



THE BOROUGH OF LITTLESTOWN
MEETING OF THE COUNCIL
10 SOUTH QUEEN STREET, LITTLESTOWN, PENNSYLVANIA 17340
TUESDAY • AUGUST 27, 2013 • 7:00 P.M.

Call to Order
Pledge of Allegiance

Public Comment (limited at this time to Agenda items only)

Minutes

- Approval of Minutes from the July 23, 2013 Council Meeting

Finances

- Approval of Accounts Payable
- Approval of Payroll
- Revenue and Expenditure Report for July

Unfinished Business

- American Legion Post #321, 510 East King Street addition
- Set charges for Borough owned fire hydrants located in other municipalities
- Direct the Borough Solicitor to prepare an agreement with each township/borough that has fire hydrants in their municipality that are Borough owned

Borough Authority – (7:15pm)

- Approval of Application for Payment No. 7 for Contract 12-1 in the amount of \$236,853.83
- Approval of Application for Payment No. 6 for Contract 12-2 in the amount of \$139,982.40
- Approval of Change Order No. 2 for Contract 12-1 for an increase to the Contract Price of \$2,231.09 due to additional excavation for unsuitable sub-base, valve material change, and revised gate requirements and in increase of the Contract Time for 3 days for above average (seasonal) rain
- Approval of Change Order No. 2 for Contract 12-2 for an increase to the Contract Price of \$4,141.75 due to change in depth of excavation and additional concrete and rebar for ductbank encasement.
- Approval for HRG to issue Notice of Intent to Award to J.A. Myers Building and Development, Inc. for Contract 12-4 in the amount of \$106,649.00

New Business

- Approval of Application for Payment No. 7 for Contract 12-1 in the amount of \$236,853.83
- Approval of Application for Payment No. 6 for Contract 12-2 in the amount of \$139,982.40
- Approval of Change Order No. 2 for Contract 12-1 for an increase to the Contract Price of \$2,231.09 due to additional excavation for unsuitable sub-base, valve material change, and revised gate requirements and in increase of the Contract Time for 3 days for above average (seasonal) rain.
- Approval of Change Order No. 2 for Contract 12-2 for an increase to the Contract Price of \$4,141.75 due to change in depth of excavation and additional concrete and rebar for ductbank encasement.
- Approval for HRG to issue Notice of Intent to Award to J.A. Myers Building and Development, Inc. for Contract 12-4 in the amount of \$106,649.00
- 2014 MMO for the Police and Non-Uniform Pension Plan

Reports

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

Reports of Boards, Committees and Commission

Planning Commission: August 8, 2013 Meeting Minutes

- Recommendation to approve a Hair Salon at 103 South Queen Street conditioned upon production of written evidence from the property owner that such a use is approved
- Recommendation from the Planning Commission to deny the fire company's plans without prejudice unless the fire company requested another extension in time for approval
- Recommendation from the Planning Commission that the zoning ordinance be amended to allow places of worship as a use by right in all districts of the Borough of Littlestown
- Planning Commission is requesting that the Littlestown Borough Council have a representative attend the meetings of the Planning Commission

Recreation Board – August 20, 2013 Meeting Cancelled

Correspondence

- Alpha Fire Company June & July EMS Report
- Thank you letter from Lincoln Intermediate Unit No. 12

Public Comment (agenda issues, non-agenda issues and all other matters of concern)

Recess for Executive

Adjourn Meeting

Borough Council Meeting (7:00pm)

JANUARY 8TH, JANUARY 22ND, FEBRUARY 12TH, FEBRUARY 26TH, MARCH 12TH, MARCH 26TH, APRIL 9TH, APRIL 23RD, MAY 14TH, MAY 28TH, JUNE 11TH, JUNE 25TH, JULY 9TH, JULY 23RD, AUGUST 13TH, AUGUST 27TH, SEPTEMBER 10TH, SEPTEMBER 24TH, OCTOBER 8TH, OCTOBER 22ND, NOVEMBER 12TH, NOVEMBER 26TH, DECEMBER 10TH

Planning Commission Meeting (7:00 pm)

JANUARY 10TH, FEBRUARY 14TH, MARCH 14TH, APRIL 11TH, MAY 9TH, JUNE 13TH, JULY 11TH, AUGUST 8TH, SEPTEMBER 12TH, OCTOBER 10TH, NOVEMBER 14TH, DECEMBER 12TH

Recreation Board Meeting (6:30pm) (Meeting Place: 10 South Queen Street)

JANUARY 15TH, FEBRUARY 19TH, MARCH 19TH, APRIL 16TH, SEPTEMBER 17TH, OCTOBER 15TH, NOVEMBER 19TH

Recreation Board Meeting (6:30pm) (Meeting Place: Community Park, Pavilion #2)

MAY 21ST, JUNE 18TH, JULY 16TH, AUGUST 20TH

All meetings are open to the public and are held at 10 South Queen Street, with the exception of Recreation Board meetings May-September, which are held in Pavilion #2, Littlestown Community Park

PUBLIC COMMENT AND MEDIA INFORMATION POLICY OF THE BOROUGH OF LITTLESTOWN

It is the policy of the Borough of Littlestown, by the Littlestown Borough Council, to comply with the public participation provisions of the Sunshine Act (65 Pa.C.S.A. §710.1), as amended. In view of the multiplicity of issues with which the Littlestown Borough Council must deal during each public meeting, as well as the number of residents and/or taxpayers who may desire to participate in and provide comment relative to matters of concern, official action or deliberations which are or may come before the Borough Council, it is necessary and appropriate to establish the present policy, pursuant to and in accordance with the provisions of the Sunshine Act (65 Pa.C.S.A. §§710., 710.1.), regarding the Littlestown Borough Council's receipt of public comment and the amount of time to be allocated therefore during regular and special Borough Council meetings. Therefore, each resident and/or taxpayer of the Borough of Littlestown who wishes to provide public comment shall be allocated and shall be limited to a maximum of three (3) minutes per agenda item or matter of concern, not to exceed in the aggregate ten (10) minutes per meeting relative to all agenda items or matters of concern; provided, however, that each such resident and/or taxpayer shall be allocated and shall be limited to a maximum of an additional three (3) minutes per non-agenda item/issue which may come before Borough Council for official action or deliberation. Public comment shall be requested, received, and limited to agenda items only at the beginning of each meeting, prior to any official public action or deliberation by Borough Council during such meeting. Public comment shall also be requested and received during the meeting prior to Borough Council's official public action relative to any non-agenda items/issues. An additional public comment period shall occur prior to adjournment of the meeting, during which public comment regarding agenda issues, non-agenda issues and other matters of concern will be requested and received.

Residents and/or taxpayers of the Borough of Littlestown who wish to provide public comments must state their name, address and, if applicable, the organization/agency which they represent, before making their comments. Any person wishing to speak, who is not a Borough resident or a Borough taxpayer, shall state that fact and provide his/her name, address, reason for requesting to provide public comment, and if applicable, the organization/agency which he/she represents, before making his/her comments.

This policy was originally effective on and as of January 1, 1999. The second paragraph of this policy was added and effective on and as of June 27, 2000. This policy was further amended on April 26, 2011, effective immediately.

The Borough Council will provide up to a ten (10) minute question and answer period at the end of the regular and special meetings to respond to media inquiries.