



THE BOROUGH OF LITTLESTOWN

MEETING OF THE COUNCIL

LITTLESTOWN LIBRARY, COMMUNITY ROOM

232 NORTH QUEEN STREET, LITTLESTOWN PA 17340

TUESDAY • MARCH 12, 2024 @ 6:30PM

Call to Order - Pledge of Allegiance

(1) Minutes

- a) February 13, 2024 Council Minutes (*action item*)

(2) Finances

- a) Payables from 02/08/24 to 03/07/24 (*action item*)
- b) Payroll from 02/08/24 to 03/07/24 (*action item*)
- c) Budget Status Report for January (*action item*)

(3) Unfinished Business

- a) PSAB Annual Conference in Hershey (*action item*)

(4) New Business

- a) Right of Way for Dedication – Clark Smith (*action item*)
- b) Hire Lindsay Snyder as Temp. Data Entry Clerk (*action item*)
- c) Headworks Improvements Project Permit and Phase 2 (*action item*)
- d) Alpha Box Cards (*action item*)
 - Water/Sewer Rate Study (*review and discussion*)
 - Transfer of Park Property (*discussion and action item*)

(5) Reports – (verbal, if any)

- a) Mayor
 - Council President Updates
 - Borough Manager/Chief of Police
 - Borough Solicitor
 - Borough Engineer
- b) Treasurer
- c) Code Officer

Reports of Boards, Committees and Commissions

- Planning Commission – Nothing to Report
- Park Committee – Craig Rosendale
- Adams County Tax Collection Committee – Brent Sheely – Nothing to Report
- York Adams Tax Bureau – David Westcott
- Council of Governments – David Westcott

Public Comment (agenda items, non-agenda items and/or all other matters of concern)

Adjourn Meeting



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2024 - MEETINGS NOTICE

The Borough Council Reorganizational meeting (6:30pm)

JANUARY 2ND

The Borough Council (6:30pm) and the Borough Authority (6:45pm) JANUARY 9TH, JANUARY 23RD, FEBRUARY 13TH, FEBRUARY 27TH, MARCH 12TH, MARCH 26TH, APRIL 9TH, APRIL 23RD, MAY 14^H, MAY 28TH, JUNE 11TH, JUNE 25TH, JULY 9TH, JULY 23RD, AUGUST 13TH, AUGUST 27TH, SEPTEMBER 10TH, SEPTEMBER 24TH, OCTOBER 8TH, OCTOBER 22ND, NOVEMBER 12TH, NOVEMBER 26TH, DECEMBER 10TH

The Planning Commission (6:30pm) JANUARY 11TH, FEBRUARY 8TH, MARCH 14TH, APRIL 11TH, MAY 9TH, JUNE 13TH, JULY 11TH, AUGUST 8TH, SEPTEMBER 12TH, OCTOBER 10TH, **NOVEMBER 14TH, DECEMBER 12TH

The Civil Service Commission (5:30pm)

JANUARY 2ND

****ALL MEETINGS ARE HELD AT THE LITTLESTOWN LIBRARY, 232 N. QUEEN ST, LITTLESTOWN PA 17340 UNLESS OTHERWISE ADVERTISED****

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.