



THE BOROUGH OF LITTLESTOWN

MEETING OF THE COUNCIL

10 SOUTH QUEEN STREET, LITTLESTOWN, PENNSYLVANIA 17340

TUESDAY • FEBRUARY 25, 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 February 11, 2014 Council Meeting

(2) **Finances**

- a) Payables from February 6, 2014 to February 17, 2014
- b) Payroll from February 6, 2014 to February 17, 2014
- c) Revenue and Expenditure Report for January

Unfinished Business

- Confidentiality Policy

Borough Authority – 7:15pm

- Approval of Application for Payment No. 13 to TAH Construction for Contract 12-1 in the amount of \$424,433.58
- Approval of Application for Payment No. 12 to Swam Electric Company for Contract 12-2 in the amount of \$68,819.23
- Approval of Application for Payment No. 4 to Davidson H. & C. Co., Inc. for Contract 12-3 in the amount of \$41,536.12
- Approval of Change Order No. 4 for Contract 12-1 for a decrease in the Contract Price of \$42,650.00

(3) **New Business**

- a) David Krebs – Snow Plowing on Rita Marie Avenue
- b) 103rd Annual PSAB Conference
- c) Laptop Agreement
- d) Approval of Application for Payment No. 13 to TAH Construction for Contract 12-1 in the amount of \$424,433.58
- e) Approval of Application for Payment No. 12 to Swam Electric Company for Contract 12-2 in the amount of \$68,819.23
- f) Approval of Application for Payment No. 4 to Davidson H. & C. Co., Inc. for Contract 12-3 in the amount of \$41,536.12
- g) Approval of Change Order No. 4 for Contract 12-1 for a decrease in the Contract Price of \$42,650.00
- Presentation of the Draft Tapping Fee Study

(4) **Reports**

- a) Mayor
- b) Chief of Police
 - 1) January Police Report
 - 2) 2013 Annual Police Report
- Borough Manager
- c) Borough Engineer
- d) Director of Public Works
- Borough Solicitor

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

Recess for Executive

Adjourn Meeting

Borough Council Meeting (7:00pm)

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

Planning Commission Meeting (7:00 pm)

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

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.