



**THE BOROUGH OF LITTLESTOWN**  
**MEETING OF THE COUNCIL**  
**10 SOUTH QUEEN STREET, LITTLESTOWN, PENNSYLVANIA 17340**  
**TUESDAY • JANUARY 28, 2014 • 7:00 P.M.**

Call to Order  
Pledge of Allegiance  
Public Comment (limited at this time to Agenda items **only**)

**(1) Minutes**

- a) Minutes from the January 14, 2014 Council Meeting

**(2) Finances**

- a) Payables from January 10, 2014 to January 23, 2014  
b) Payroll from January 10, 2014 to January 23, 2014

**Borough Authority – 7:15pm**

- Application for Payment No. 12 to TAH Construction for Contract 12-1 in the amount of **\$147,910.62**
- Application for Payment No. 11 to Swam Electric Company for Contract 12-2 in the amount of **\$48,115.59**
- Direction to have Solicitor send/meet Townships Intermunicipal Agreements

**(3) New Business**

- Application for Payment No. 12 to TAH Construction for Contract 12-1 in the amount of **\$147,910.62**
- Application for Payment No. 11 to Swam Electric Company for Contract 12-2 in the amount of **\$48,115.59**
- Request from Mr. Cummings to discuss alarm system issue
- a) Resolution 4 assigning Dave Westcott as delegate to the York Adams Tax Bureau
- b) Resolution 5 assigning a delegate to the Adams County Council of Government
- c) Resolution 6 eliminating contributions to the Police Pension Plan for 2014
- Direction to have Solicitor send/meet Townships Intermunicipal Agreements
- Appoint a Fire Marshal for the Borough of Littlestown

**(4) Reports**

- a) Mayor – November 20, 2013 to December 30, 2013 report and December 30, 2013 to January 22, 2014 report
- Chief of Police
  - Borough Manager
  - Borough Engineer
  - Director of Public Works
  - Borough Solicitor

**(5) Reports of Boards, Committees and Commissions**

- a) Planning Commission – January 9, 2014 Meeting
- 1) Recommendation from the Planning Commission to approve the Minor Subdivision Plan for 411 McSherry Woods Drive

**(6) Correspondence**

- a) Vacancies on Boards, Committees and Commissions.

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

Recess for Executive

Adjourn Meeting

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Borough Council Meeting (7:00pm)

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

Planning Commission Meeting (7:00 pm)

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

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

JANUARY 21<sup>ST</sup>, FEBRUARY 18<sup>TH</sup>, MARCH 18<sup>TH</sup>, APRIL 15<sup>TH</sup>, MAY 20<sup>TH</sup>, SEPTEMBER 16<sup>TH</sup>, OCTOBER 21<sup>ST</sup>, NOVEMBER 18<sup>TH</sup>

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

JUNE 17<sup>TH</sup>, JULY 15<sup>TH</sup>, AUGUST 19<sup>TH</sup>

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.*