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**THE BOROUGH OF LITTLESTOWN**  
**10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber**  
**BOROUGH COUNCIL MEETING ▪ JANUARY 28, 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  
Borough Engineer, Josh Fox  
Borough Solicitor, Todd King

**Borough Authority Members Present:**

Authority Chair, Karen Louey  
Authority Vice-Chair, David Westcott  
Authority Secretary, Marilyn Zanger  
Authority Member, Richard Messinger

**Borough Authority Members Excused:**

Authority Member, Terry Moser

**MINUTES**

***JANUARY 14, 2014 MEETING  
MINUTES***

**A motion was made by Council Member Bucher and seconded to waive the reading of the January 14, 2014 minutes and approve as written. Motion adopted.**

**APPROVAL AND  
PAYMENT OF BILLS**

***ACCOUNTS PAYABLE***

**A motion was made by Council Member Bucher and seconded to approve the accounts payable for the General, Pool, Water and Sewer Funds from January 10, 2014 through January 23, 2014 in the amount of \$38,768.34. Motion adopted.**

***PAYROLL***

**A motion was made by Council Member Bucher and seconded to approve the payroll from January 10, 2014 through January 23, 2014 in the amount of \$50,845.27. 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.

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**APPLICATION PAYMENT NO. 12**  
**TAH CONSTRUCTION**

A motion was made by Authority Vice-Chair Westcott and seconded to approve Payment Application No. 12 to TAH Construction for contract 12-1 in the amount of \$147,910.62. Motion adopted.

**APPLICATION PAYMENT NO. 11**  
**SWAM ELECTRIC**

A motion was made by Authority Vice-Chair Westcott and seconded to approve Payment Application No. 11 to Swam Electric for contract 12-2 in the amount of \$48,115.59. Motion adopted.

**INTERMUNICIPAL AGREEMENT**

A motion was made by Authority Vice-Chair Westcott and seconded to direct the Solicitor to send the Intermunicipal Agreements to Union and Germany Township. Motion adopted.

**CHANGE ORDER NO. 3**  
**TAH CONSTRUCTION**

A motion was made by Authority Vice-Chair Westcott and seconded to approve Changer Order No. 3 to TAH Construction for contract 12- in the amount of \$6,607.64. Authority Chair Louey stated that this was a non-agenda item and asked for public comments. 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 7:23pm.

**RECONVENE**

Council President Baird reconvened the meeting of the Littlestown Borough Council at 7:23pm.

**NEW BUSINESS**

**RESOLUTION NO. 4 - YATB**

A motion was made by Council Vice President Westcott and seconded to adopt Resolution No. 4 appointing David Westcott as the delegate and Ron Baird as the alternate to the York Adams Tax Bureau. Motion adopted.

**RESOLUTION NO. 5 - COG**

A motion was made by Council Vice President Westcott and seconded to adopt Resolution No. 5 appointing Ron Baird as the delegate and James Eline as the alternate to the Council of Governments. Motion adopted.

**RESOLUTION NO. 6**  
**ELIMINATING CONTRIBUTIONS**

A motion was made by Council Vice President Westcott and seconded to adopt a Resolution Eliminating Contributions to the Police Pension for 2014. Motion adopted.

**APPLICATION PAYMENT NO. 12**  
**TAH CONSTRUCTION**

A motion was made by Council Member Bucher and seconded to approve Payment Application No. 12 to TAH Construction for contract 12-1 in the amount of \$147,910.62. Motion adopted.

**APPLICATION PAYMENT NO. 11**  
**SWAM ELECTRIC**

A motion was made by Council Member Bucher and seconded to approve Payment Application No. 11 to Swam Electric for contract 12-2 in the amount of \$48,115.59. Motion adopted.

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***INTERMUNICIPAL AGREEMENT***

A motion was made by Council Vice President Westcott and seconded to direct the Solicitor to send the Intermunicipal Agreements to Union and Germany Township. Vote 5-1 in favor of the motion with Council Member Sharpless casting the opposing vote.

***CHANGE ORDER NO. 3  
TAH CONSTRUCTION***

A motion was made by Council Member Bucher and seconded to approve Changer Order No. 3 to TAH Construction for contract 12- in the amount of \$6,607.64. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

**REPORTS OF BOARDS AND COMMISSIONS**

**Planning Commission - January 9, 2014**

***411 MCSHERRY WOODS DRIVE***

A motion was made by Council Member Sharpless to table the recommendation from the Planning Commission to approve the Minor Subdivision Plan for 411 McSherry Woods Drive contingent upon modifications to comply with Section 502.A.3 of the Subdivision Ordinance. Motion adopted.

***DISSOLVE RECREATION BOARD***

A motion was made by Council Vice President Westcott and seconded to approve a Resolution to Dissolve the Recreation Board effective January 28, 2014. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

***2014 COMMITTEES***

Council President Baird informed Council that the following Committees would be stay in place for 2014:

1. Union Police Contract Committee
  - Chair Person - Dave Wheeler
  - Member - Ron Baird
  - Member – Paul Sharpless
  - Member - Charlene Westcott
  - Member - Joyce Weatherly
  - Advisor - James Eline, Sr.
  - Advisor - Charles Kellar
  - Advisor - Sandy Conrad
  - Advisor - Frank Lavery
  
2. I & I Committee
  - Chair Person - Dave Wheeler
  - Member - Paul Sharpless
  - Member - Karen Louey
  - Member - Dave Westcott
  - Advisor - Tim Topper
  - Advisor - Chris Stroup
  - Advisor - Josh Fox

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**3. Fire Protection Committee**

- Chair Person - Ron Baird
- Member - Charlene Westcott
- Member - Joyce Weatherly
- Advisor - James Eline, Sr.
- Advisor – Representative(s) from the Fire Company

**4. Act 32 Tax Collection**

- Delegate - Joyce Weatherly
- Alternate - Betty Bucher

**5. York Adams Tax Bureau**

- Delegate - David Westcott
- Alternate - Ron Baird

**6. Council of Governments**

- Delegate - Ron Baird
- Alternate - James Eline

**RECESS**

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

The meeting recessed at 9:13pm.

***POLICE REQUEST TO AMEND  
THE CONTRACT TO GO BACK TO  
BI-WEEKLY PAYROLL***

**A motion was made by Council Member Sharpless to prepare and approve a MOU amending the police contract to change the bi-weekly payroll to a weekly payroll. Motion died due to a lack of second.**

***OFFER APRIL LOMBARDI  
PART-TIME BOROUGH CLERK***

**A motion was made by Council Member Westcott and seconded to send a conditional offer to April Lombardi for the position of Part-Time Borough Clerk at a rate of \$10.00/hr. Vote 5-1 in favor of the motion with Council Member Sharpless casting the opposing vote.**

**ADJOURN**

With no further business the meeting of the Littlestown Borough Council was adjourned at 9:14pm.

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**Sandy Conrad**  
**Secretary/Treasurer**

**(SEAL)**