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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ JUNE 25, 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 Members Excused:

Council Member, Dave Wheeler

Borough Authority Members Present:

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

Borough Authority Members Excused:

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:

Paul Sharpless
Harry McKean
Richard Messinger
Fred Miller
Andrew Robinson, Gettysburg Times
Terry Moser

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council at 7:02pm for a Public Hearing to consider an Ordinance in reference to Chapter 61 of the Littlestown Borough Code.

PUBLIC HEARING

Borough Solicitor King opened the public Hearing at 7:02pm for the purpose of considering an ordinance amending and supplementing the Subdivision and Land Development Ordinance of the Littlestown Borough (Chapter 61 of the Littlestown Borough Code).

Public Comment was taken and the Public Hearing was adjourned at 7:12pm.

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RECONVENE

Council President Baird reconvened the meeting of the Littlestown Borough Council at 7:12pm.

LAND SUBDIVISION ORDINANCE

A motion was made by Council Member Vice-President Bateman and seconded to a adopt an Ordinance of the Borough of Littlestown amending and supplementing the Subdivision and Land Development Ordinance of the Littlestown Borough (Chapter 61 of the Littlestown Borough Code. Motion adopted.

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. 5
TO TAH CONSTRUCTION
CONTRACT 12-1***

A motion was made by Authority Member Westcott and seconded to approve the Application for Payment No. 5 to TAH Construction in the amount of \$101,034.00 for Contract 12-1. Motion adopted.

***APPLICATION FOR PAYMENT No. 4
TO SWAMS ELECTRIC CO.,
CONTRACT 12-2***

A motion was made by Authority Member Westcott and seconded to approve the Application for Payment No. 4 to Swam Electric Co, in the amount of \$78,171.30 for Contract 12-2. 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 7:17pm.

RECONVENE

The meeting of the Littlestown Borough Council reconvened at 7:17pm.

MINUTES

***MAY 25, 2013 MEETING
MINUTES***

A motion was made by Council Vice-President Bateman and seconded to waive the reading of the May 25, 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 24, 2013 through June 19, 2013 in the amount of \$105,220.96. Motion adopted.

PAYROLL

A motion was made by Council Vice-President Bateman and seconded to approve the payroll from May 24, 2013 through June 19, 2013 in the amount of \$84,900.75. 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 May. Motion adopted.**

NEW BUSINESS

APPLICATION FOR PAYMENT NO. 5 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 \$101,034.00 for Contract 12-1. Motion adopted.**

APPLICATION FOR PAYMENT NO. 4 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 \$78,171.30 for Contract 12-2. Motion adopted.**

PUBLIC HEARING

Borough Solicitor King opened the public Hearing at 7:20pm for the purpose of considering an ordinance amending chapter 70, Article V, Section 70-15 of the Littlestown Borough Code relating to Water Rates and Charges and to consider an ordinance amending Chapter 53, Section 53-3 (A) and (B) of the Littlestown Borough Code relating to Computation of Sewer Rates and Charges.

Public Comment was taken and the Public Hearing was adjourned at 7:41pm.

RECONVENE

Council President Baird reconvened the meeting of the Littlestown Borough Council at 7:41pm.

CHAPTER 70 WATER RATES

A motion was made by Council Member Westcott and seconded to approve an Ordinance Amending Chapter 70, Article V, Section 70-15 of the Littlestown Borough Code Relating to Water Rates and Charges. Motion adopted

CHAPTER 53 SEWER RATES

A motion was made by Council Member Westcott and seconded to approve an Ordinance Amending Chapter 53, Section 53-3 (A) and (B) of the Littlestown Borough Code Relating to Computation of Sewer Rates and Charges. 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

RECESS

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

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The meeting recessed at 8:45pm

RECONVENE

The meeting of the Littlestown Borough Council reconvened at 9:07pm with the following action:

***GROUP RATES FOR BONA FIDE
YOUTH ORGANIZATIONS***

A motion was made by Council Member Westcott and seconded to approve a daily admission group rate at \$4.50 per person for bona fide youth organizations which must meet the following criteria:

- **Be a bona fide youth organization**
- **Be given approval from the Borough Secretary or Borough Manager to receive the group rate**
- **Have at least 10 or more in the group which includes supervising employees**

Motion adopted.

ADJOURN

Council President Baird adjourned the meeting of the Littlestown Borough Council at 9:15pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)