



THE BOROUGH OF LITTLESTOWN

MEETING OF THE COUNCIL

232 N. QUEEN STREET, LITTLESTOWN PA 17340

TUESDAY • SEPTEMBER 26, 2023 @ 6:30PM

Call to Order - Pledge of Allegiance

(1) Minutes

- a) September 12, 2023, Council Minutes (**for vote**)

(2) Finances

- a) Payables from 09/08/23 to 09/21/23 (**for vote**)
- b) Payroll from 09/08/23 to 09/21/23 (**for vote**)

(3) New Business

- a) Request from Arthur Barnes – Vacant Property (**for review/consideration/vote**)
- b) Request from Ron Baird – Library – Proposed Meeting Room
- c) Update Fee Resolution (**for vote**)
- d) Cyber Security Insurance (**for review/consideration/vote**)
 - 1) Cyber Coalition Quote
 - 2) Cyber Cowbell Quote
 - 3) Cyber Quote Comparison
- e) Scantek Document Solutions Quote (**for review/consideration/vote**)
- e) Review of the 2024 Draft Budget (**Borough Manager**)

(4) Reports (verbal, if any)

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

(5) Reports of Boards, Committees and Commissions

- a) Planning Commission – 09/13/23 No action required
 - Park Committee – Craig Rosendale
 - Adams County Tax Collection Committee – Brent Sheely
 - York Adams Tax Bureau – David Westcott
 - Council of Governments – David Westcott

Recess

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

Adjourn Meeting



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2023 - MEETINGS NOTICE

Borough Council (6:30pm) and Borough Authority (6:45pm) Meetings

JANUARY 10TH, JANUARY 24TH, FEBRUARY 14TH, FEBRUARY 28TH, MARCH 14TH, MARCH 28TH, APRIL 11TH, APRIL 25TH, MAY 9TH, MAY 23RD, JUNE 13TH, JUNE 27TH, JULY 11TH, JULY 25TH, AUGUST 8TH, AUGUST 22ND, SEPTEMBER 12TH, SEPTEMBER 26TH, OCTOBER 10TH, OCTOBER 24TH, NOVEMBER 14TH, NOVEMBER 28TH, DECEMBER 12TH, DECEMBER 26TH

Planning Commission (6:30pm) Meeting

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

****ALL MEETINGS ARE HELD AT THE LITTLESTOWN LIBRARY, 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.