

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, DECEMBER 12, 2023 – 7:00 P.M.
BOROUGH OFFICE
MINUTES**

Richard Mathews, President called the meeting to order at 7:00 P.M. He led the Pledge of Allegiance. The attendance was as follows:

BOROUGH COUNCIL MEMBERS

Present

Richard Mathews
L. Michael Wight
Bruce Carr
Kari Buterbaugh
John Schubring
David Lillard
Jessica Kraft

Absent

BOROUGH OFFICIALS, ETC

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Clifford J. Weikert, Police Chief
Zachary Rice, Borough Solicitor
Gayle Marthers, Borough Secretary

Mr. Mathews announced that Members met in Executive Session on December 12, 2023, at 6:00pm regarding a potential legal issue. No Action was Taken nor Required.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 14, 2023, REGULAR MEETING

Following brief discussion:

*** M. Wight moved; D. Lillard seconded, that the minutes of the November 14, 2023, Regular Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

No one addressed Members at this time:

ORDINANCES AND RESOLUTIONS

There were none.

MAYOR'S REPORT – R. HARRIS

- Mayor Harris asked for a moment of silence in honor of Pearl Harbor Day
- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ Civil Service Oral Examination will be conducted on December 20, 2023; there is one candidate who passed the written examination and qualified to take this exam. If he is successful, Chief Weikert intends to present the Civil Service Commission's recommendations at the January 2, 2024, Re-organization Meeting.
 - ◆ Shared that the ad for a Cadet Candidate is pending release. More to come in future meetings.
 - ◆ Shared that the department will be participating in the "Drive Sober or Get Pulled Over" Initiative. There will be more roving DUI patrols over the next several weeks.
 - ◆ New Police Cruisers are in and on-duty. Members saw a picture with the lettering style.
 - ◆ Chief Weikert thanked the community members who shared their home surveillance footage with the department; through that video, two (2) illegal hunters

were identified and arrested for allegedly poaching deer at night while shooting from a vehicle.

- ◆ Statistical Data was shared. Members accepted without comment.

- Updates:

- Sanders Square Restaurant will be closing on Sunday, December 17, 2023. Thank you for your support of the community and good luck with future endeavors.
- Announced the Santa Mailbox that will be available starting until Noon on December 15th.
- Shared information regarding the 8th Annual Holiday Meal Kit Program sponsored by the Borough. For more information, contact the Borough Office.
- Fairfield Fire/EMS Santa Ride was held on Tuesday, December 5th at 7pm.
- Fairfield Fire/EMS Breakfast with Santa was held Saturday, December 9th at 8am.
- Cookies with Santa will be held at the Liberty Worship Center, December 16th at Noon.
- Announced that Newly Elected Officials must be sworn in prior to taking their seat on January 2nd. This can be done by sending an RSVP to the Elections office for the countywide ceremony on December 29, 2023, at 1pm; or Mayor Harris will perform the ceremony at 7:00pm on January 2, 2024 just prior to the start of the Re-Organization Meeting.

- In Requiem:

- 7 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of November 2023.

- Mayor Harris finished with a Christmas and New Year Message.

FIRE/EMS/EMA REPORTS

Reports from Fountaindale Fire Department were accepted without comment.

COMMITTEE REPORTS

Planning Commission.

Mr. Wight reported that the Commission met on Monday, December 4, 2023, where they discussed the Keeping of Domesticated Chickens, Long-Term Rentals rules and regulations and Chapter 22 regarding the Subdivision and Land Development Rules.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for November 2023.

Following brief discussion:

***M. Wight moved, K. Buterbaugh seconded, that Council accept the November 2023 Treasurer's Report as presented. Motion passed unanimously.

FY2024 Budget

Mr. Hazlett presented for approval; the budget as agreed to at the Joint Meeting of the Borough Council with the Finance Committee held on October 17, 2023. He further reviewed Ordinance #6-2023 outlining the proposed .25mil tax increase. Following much discussion that centered on Dr. Schubring questioning the need for the tax increase due to not having a full complement of officers on duty.

***J. Kraft moved; M. Wight seconded that Borough Council authorize the adoption of the 2024 FY Budget in accordance with PA State Borough Code requirements. Motion passed with a 6-1 vote; Dr. Schubring voted no.

***M. Wight moved; J. Kraft seconded that Borough Council adopt Ordinance #6-2023: Real Estate Tax Rate for the Year 2024 setting the rate for Real Estate at 2.75mils. Motion passed with a 5-2 vote: Dr. Schubring and Mrs. Buterbaugh voted no.

***M. Wight moved; J. Kraft seconded that Borough Council adopt Resolution # 15-2023: Dedicated Tax for Fire & EMS Services setting the rate for Real Estate at .25mils. Motion passed unanimously.

2022 Reorganization Meeting.

As required by the Pennsylvania Borough Code; the Council must meet on the first Monday in January following an election year to reorganize. Following brief discussion:

***M. Wight moved; B. Carr seconded that Council authorize the advertising of the Bi-Annual Reorganization Meeting for Tuesday, January 2, 2024, at 7:00pm prevailing time as required by PA Borough Code. Motion passed unanimously.

Capital Purchase Request.

Mr. Hazlett reviewed the memorandum of December 8, 2023, outlining the proposed purchase of Samsung Galaxy Tablets for the Elected Officials. Following brief discussion:

*** K. Buterbaugh moved, J. Schubring seconded to approve the purchase of 8 Samsung Galaxy Tablets Model SM-X200 with cases to be set-up and monitored by the Borough IT company, Treysta Technology Management at a cost of \$4,227. Motion passed unanimously.

Committee Reappointments.

Members discussed memorandum dated December 8, 2023, listing the committee members whose terms expire the end of 2023. Mr. Hazlett requested permission to advertise for steering committee members to discuss the potential use of the newly acquired 17-acre parcel. Members agreed by consensus to have Mr. Hazlett advertise for said committee; and agreed to review the various committees of the Borough and their respective duties for more discussion at the Re-Organization meeting in January.

UNFINISHED BUSINESS

Grant Funding Updates.

Members reviewed and accepted the written report supplied by Marissa Price of GMS Funding Solutions outlining the various grants being managed by her agency.

8 Fawn Trail – Exception for Chicken Coup.

The property owners were unable to attend the meeting; therefore, the issue was tabled.

OPEN TO THE PUBLIC

No one addressed Members at this time:

Dave Hazlett thanked Jessica Kraft and Kari Buterbaugh for their service to the Community through Council Membership as this was their last meeting.

ADJOURNMENT

The meeting adjourned at 7:55 P.M. via a motion by M. Wight and seconded by D. Lillard that passed unanimously.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 4 and made a part of the Official Minutes.