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THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL MEETING ▪ MAY 27, 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.

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 Secretary, Marilyn Zanger
Borough Authority Member, Richard Messinger
Borough Authority Member, Terry Moser

Others in Attendance:

Richard Messinger
Harry McKean
Donald Bateman
Terry Moser
Bryan Westfall

MINUTES

***MAY 13, 2014 MEETING
MINUTES***

A motion was made by Council Member Bucher and seconded to waive the reading of the May 13, 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 May 8, 2014 through May 21, 2014 in the amount of \$151,326.88. Motion adopted.

PAYROLL

A motion was made by Council Member Bucher and seconded to approve the payroll from May 8, 2014 through May 21, 2014 in the amount of \$38,856.98. Motion adopted.

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REVENUE & EXPENSE REPORT

A motion was made by Council Member Bucher and seconded to approve the Revenue and Expenditure Report for the month of April. Motion adopted.

NEW BUSINESS

**RESIGNATION OF JANELLE
KAGARISE & KELLY QUINN**

A motion was made by Council Member Bucher and seconded to accept the resignation of Janelle Kagarise as the Arts & Craft Instructor and Kelly Quinn as a Counselor from the Summer Rec Program effective immediately. Motion adopted.

**SUMMER REC EMPLOYMENT OF
VERONICA HOWARD & BRADY
TOPPER**

A motion was made by Council Member Bucher and seconded to approve the hiring of Veronica Howard as the Arts & Crafts Instructor at \$7.25/hr and Brady Topper as a Counselor at \$7.25/hr for the Summer Rec Program. Motion adopted.

**REQUEST FROM ONE 18MOVEMENT
TO USE CROUSE PARK**

A motion was made by Council Vice-President Westcott and seconded to approve the request from One 18Movement to use Crouse Park on June 13th from 12:30pm to 3pm and June 14th from 10am to 12pm for a puppet show contingent upon a certificate of insurance being received. Motion adopted.

**REQUEST FROM DONALD LOVELL
REDUCTION IN SEWER BILL**

A motion was made by Council Member Weatherly and seconded to deny the request from Mr. Donald Lovell regarding a reduction in his sewer bill and to approve waiving of the penalty for such bill. Motion adopted.

NON-AGENDA

**YMCA REQUEST FOR THE USE
OF PAVILION #2**

A motion was made by Council Vice-President Westcott and seconded to approve the request from the Littlestown YMCA to use Pavilion #1 located near the Tennis Courts, for the week of June 9th through August 15, 2014 from 9:00am to 3:30pm for the YMCA Summer Camp, contingent upon a certificate of insurance being received. Motion adopted.

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. 16 - TAH

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve the Application of Payment, Payment No. 16 to T-A-H Construction for contract 12-1 in the amount of \$154,165.95. Motion adopted.

RECESS

Borough Authority Chair Louey recessed the meeting of the Littlestown Borough Authority at 7:17pm for an executive session to discuss potential litigation.

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RECONVENE

The meeting of the Littlestown Borough Authority was reconvened at 7:33pm.

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 7:34pm.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 7:34pm.

NEW BUSINESS

PAYMENT NO. 16 T-A-H

A motion was made by Council Member Bucher and seconded to approve the Application for Payment No. 16 to T-A-H Construction for Contract 12-1 in the amount of \$154,165.95. Motion approved.

***2013 AUDIT – DAN SIMPSON
ROTZ AND STONESIFER***

A motion was made by Council Member Bucher and seconded to accept and approve the Financial Statements for the year ended December 31, 2013. Motion approved.

***RESOLUTION TO APPOINT A
CANDIDATE TO FILL THE VACANT***

A motion was made by Council Member Bucher and seconded to appoint Donald Bateman to fill the vacancy on Council. A roll call vote was taken:

- Council Member Wheeler – No**
- Council Member Weatherly – Yes**
- Council Vice-President Westcott – No**
- Council President Baird – No**
- Council Member Bucher – Yes**

Motion denied with a vote of 2-3.

A motion was made by Council Member Bucher and seconded to appoint Terry Moser, Sr. to fill the vacancy on Council. A roll call vote was taken;

- Council Member Wheeler – No**
- Council Member Weatherly – Yes**
- Council Vice-President Westcott – No**
- Council President Baird – Yes**
- Council Member Bucher – Yes**

Motion approved with a vote of 3-2.

ADJOURN

With no further business the meeting of the Littlestown Borough Council was adjourned at 8:15pm.

Sandy Conrad
Secretary/Treasurer

(SEAL)