

1078

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ MAY 13, 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, Bob Campbell

Others in Attendance:

Richard Messinger
Shirley Marshman
Harry McKean
Fred Miller
Bryan Westfall
Gina Green
Dave Westcott
Terry Moser
Frank Nemethvargo
Ryan Gladhill

MINUTES

***APRIL 8, 2014 MEETING
MINUTES***

A motion was made by Council Member Bucher and seconded to waive the reading of the April 8, 2014 minutes and approve as written. Motion adopted.

***APRIL 22, 2014 MEETING
MINUTES***

A motion was made by Council Member Bucher and seconded to waive the reading of the April 22, 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 April 4, 2014 through April 16, 2014 in the amount of \$78,993.73. Motion adopted.

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1079

- 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 April 17, 2014 through May 7, 2014 in the amount of \$153,038.48. Motion adopted.
- PAYROLL** A motion was made by Council Vice President Westcott and seconded to approve the payroll from April 4, 2014 through April 16, 2014 in the amount of \$40,135.87. Motion adopted.
- PAYROLL** A motion was made by Council Vice President Westcott and seconded to approve the payroll from April 17, 2014 through May 7, 2014 in the amount of \$42,654.61. Motion adopted.
- REVENUE & EXPENSE REPORT** A motion was made by Council Member Weatherly and seconded to approve the Revenue and Expenditure Report for the month of March. Motion adopted.
- NEW BUSINESS**
- CFA RESOLUTION** A motion was made by Council Vice President Westcott and seconded to adopt a Resolution to submit a financial assistance application to the Commonwealth Financing Authority. Motion adopted.
- SUMMER REC AND CONCESSION STAND EMPLOYMENT** A motion was made by Council Member Bucher and seconded to approve the list of individuals and salaries, which is part of the agenda packet, for the 2014 Summer Rec Program and Concession Stand. Motion adopted.
- RATIFY BOROUGH MANAGERS DECISION TO PURCHASE A PUBLIC WORKS TRUCK** A motion was made by Council Member Bucher and seconded to ratify the Borough Managers decision to purchase a F350 truck for the Public Works Department in the amount of \$34,423.74 with the funds to be utilized from the Liquid Fuels account. Motion adopted.
- RATIFY BOROUGH MANAGERS DECISION TO PURCHASE A RIDING TRACTOR** A motion was made by Council Member Vice President Westcott and seconded to ratify the Borough Managers decision to purchase a John Deer Sub-Compact Utility Tractor in the amount of \$18,334.55 with the funds to be utilized from the Edna Rec Park Trust, Sewer and Water Capital Purchases Funds. Motion adopted.
- PAYMENT NO. 15 T-A-H** A motion was made by Council Member Bucher and seconded to approve the Application for Payment No. 15 to T-A-H Construction for Contract 12-1 in the amount of \$256,451.85. Motion approved.
- PAYMENT NO. 14 SWAM** A motion was made by Council Member Bucher and seconded to approve the Application for Payment No. 14 to SWAM Electric Co. for Contract 12-1 in the amount of \$13,591.65. Motion approved.
- REQUEST FROM BEN MESSINGER CROUSE PARK** A motion was made by Council Member Bucher and seconded to approve the request from Ben Messinger to use the pavilion in Crouse Park with electricity for a summer concert on Sunday, August 3, 2014 at 2pm and to use the Borough Parking Lot on the square along with electricity and 40 chairs for a concert after the Good Old Days Parade on Thursday, August 14, 2014. Motion approved.

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1080

**ROYAL FARMS BOND RELEASE
& TRAFFIC LIGHT PAYMENT**

A motion was made by Council Member Bucher and seconded to approve the release of the Royal Farm Bond and payment in the amount of \$55,000.00 for the Boroughs portion of the traffic light. Motion adopted

**FIRE COMPANY ELECTRIC ON
CARNIVAL GROUNDS**

A motion was made by Council Member Bucher and seconded to approve the Alpha Fire Company to run electric underground on the carnival grounds at the expense of the Fire Company. Motion adopted.

NON-AGENDA ITEMS

GINA GREEN W/S BILL

A motion was made by Council Member Bucher and seconded to waive the penalty charges in the amount of \$290.67 for the April Water/Sewer Bill for the property located at 158 Boyer Street and to approve a payment arrangement to be worked out between the Borough Manager and Homeowners. Council President Baird stated that this was a non-agenda item and asked for public comments. **Motion adopted.**

Borough Manager Kellar informed the Homeowners to contact him this week to set up a payment arrangement.

The homeowners were also informed that they must keep their current bills current in order to remain on the payment plan.

TAPPING FEE ORDINANCE

A motion was made by Council Vice President Westcott and seconded to approve an Ordinance Repealing the previous provisions regarding capital charges fees for sewer and water systems and replacing them with revised fees and costs pursuant to the Act 57. Council President Baird stated that this was a non-agenda item and asked for public comments. **Motion adopted.**

PLANNING COMMISSION – April 10th Meeting

ZONING ORDINANCE AMENDMENT

A motion was made by Council Member Bucher and seconded to direct Solicitor Todd King to advertise an Ordinance amending the zoning ordinance by adding studios, galleries, museums, and similar cultural venues as uses permitted by right in the town center mixed use district contingent upon the person(s) requesting such amendment to the zoning ordinance is contacted and informed that they will be responsible for such fees incurred with advertising. Motion adopted.

**207 E. KING STREET
ELECTRONIC CIGARETTES**

A motion was made by Council Member Bucher and seconded to approve the request from the Planning Commission to allow an electronic Cigarette business at 207 East King Street subject to a final inspection by a third party. Motion adopted.

**24 N. QUEEN STREET
CANDY/TREAT SHOP**

A motion was made by Council Member Bucher and seconded to approve the request from the Planning Commission to allow a Candy/Treat Shop business at 24 North Queen Street subject to a final inspection by a third party. Motion adopted.

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10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
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NON-AGENDA – PLANNING COMMISSION – May 8th Meeting

**34 S. QUEEN STREET
VARIETY STORE**

A motion was made by Council Member Bucher and seconded to approve the request from the Planning Commission to allow a Variety Store at 34 South Queen Street subject to a final inspection by a third party. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

**523 N. QUEEN STREET
AUTO REPAIR SHOP**

A motion was made by Council Member Bucher and seconded to approve the request from the Planning Commission to allow a Repair Shop business at 523 North Queen Street subject to a final inspection by a third party. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

NON-AGENDA

**RESIGNATION OF
PAUL SHARPLESS**

A motion was made by Council Vice President Westcott and seconded to approve the resignation of Council Member Paul Sharpless effect May 13, 2014. Council President Baird stated that this was a non-agenda item and asked for public comments. Motion adopted.

ADJOURN

With no further business the meeting of the Littlestown Borough Council was adjourned at 8:22pm.

**Sandy Conrad
Secretary/Treasurer**

(SEAL)