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

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
Josh Fox, Borough Engineer
Todd King, Borough Solicitor

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:

Harry McKean
Scott Zanger
Christina Clarius
David Fritz
Bryan Westfall
Melanie Thomas, Gettysburg Times
Fred Miller

MINUTES

***OCTOBER 14, 2014 MEETING
MINUTES***

A motion was made by Council Member Bucher and seconded to waive the reading of the October 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 October 8, 2014 through October 22, 2014 in the amount of \$206,954.87. Motion adopted.

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PAYROLL

A motion was made by Council Member Bucher and seconded to approve the payroll from October 8, 2014 through October 22, 2014 in the amount of \$39,629.84. Motion adopted.

REVENUE AND EXPENSE REPORT

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

NEW BUSINESS

**2015 TENTATIVE BUDGET
RESOLUTION**

A motion was made by Council Member Bucher and seconded to approve the Resolution of Tentative Adoption of the Borough of Littlestown's 2015 Budget. Motion adopted.

ADVERTISE BUDGET NOTICE

A motion was made by Council Vice President Westcott and seconded to direct the Borough Secretary to advertise the budget notice on October 30, 2014. Motion adopted.

ADVERTISE 2015 TAX ORDINANCE

A motion was made by Council Member Moser and seconded to direct the Borough Solicitor to advertise the Tax Ordinance for the Fiscal Year 2015. Motion adopted.

**CHRISTINA CLARIUS – 25 MASON
DIXON DRIVE**

Ms. Clarius came before Council to explain that she had received a water bill for October that was extremely high. She stated that she had no leaks however she did power wash the front of her house. It is only her and her fiancé living at the home and they both work. Her usage used was 6500cf for the quarter. She stated that they usually use around 900 to 1200cf a quarter.

The Director of Public Works did pull and test the meter for accuracy and according the test that was performed the meter did test accurate. Council asked Ms. Clarius to get them information on the power washer and they informed her that they would look further into this but in the meantime it was suggested to Ms. Clarius to set up a payment arrangement with the front office.

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.

CHANGE ORDER #7 - TAH

A motion was made by Borough Authority Vice-Chair Westcott and seconded to approve Change Order #7 for Contract 12-1 – TAH Construction for an increased amount of \$19,754.63. Motion adopted.

PAYMENT #17 FINAL – SWAM

A motion was made by Borough Authority Member Moser and seconded to approve the Application of Payment, Payment No. 17 (Final) to SWAM Electric for contract 12-2 in the amount of \$20,802.17. Motion Adopted.

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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 7:22pm.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 7:22pm.

NEW BUSINESS

CHANGE ORDER #7 - TAH

A motion was made by Council Member Bucher and seconded to approve Change Order #7 for Contract 12-1 – TAH Construction for an increased amount of \$19,754.63. Motion adopted.

PAYMENT #17 FINAL – SWAM

A motion was made by Council Member Moser and seconded to approve the Application of Payment, Payment No. 17 (Final) to SWAM Electric for contract 12-2 in the amount of \$20,802.17. Motion Adopted.

REQUEST FOR A “SLOW CHILDREN AT PLAY” SIGN

Borough Secretary Conrad informed Council that she had received a request from a Mr. Michael Keelan who resided at Shenandoah Court. Mr. Keelan along with other residents of that area is asking for a “Slow Children at Play” sign to be posted. There are about 8 to 10 children who live in that area play outside and the traffic including delivery drives go through that area at a speed that is not safe so they would like to have the sign as a warning to drivers.

A few Council Members did not see the need for the sign to be posted their since it should be obvious to drivers that if they are going through a development that there could be the potential of kids playing outside. Also, a few years back there was another resident who asked for a sign for South Columbus Avenue and she was denied.

After further discussion it was the consensus of the Council that the Director of Public Works install a “Slow Children at Play” sign at the top of Shenandoah Court.

APPOINTMENT TO THE PLANNING COMMISSION – SCOTT ZANGER

A motion was made by Council Member Bucher and seconded to appoint Mr. Scott Zanger to fill the vacant seat on the Planning Commission with a term to expire January 1, 2017. Motion adopted.

ADA RAMP INSTALLATION BID TAB – CDBG

A motion was made by Council Member Bucher and seconded to approve the bid for the ADA Ramp Installation Project from Doug Lamb Construction, Inc., 1180 Zeager Road, Elizabethtown, PA. Vote 6-1 with Council President Baird casting the opposing vote. Motion approved.

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COLONIAL COURT – REC LOT

A motion was made by Council Member Moser and seconded to direct the Borough Solicitor, Todd King to proceed with filing a petition on Colonial Court to have the restriction of the Recreation Lot removed. Motion adopted.

COMMUNITY POOL

Borough Manager Kellar informed Council that the YMCA proposal came back and the figures were too high. So the Borough Office will proceed with hiring of Staff for the 2015 Pool Season.

EAGLES FUNDS RECEIVED

Borough Manager Kellar informed the Council that \$8,500 donated by the Littlestown Eagles was received and the materials needed to upgrade the playgrounds are in the process of being ordered.

REPORTS OF COMMISSIONS

PLANNING COMMISSION

FIRE COMPANY PLANS

Council did not take action on the recommendation from the Planning Commission to approve the proposed Fire Company Plans with the recommended changes until the Borough Engineer has had a chance to review the revisions and provide comments.

RECESS

Council President Baird recessed the meeting of the Littlestown Borough Council at 8:42pm for personnel matters and potential litigation.

RECONVENE

The meeting of the Littlestown Borough Council was reconvened at 9:00pm.

ADJOURN

With no further business the meeting of the Littlestown Borough Council was adjourned at 9:00pm.

Sandy Conrad
Secretary/Treasurer
(SEAL)