

**BOROUGH COUNCIL ORGANIZATIONAL MEETING • JANUARY 6, 2014**

**ORGANIZATION AND  
SWEARING-IN OF NEW  
COUNCIL**

Mayor Eline asked Charlene Westcott, Joyce Weatherly and Paul Sharpless, newly elected Council Members to stand for the swearing-in ceremony. Mayor Eline administered the Oath of Office to the newly elected Council Members.

It was noted that newly elected Council Member Betty Bucher was not present to be sworn in therefore the Mayor will swear her in before the next meeting of Council.

**CALL TO ORDER**

The Council met in an organizational meeting and the meeting was called to order at 7:00 p.m. with Mayor James Eline, Sr. presiding.

**ATTENDANCE**

Council Members Present:

David Wheeler, Paul Sharpless, Ron Baird, Charlene Westcott, Joyce Weatherly and James Eline (Mayor).

Council Members Excused:

Betty Bucher

Additional Borough Representation:

Sandy Conrad (Borough Secretary/Treasurer), Charles Kellar (Borough Manager), Tim Topper (Director of Public Works)

Others in Attendance:

Fred Miller, Don Bateman, Chris Bateman

**NOMINATIONS FOR  
PRESIDENT, VICE  
PRESIDENT AND  
PRESIDENT PRO TEM**

Mayor Eline asked for nominations for Council President

Council Member Westcott nominated Council Member Baird  
The vote was 5-0 in favor.

**Upon hearing the votes and no opposition, Mayor Eline declares  
Council Member Baird President of Council.**

*At this time Council President Baird proceeds with the meeting*

Council President Baird asked for nominations for Council Vice President.

Council President Baird nominated Council Member Westcott  
The vote was 5-0 in favor.

**Upon hearing the votes and no opposition, Council President Baird  
declares Council Member Westcott Vice-President of Council.**

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NOMINATIONS FOR  
PRESIDENT, VICE  
PRESIDENT AND  
PRESIDENT PRO TEM  
(continued)

Council President Baird asked for nominations for Council President Pro Tem

Council Member Sharpless nominated Council Member Wheeler  
The vote was 5-0 in favor.

**Upon hearing the votes and no opposition, Council President Baird declares Council Member Wheeler as President Pro Tem of Council.**

ORGANIZATION OF  
RULES OF  
ORDER/PROCEDURES

**A motion was made by Council Member Sharpless and seconded, to adopt the current version of Roberts Rules as council's rules of order. Motion carried with a vote of 4-1, with Council Vice-President Westcott casting the opposing vote.**

**A motion was made by Council Vice-President Westcott and seconded to adopt the current Public Comment Policy as written. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to adopt the current Limitation on Debate Policy as written. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to adopt the current Media Information Policy. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to adopt the current Ride-Along Policy as written. Motion adopted.**

COMMITTEES, AND  
APPOINTED PERSONNEL  
ACCEPTANCE

Council President Baird asked Council for their input regarding Committee's. Council President Baird will address the list of Committee's at a later date.

**A motion was made by Council Vice-President Westcott and seconded, to approve the appointment of Campbell & White, P.C. as Borough Solicitor. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to approve the appointment of Clayton Wilcox, P.C. as the Zoning Hearing Borough Solicitor. Motion adopted.**

**THE BOROUGH OF LITTLESTOWN**

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**A motion was made by Council Vice-President Westcott and seconded, to approve the appointment of Herbert, Rowland & Grubic, Inc. as the Borough Engineers. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to approve the appointment of Rotz & Stonesifer as the Borough Auditors. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to approve the appointment of Sandy J. Conrad as the Borough Secretary/Treasurer. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to approve the appointment of Charles Kellar as the Chief of Police and Borough Manager. Motion adopted.**

**A motion was made by Council Vice-President Westcott and seconded, to approve the appointment of Timothy J. Topper as the Director of Public Works. Motion adopted.**

**RECESS**

Council President Baird recessed the meeting of the Littlestown Borough Council at 7:24pm for an executive session to discuss potential litigation and personnel matters.

**RECONVENE**

Council President Baird reconvened the meeting of the Littlestown Borough Council at 7:45pm.

**HIRE WATER/SEWER OPERATOR**

**A motion was made by Council Vice-President Westcott and seconded to offer the water/sewer operators position to Mr. Ed Santamaria with a starting salary of \$34,000.00 a year. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted 4-1 with Council Member Sharpless casting the opposing vote.**

**PURCHASE OF PUBLIC WORKS TRUCK**

**A motion was made by Council Vice-President Westcott and seconded to ratify the Borough Manager's decision to purchase a 2014 Ford F550 4x4 for the public works department in the amount of \$70,236.64 with the money to be expended from the Highway Aid/Liquid Fuels account. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.**

**THE BOROUGH OF LITTLESTOWN**  
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**POLICE CAR AND PUBLIC  
WORKS TRUCK TO GO TO  
AUCTION**

**A motion was made by Council Vice-President Westcott and seconded to send the police car and the public works truck, that were just replaced, to the auction.** Council President Baird stated that this was a non-agenda item and asked for public comments.  
**Motion adopted.**

**ADJOURNMENT**

With no further business, the Organizational Meeting of January 6, 2014 was adjourned at 7:48 pm.

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**Sandy Conrad, Borough Secretary**

(SEAL)