



# THE BOROUGH OF LITTLESTOWN

## MEETING OF THE COUNCIL

10 SOUTH QUEEN STREET, LITTLESTOWN, PENNSYLVANIA 17340

TUESDAY • MARCH 28, 2017 • 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 28, 2017 Council Meeting

### (2) **Finances**

- a) Payables from February 23, 2017 to March 20, 2017
- b) Payroll from February 23, 2017 to March 20, 2017
- c) Revenue and Expense Report - February

### (3) **Unfinished Business**

- a) Request for Handicap Sign in front of 144 Lumber Street
  - Update on Request from Appler HOA to relocate parking on Appler Court

### (4) **Borough Authority** – 7:15pm

- a) Submission of the 2019 Annual Wasteload Management Report (Chapter 94 Report) to PA DEP

### (5) **New Business**

- a) Request from Bethel Assembly of God to use Crouse Park
- b) Resolution # 2 Eliminating Employee Contributions to the Police Pension Plan for 2017
- c) Resolution # 3 Appointing a Chief Administrative Officer for the Non-Uniform Employee Pension
- d) Maintenance Agreement between Littlestown Area School District, Borough of Littlestown and two residents on Prince Street
- e) 2017 Transfers to Capital Project Accounts
- f) Request from Joseph Roberts', Group of Volunteers to display free handouts at the square
  - Discuss Littlestown League Water/Sewer – Marvin Street
  - Discuss new location for ward 2 polling location

### (6) **Reports** (*verbal and/or written, if any*)

- a) Mayors Report
- b) Chief of Police
  - 1) August 2016
  - 2) September 2016
  - 3) October 2016
  - 4) November 2016
  - 5) December 2016
  - 6) Annual 2016
- Borough Manager
- c) Borough Treasurer
  - Borough Engineer
  - Borough Solicitor



## THE BOROUGH OF LITTLESTOWN

### MEETING OF THE COUNCIL

10 SOUTH QUEEN STREET, LITTLESTOWN, PENNSYLVANIA 17340

TUESDAY • MARCH 28, 2017 • 7:00 P.M.

#### **(7) Reports of Boards and Commissions –**

- a) Planning Commission – March 9, 2017 meeting
  - 1) Recommendation from the Planning Commission to approve the owners of 127 North Queen Street to demolish the existing property after all appropriate permits are obtained

#### **Delegate Reports** *(verbal and/or written, if any)*

- YATB Report
- ACTCC Report
- COG Report

#### **(8) Training & Meetings**

- a) PSAB Workshop – Managing A Professional Police Department
  - b) PSAB Webinars
  - c) PSAB Classroom Training
- Adams County Boroughs Association Meeting – May 15<sup>th</sup> at the Pike Restaurant

#### **Executive Session** – *(if needed)*

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

#### **Adjourn Meeting**



# THE BOROUGH OF LITTLESTOWN

## MEETING OF THE COUNCIL

10 SOUTH QUEEN STREET, LITTLESTOWN, PENNSYLVANIA 17340

TUESDAY • MARCH 28, 2017 • 7:00 P.M.

### 2017 MEETING DATES TO REMEMBER

#### Borough Council Meeting (7:00pm) & Borough Authority Meeting (7:15pm)

January 10<sup>th</sup>, January 24<sup>th</sup>, February 14<sup>th</sup>, February 28<sup>th</sup>, March 14<sup>th</sup>, March 28<sup>th</sup>, April 11<sup>th</sup>, April 25<sup>th</sup>, May 9<sup>th</sup>, May 23<sup>rd</sup>, June 13<sup>th</sup>, June 27<sup>th</sup>, July 11<sup>th</sup>, July 25<sup>th</sup>, August 8<sup>th</sup>, August 22<sup>nd</sup>, September 12<sup>th</sup>, September 26<sup>th</sup>, October 10<sup>th</sup>, October 24<sup>th</sup>, November 14<sup>th</sup>, November 28<sup>th</sup>, December 12<sup>th</sup>

#### Planning Commission Meeting (7:00 pm):

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

### 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.*