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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ JANUARY 14, 2014

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 Vice President, Charlene Westcott
Council Member, Paul Sharpless
Council Member, Dave Wheeler
Council Member Betty Bucher
Council Member, Joyce Weatherly
Mayor, James Eline, Sr.

Additional Borough Representation:

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

Borough Authority Members Present:

Authority Chair, Karen Louey
Authority Vice President, Dave Westcott
Authority Secretary, Marilyn Zanger
Authority Member, Terry Moser
Authority Member, Richard Messinger

Others in Attendance:

Christine Donnelly
Harry McKean
Fred Miller

MINUTES

***DECEMBER 10, 2013 MEETING
MINUTES***

A motion was made by Council Member Bucher and seconded to waive the reading of the December 10, 2013 minutes and approve as written. Motion adopted.

***JANUARY 6, 2014 MEETING
MINUTES***

A motion was made by Council Member Bucher and seconded to waive the reading of the January 6, 2014 minutes and approve as written. Motion adopted.

**APPROVAL AND
PAYMENT OF BILLS**

ACCOUNTS PAYABLE

A motion was made by Council Vice-President Westcott and seconded to approve the accounts payable for the General, Pool, Water and Sewer Funds from November 22, 2013 through January 9, 2014 in the amount of \$129,585.76. Motion adopted.

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PAYROLL

A motion was made by Council Member Bucher and seconded to approve the payroll from November 22, 2013 through January 9, 2014 in the amount of \$159,228.74. Motion adopted.

REVENUE & EXPENDITURE

A motion was made by Council Member Bucher and seconded to approve the revenue and expenditure report for December. Motion adopted.

BOROUGH AUTHORITY

The Borough Authority met in session and the meeting was called to order at 7:15 p.m. with Authority Chair Louey presiding.

**APPLICATION PAYMENT NO. 11
TAH CONSTRUCTION**

A motion was made by Authority Vice-Chair Westcott and seconded to approve Payment Application No. 11 to TAH Construction for contract 12-1 in the amount of \$111,374.40. Motion adopted.

**APPLICATION PAYMENT NO. 10
SWAM ELECTRIC**

A motion was made by Authority Vice-Chair Westcott and seconded to approve Payment Application No. 10 to Swam Electric for contract 12-2 in the amount of \$110,182.49. Motion adopted.

**APPLICATION PAYMENT NO. 3
DAVIDSON**

A motion was made by Authority Vice-Chair Westcott and seconded to approve Payment Application No. 3 to Davidson for contract 12-3 in the amount of \$40,596.49. Motion adopted.

CHAPTER 94

A motion was made by Authority Vice-Chair Westcott and seconded to direct HRG to prepare Chapter 94 not to exceed \$2,000.00. Motion adopted.

ADJOURN

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

The meeting adjourned at 7:20pm.

RECONVENE

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

NEW BUSINESS

**APPLICATION FOR PAYMENT NO. 2
JA MYERS**

A motion was made by Council Member Bucher and seconded to approve Application for Payment No. 2 to JA Myers in the amount of \$4,235.21. Motion adopted.

HISTORICAL SOCIETY EVENTS

A motion was made by Council Member Bucher and seconded to approve the Littlestown Historical Society's following events for 2014:

- Use of Pavilion #1 on April 26th and October 11th to hold a Flea Market;
- Good Old Days on August 14th, 15th and 16th, with the Parade on August 14th, Entertainment on August 15th at the square, Main Event at Crouse Park on August 16th, and assistance with traffic control, trash receptacles and placement of banners;

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- Ability to provide the activities to be posted in the Borough Newsletter

CIVIL SERVICE COMMISSION

A motion was made by Council Member Sharpless and seconded to appoint Larry Unger to fill the vacant position on the Civil Service Commission with a term to expire December 31, 2015. Vote 4-2 in favor of the motion with Council Member Wheeler and Council Vice-President Westcott casting in opposition.

SCOTT SMALL RESIGNATION

A motion was made by Council Vice-President Westcott and seconded to accept the resignation of Scott Small from the position Emergency Management Coordinator and Fire Marshal. Motion adopted.

HIRE SUMMER PERSONNEL

A motion was made by Council Vice-President Westcott and seconded to direct the Borough Secretary to advertise for Summer Personnel and to direct the Borough Manager and Secretary to interview and hire such personnel. Motion adopted.

RESOLUTION No. 1 - ACTCC

A motion was made by Council Vice-President Westcott and seconded to adopt Resolution No. 1 appointing Joyce Weatherly as the delegate and Betty Bucher as the alternate to the Adams County Tax Collection Committee. Motion adopted.

RESOLUTION No. 2 - COG

A motion was made by Council Member Bucher and seconded to adopt Resolution No. 2 appointing Paul Sharpless as the delegate and James Eline as the alternate to the Council of Governments. Motion adopted.

RESOLUTION No. 3 - YATB

A motion was made by Council Member Bucher and seconded to adopt Resolution No. 3 appointing Paul Sharpless as the delegate and Ron Baird as the alternate to the York Adams Tax Bureau. Motion adopted.

ORDINANCE - POLICE PENSION

A motion was made by Council Member Bucher and seconded to adopt an Ordinance adopting a Pension Plan Document for the Police. Motion adopted.

***APPLICATION PAYMENT No. 11
TAH CONSTRUCTION***

A motion was made by Member Bucher and seconded to approve Payment Application No. 11 to TAH Construction for contract 12-1 in the amount of \$111,374.40. Motion adopted.

***APPLICATION PAYMENT No. 10
SWAM ELECTRIC***

A motion was made by Member Bucher and seconded to approve Payment Application No. 10 to Swam Electric for contract 12-2 in the amount of \$110,182.49. Motion adopted.

***APPLICATION PAYMENT No. 3
DAVIDSON***

A motion was made by Member Bucher and seconded to approve Payment Application No. 3 to Davidson for contract 12-3 in the amount of \$40,596.49. Motion adopted.

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CHAPTER 94

A motion was made by Member Bucher and seconded to approve direct HRG to prepare Chapter 94 not to exceed \$2,000.00. 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.

HIRE PART-TIME ASSISTANT CLERK

A motion was made by Council Member Sharpless and seconded to offer Donna Bolger the Part-Time Assistant Borough Clerk position at \$10.00 an hour. A roll call vote was taken:

Council Member Wheeler - yes
Council Member Weatherly - No
Council Vice-President Westcott - No
Council President Baird - No
Council Member Bucher - yes
Council Member Sharpless - yes

Vote: 3-3 - tie.

A motion was made by Council Vice-President Westcott and seconded to offer April Lombardi the Part-Time Assistant Borough Clerk position at \$10.00 an hour. A roll call vote was taken:

Council Member Sharpless - no
Council Member Bucher - no
Council President Baird - yes
Council Vice-President Westcott - yes
Council Member Weatherly - yes
Council Member Wheeler - no

Vote: 3-3 - tie.

Council President Baird asked the Mayor to break the tie for the motion to hire Donna Bolger. **The mayor broke the tie in favor of Donna Bolger.**

Council President Baird asked the Mayor to break the tie for the motion to hire April Lombardi. **The mayor broke the tie not in favor of April Lombardi.**

RE-OPEN BUDGET

A motion was made by Council Member Sharpless to re-open the 2014 budget for amendments. Motion died due to lack of second.

ADJOURN

With no further business the meeting of the Littlestown Borough Council was adjourned at 9:15pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)