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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ AUGUST 27, 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:

Council President, Ron Baird
Council Member, Charlene Westcott
Council Member, Dave Wheeler
Council Member Betty Bucher
Council Member, Joyce Weatherly
Mayor, James Eline, Sr.

Council Members Excused:

Council Vice President, Donald Bateman

Additional Borough Representation:

Secretary/Treasurer, Sandy Conrad
Chief of Police/Borough Manager, Charles Kellar
Director of Public Works, Tim Topper
Interim Borough Engineer, Justin Mendinsky
Borough Solicitor, Todd King

Borough Authority Members Present:

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

Others in Attendance:

Richard Messinger
Harry McKean
Steve Laughman
Fred Miller
Debbie Heefren
Grant Muller

MINUTES

***JULY 23, 2013 MEETING
MINUTES***

A motion was made by Council Vice-President Bateman and seconded to waive the reading of the July 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 June 18, 2013 through July 20, 2013 in the amount of \$248,418.66. Motion adopted.

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PAYROLL

A motion was made by Council Vice-President Bateman and seconded to approve the payroll from June 18, 2013 through July 20, 2013 in the amount of \$104,345.26. Motion adopted.

**REVENUE AND EXPENSE
REPORT FOR JULY**

A motion was made by Council Vice-President Bateman and seconded to approve the Revenue and Expense Report for the month of July. Motion adopted.

UNFINISHED BUSINESS

**AMERICAN LEGION
510 E. KING ST.**

After consulting with the Borough Solicitor and reviewing the comments provided by the Borough Engineer it was determined that the plan submitted by the American Legion for an addition will require a zoning variance. The Borough Secretary was directed to send a letter to the American Legion to inform them of such.

**CHARGES FOR FIRE HYDRANTS
LOCATED OUTSIDE THE BOROUGH**

A motion was made by Council Vice-President Bateman and seconded to charge \$25 per quarter for fire hydrants located outside of the Borough limits. A question was raised on what the actual costs were to maintain such hydrants a year. After discussion Council felt that they needed to determine such cost to make sure that the cost per quarter being charged will cover the maintenance. Council President Baird stated that this was a non-agenda item and asked for any questions or comments. **Motion 0 - 6 denied with all members of Council casting the opposing vote.**

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.

**PAYMENT APPLICATION #7
T-A-H, CONTRACT 12-1**

A motion was made by Authority Vice-President Westcott and seconded to approve the following:

PAYMENT APPLICATION #6

- Payment Application #7 to T-A-H Construction, Inc. for contract 12-1 in the amount of \$236,853.83;
- Payment Application # 6 to Swam Electric for contract 12-2 in the amount of \$139,982.40;
- Change Order #2 for T-A-H Construction, Inc. for contract 12-1 in the increased amount of \$2,231.09;
- Change Order #2 for Swam Electric for contract 12-2 in the increased amount of \$4,141.75

CHANGER ORDER #2, T-A-H

CHANGE ORDER #2, SWAM ELECTRIC

Motion adopted.

**Payment Application #1
Davidson H & C, Co.**

A motion was made by Authority Vice-President Westcott and seconded to approve Payment Application #1 to Davidson H & C, Co. for contract 12-3 in the amount of \$45,590.80. Authority Chair Louey stated that this was non-agenda item and asked for public comment. **Motion adopted.**

RECESS

Authority President Louey recessed the meeting of the Authority at 7:20pm.

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RECONVENE

Council President Baird reconvened the meeting of the Littlestown Borough Council at 7:20pm.

NEW BUSINESS

*PAYMENT APPLICATION #7
T-A-H, CONTRACT 12-1*

A motion was made by Authority Vice-President Westcott and seconded to approve the following:

PAYMENT APPLICATION #6

- **Payment Application #7 to T-A-H Construction, Inc. for contract 12-1 in the amount of \$236,853.83;**
- **Payment Application # 6 to Swam Electric for contract 12-2 in the amount of \$139,982.40;**
- **Change Order #2 for T-A-H Construction, Inc. for contract 12-1 in the increased amount of \$2,231.09;**
- **Change Order #2 for Swam Electric for contract 12-2 in the increased amount of \$4,141.75**

CHANGER ORDER #2, T-A-H

CHANGE ORDER #2, SWAM ELECTRIC

Motion adopted.

