

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ FEBRUARY 25, 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, Dave Wheeler
Council Member Betty Bucher
Council Member, Joyce Weatherly
Mayor, James Eline, Sr.

Council Members Excused:

Council Member, Paul Sharpless

Additional Borough Representation:

Secretary/Treasurer, Sandy Conrad
Chief of Police/Borough Manager, Charles Kellar
Tim Topper, Director of Public Works
Borough Engineer, Josh Fox
Borough Solicitor, Todd King

Borough Authority Members Present:

Borough Authority Chair, Karen Louey
Borough Authority Vice-Chair, Dave Westcott
Borough Authority Member, Richard Messinger
Borough Authority Member, Terry Moser

Borough Authority Members Excused:

Borough Authority Secretary, Marilyn Zanger

Others in Attendance:

Dave and Jackie Krebs
Ken Eckard
Fred Miller
Dan Hueglin

MINUTES

***FEBRUARY 11, 2014 MEETING
MINUTES***

A motion was made by Council Member Bucher and seconded to waive the reading of the February 11, 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 February 6, 2014 through February 17, 2014 in the amount of \$29,964.90. Motion adopted.

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PAYROLL

A motion was made by Council Member Bucher and seconded to approve the payroll from February 6, 2014 through February 17, 2014 in the amount of \$42,447.31. Motion adopted.

REVENUE & EXPENSE REPORT

A motion was made by Council Member Bucher and seconded to approve the Revenue and Expenditure report for January. Motion adopted.

UNFINISHED BUSINESS

CONFIDENTIALITY POLICY

There was no action taken on this since the review from the Labor Attorney was not completed.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council at 7:15pm for the meeting of the Borough Authority.

BOROUGH AUTHORITY

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

PAYMENT NO. 13 - TAH

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve the Application of Payment, Payment No. 13 to T-A-H Construction for contract 12-1 in the amount of \$424,433.58. Motion adopted.

PAYMENT NO. 12 - SWAM

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve the Application of Payment, Payment No. 12 to Swam Electric for contract 12-2 in the amount of \$68,819.23. Motion adopted.

PAYMENT NO. 4 - DAVIDSON

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve the Application of Payment, Payment No. 4 to Davidson H & C for contract 12-3 in the amount of \$41,536.12. Motion adopted.

CHANGE ORDER 4 - TAH

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve Change Order No. 4 for contract 12-1 for a decrease in the contract price of \$42,650.00. Motion adopted.

PENNVEST PAYMENT REQUEST

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve Pennvest Payment Request No. 7 in the amount of \$242,335.92. Authority Chair Louey stated that this was non-agenda item and asked for public comment. Motion adopted.

ADJOURN

Borough Authority Vice-Chair Westcott made a motion to adjourn the meeting of the Littlestown Borough Authority. Motion adopted.

The meeting of the Littlestown Borough Authority was adjourned at 7:18pm.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 7:18pm.

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NEW BUSINESS

DAVE KREBS

Mr. Dave Krebs came before Council with a suggestion that when plowing Rita Maria Avenue and/or any other Borough Street to use the state requirements of leaving a 10' wide opening. Rita Maria is 40' wide so if the Borough plowed a 30' wide opening then it would leave 5' feet on each side which would eliminate the snow being plowed onto the sidewalks. Borough Manager Kellar stated that normally the public works crew does not normally plow close to the curb but if there are multiple storms being called within a few days of each other then the public works crew is directed to plow as close to the curb as possible. However the Borough will take Mr. Krebs concern into consideration.

***103RD ANNUAL PSAB
CONFERENCE***

A motion was made by Council Member Bucher and seconded to approve Council Member Dave Wheeler to attend the 103rd Annual PSAB Conference. Motion adopted.

LAPTOP AGREEMENT

A motion was made by Council Member Bucher and seconded to approve the Laptop Agreement. Motion adopted.

PAYMENT NO. 13 - TAH

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PAYMENT NO. 12 - SWAM

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PAYMENT NO. 4 - DAVIDSON

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CHANGE ORDER 4 - TAH

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PENNVEST PAYMENT REQUEST

A motion was made by Council Member Bucher and seconded to approve Pennvest Payment Request No. 7 in the amount of \$242,335.92. Council President Baird stated that this was non-agenda item and asked for public comment. Motion adopted.

American Legion

The American Legion presented plans to the Borough Office in 2013. The plan was for an addition to add a bathroom onto the existing building. The Planning Commission made a recommendation in 2013 for approval however when Council received the information it was found that the addition would not meet the current zoning requirements and under the advice of the attorney and recommendation from our Borough Engineer the American Legion was sent a letter informing them that they needed to apply to the Zoning Hearing Board to request a variance.

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The representatives from the Legion came to the meeting and expressed concerns regarding having to get a zoning variance. They stated that the current building was built before zoning was put into place therefore the addition would fall under the current conditions of the existing building. There was also a great concern of the \$500 application fee. The Legion asked if that fee could be waived.

Borough Solicitor King informed the Legion that the current building is grandfathered in however any additions or modifications being done to the building would have to meet the current zoning requirements because they are not grandfathered in.

Council President Baird informed the Legion that if they waived the fee for them then they would have to waive the fee for everyone. Council Member Wheeler also stated that the Borough not only has to follow their code but there are also stipulations in the Municipal Planning Code that needs to be followed.

The main issue was the fee of the \$500 that the Legion would have to pay to cover the cost of the Zoning Hearing Board Attorney, advertising expenses and the stenographer.

Mr. McKean informed the Legion that there really was no way for Council to waive the zoning requirements therefore there was no way for the Legion to get around not going through the Zoning Hearing Board. Mr. McKean did not want to see the fee cause ill feelings between the Council and the Legion therefore he offered to pay the fee for the Legion.

The American Legion representatives accepted the offer and informed Council that they would be submitted their Zoning Hearing Board application.

PRESENTATION OF TAPPING FEE

Adrienne M. Vicari with HRG gave a presentation of the Draft Tapping Fee.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council at 9:00pm.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 9:10pm.

ED SANTAMARIA INCREASE

A motion was made by Council Vice-President Westcott and seconded to approve increase in salary for Ed Santamaria from \$16.35/hr to \$17.00/hr. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

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ADJOURN

With no further business the meeting of the Littlestown Borough Council was adjourned at 9:11pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)