



# THE BOROUGH OF LITTLESTOWN

## MEETING OF THE COUNCIL

REDEEMERS CHURCH, LOWER LEVEL

107 EAST KING STREET, LITTLESTOWN PA 17340

TUESDAY • APRIL 23, 2024 @ 6:30PM

Call to Order - Pledge of Allegiance

**REVISED**

### **Public Comment for Agenda Items Only**

#### **(1) Minutes**

- a) April 9, 2024 Council Minutes (***action item***)
- b) April 17, 2024 Council Special Workshop Meeting (***action item***)

#### **(2) Finances**

- a) Payables from 04/04/24 to 04/18/24 (***action item***)
- b) Payroll from 04/04/24 to 04/18/24 (***action item***)

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

- a) Decision on the Appeal from Sraver Family Regarding Chickens (***action item***)

#### **(4) New Business**

- a) Approval of the low bidder to decommission the pool and to direct the Borough Manager to execute the contract (***action item***)
- b) Request to Use Crouse Park on May 29, 2024 for Senior Parade (***action item***)
- c) Resolution Establishing Rules & Regulations for the Conduct of Borough Meetings (***action item***)
- d) Resolution Authorizing Regulations Governing the Use of Recording Devices at Meetings (***action item***)
- e) Fee Resolution to Updating Water and Sewer Rates (***action item***)
- f) Appointment to the PSAB Resolutions and Policy Committee (***action item***)
  - Authorize CS Davidson to advertise the park improvement project for bids (***action item***)
  - Approval to change the first meeting of the month to Workshop Meetings (***action item***)

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

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

#### **(6) Reports of Boards, Committees and Commissions**

- a) Planning Commission – April 11, 2024
  - 1) Recommendation to request waivers be granted for the Historical Society Land Development plan
  - 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 for non-agenda items and/or all other matters of concern**

#### **Executive Session**

- Council will recess for an executive session to discuss potential litigation.

#### **Adjourn Meeting**



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TUESDAY • APRIL 23, 2024 @ 6:30PM

## 2024 - MEETINGS NOTICE

The Borough Council Reorganizational meeting (6:30pm) JANUARY 2<sup>ND</sup>

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

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

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The Civil Service Commission (5:30pm) JANUARY 2<sup>ND</sup>

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**\*\*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.*