*Payment Application #1
Davidson H & C, Co.*

A motion was made by Authority Vice-President Westcott and seconded to approve Payment Application #1 to Davidson H & C, Co. for contract 12-3 in the amount of \$45,590.80. Authority Chair Louey stated that this was non-agenda item and asked for public comment. Motion adopted.

ADJOURN

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

The meeting was adjourned at 7:20pm.

RECONVENE

The meeting of the Littlestown Borough Council reconvened at 7:20pm.

NEW BUSINESS

*PAYMENT APPLICATION #7
T-A-H, CONTRACT 12-1*

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CHANGER ORDER #2, T-A-H

CHANGE ORDER #2, SWAM ELECTRIC

Motion adopted.

*Payment Application #1
Davidson H & C, Co.*

A motion was made by Council Vice-President Bateman and seconded to approve Payment Application #1 to Davidson H & C, Co. for contract 12-3 in the amount of \$45,590.80. Council President Baird stated that this was non-agenda item and asked for public comment. Motion adopted.

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Appointment to the Borough Authority, Richard Messinger

A motion was made by Council Member Bucher and seconded to appoint Richard Messinger to the Littlestown Borough Authority with a term to expire 07/07/2018. Council President Baird stated that this was non-agenda item and asked for public comment. **Motion adopted.**

2014 POLICE & NON-UNIFORM MMO'S

A motion was made by Council Member Westcott and seconded to approve the 2014 Police MMO in the amount of \$87,192.00 and the 2014 Non-Uniform MMO in the amount of \$25,734.00. Motion adopted.

REPORTS

Monthly reports were received and given by the following:

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

PLANNING COMMISSION

HAIR SALON, 103 S. QUEEN ST.

Borough Secretary Conrad stated that she was informed by Director of Public Works, Tim Topper that the owner of the Hair Salon called and stated that she was no longer interested in opening her business up at 103 South Queen Street.

ALPHA FIRE COMPANY EXTENSION

A motion was made by Council Vice-President Bateman and seconded to deny the recommendation from the Planning Commission to deny the request from the Alpha Fire Company for a 180 day extension. Motion adopted.

A motion was made by Council Vice President Bateman and seconded to approve the request from the Alpha Fire Company for a 180 day extension on the Preliminary/Final Development Plan for the Alpha Fire Company's new building with the new extension to expire on February 20, 2014. Council President Baird stated that this was a non-agenda item and asked for public comments. He also stated that this extension would expire August 24, 2013. **Motion adopted.**

ZONING AMENDMENT TO ALLOW PLACES OF WORSHIP IN ALL DISTRICTS

Council denied this at the last meeting and after discussion does not see the need to change the zoning amendment to allow places of worship as a use by right in all zoning districts.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council for the Borough Authority to reconvene.

The meeting recessed at 8:15pm

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RECONVENE

The meeting of the Littlestown Borough Authority reconvened at 8:15pm.

***NOTICE OF INTENT TO J.A. MYERS
LUMBER STREET PHASE II***

A motion was made by Authority Vice-Chair Westcott and seconded to approve 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. Motion adopted.

ADJOURN

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

The meeting of the Littlestown Borough Authority adjourned at 8:18pm.

RECONVENE

The meeting of the Littlestown Borough Council reconvened at 8:18pm.

***NOTICE OF INTENT TO J.A. MYERS
LUMBER STREET PHASE II***

A motion was made by Council Vice-President Bateman and seconded to approve 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. 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 8:20pm

RECONVENE

The meeting of the Littlestown Borough Council reconvened at 9:05pm

ADJOURN

Council President Baird adjourned the meeting of the Littlestown Borough Council at 9:05pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)