Historical Society to hold the 42nd Annual Good Old Days Festival on August 15th, 16th and 17th, 2013 with the additional following request:

- To hold a parade on Thursday evening, August 15th with time and route similar to past years;
- To use the Borough parking lot at the square for the Municipal Band to entertain for the community on Thursday evening following the parade;
- To use the Borough parking lot at the square for entertainment on Friday evening at 7pm to be coordinated by the Bittle Brothers;
- To hold activities at Maple Avenue playground and Crouse Park on Saturday August 17th from 6am to 5pm, with preparation beginning on Friday August 16th;
- To block the roads to thru traffic around Crouse Park on Saturday August 17th from 6am to 5pm;
- To close Glenwyn Drive to traffic on Saturday August 17th from 7am to 4pm for the antique auto display;
- To have public rest rooms at Maple Avenue open on Thursday evening and all day Saturday;
- To have ramps and trash cans at Crouse Park;
- To place two new banners across main streets: One at East King Street near Park Avenue and the second across North Queens Street near the Library.

Motion adopted.

REPORTS

Monthly reports were received and given by the following:

- Mayor
- Chief of Police
- Manager
- Director of Public Works
- Borough Solicitor
- Borough Engineer

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RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council for the Borough Authority Meeting to be called to order at 7:15pm.

BOROUGH AUTHORITY

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

***APPLICATION FOR PAYMENT NO. 4
TO TAH CONSTRUCTION
CONTRACT 12-1***

A motion was made by Authority Member Westcott and seconded to approve the Application for Payment No. 4 to TAH Construction in the amount of \$308,458.80 for Contract 12-1. Motion adopted.

***APPLICATION FOR PAYMENT NO. 3
TO SWAMS ELECTRIC CO.,
CONTRACT 12-2***

A motion was made by Authority Member Westcott and seconded to approve the Application for Payment No. 3 to Swam Electric Co, in the amount of \$37,153.17 for Contract 12-2. Motion adopted.

***CHANGE ORDER NO. 1 FROM
TAH CONSTRUCTION
CONTRACT 12-1***

A motion was made by Authority Member Westcott and seconded to approve Change Order No. 1 from TAH Construction, in the credit amount of \$1,071.08 for Contract 12-1. 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 was adjourned at 7:18pm.

RECONVENE

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

NEW BUSINESS (Cont'd)

***APPLICATION FOR PAYMENT NO. 4
TO TAH CONSTRUCTION
CONTRACT 12-1***

A motion was made by Council Vice-President Bateman and seconded to approve the Application for Payment No. 4 to TAH Construction in the amount of \$308,458.80 for Contract 12-1. Motion adopted.

***APPLICATION FOR PAYMENT NO. 3
TO SWAM ELECTRIC CO.,
CONTRACT 12-2***

A motion was made by Council Vice-President Bateman and seconded to approve the Application for Payment No. 3 to Swam Electric Co, in the amount of \$37,153.17 for Contract 12-2. Motion adopted.

***CHANGE ORDER NO. 1 FROM
TAH CONSTRUCTION
CONTRACT 12-1***

A motion was made by Council Vice-President Bateman and seconded to approve Change Order No. 1 from TAH Construction, in the credit amount of \$1,071.08 for Contract 12-1. Motion adopted.

NON-AGENDA ITEMS

***PHASE II LUMBER STREET
ADVERTISE TO BID***

A motion was made by Council Vice-President Bateman and seconded to direct and authorize the Borough Engineer to advertise for bids the Phase II Lumber Street Project. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

UNFINISHED BUSINESS

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WATER/SEWER RATE INCREASE

A motion was made by Council Vice-President Bateman and seconded to raise the water rates per option B of the Water System Rate Study and to raise the sewer rates per option B of the Sewer System Rate Study which both were prepared by HRG.

Water Option B will raise the water rates as follows:

- New minimum charge up 750 cubic feet will be \$33.00 per quarter;
- New overage charge over 750 cubic feet will be \$0.080 per cubic feet per quarter

Sewer Option B will raise the sewer rates as follows:

- New minimum charge up to 750 cubic feet will be \$92.00 per quarter;
- New overage charge over 750 cubic feet will be \$0.095 per cubic feet per quarter

Motion adopted.

REPORTS OF BOARDS & COMMISSIONS

RECREATION BOARD – May 21, 2013 Meeting

**YMCA SWIMMING & 5K,
RESIGNATION OF GEORGE
SIMMONS, NO DISCOUNTS FOR
POOL DAILY ADMISSION**

A motion was made by Council Vice-President Bateman and seconded to approve the following recommendations from the Recreation Board:

- To allow the YMCA students to swim at the Community Pool from June 10th to August 19th on Monday, Wednesday and Fridays;
- To approve the YMCA's request for their Annual 5K to be held on August 17, 2013;
- To accept the resignation of George Simmons from Summer Rec;
- To deny the request from the Local Childcare Facility regarding a discounted rate for pool admission and to approve that no discounted rates for daily admission will be given.

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 7:48pm

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RECONVENE

The meeting of the Littlestown Borough Council reconvened at 7:56pm with the following action:

***FAYETTEVILLE CONTRACTORS
UNSETTLED CLAIMS***

A motion was made by Council Vice President Bateman and seconded to approve the signing of the Memorandum of Agreement Regarding Final Change Order and Final Application for Payment to Fayetteville Contractors, Inc. Motion adopted.

ADJOURN

Council President Baird adjourned the meeting of the Littlestown Borough Council at 7:58pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)