

**BOROUGH OF CARROLL VALLEY  
SPECIAL COUNCIL MEETING  
TUESDAY, JUNE 1, 2004 – 7:00 P.M.  
BOROUGH OFFICE**

**MINUTES**

Council President Laura L. Scudder called the meeting to order at 7:00 P.M. She led the Pledge of Allegiance. The attendance was as follows:

**BOROUGH COUNCIL MEMBERS**

**Present**

Laura L. Scudder, President  
Roger W. Butt, Vice President  
Kristin S. Jones  
N. Kenneth Lundberg  
Raymond Rabenold  
Steven J. Semiatin  
Thomas P. Wolf

**BOROUGH OFFICIALS, ETC.**

James R. Becraft, Mayor  
Hilary R. Fortenbaugh, Borough Manager  
Barbara M. Hertz, Borough Secretary  
Howard Rodriguez, Zoning Officer  
Thomas R. Campbell, Solicitor

**WORKSHOP**

The Council held a work session to review the Preliminary Development Plan of “The Crest”. No action was taken during this session, which lasted until 8:20 P.M.

**COUNCIL MEETING**

**NEW BUSINESS**

**Appointment of Alternate Sewage Enforcement Officer.**

Mrs. Fortenbaugh said she received a letter from Brad Sanders who is interested in serving as an SEO for Carroll Valley. She said Dave Smith has had surgery and cannot be digging holes for a while. Currently the alternate SEO is Paul Sauers. Mr. Sanders would charge the same fees as Dave Smith. The Borough Manager asked Council to approve a resolution appointing Brad Smith as an additional alternate SEO.

\*\*\*K. Lundberg moved, K. Jones seconded, that Council adopt a resolution to appoint Brad Sanders as an alternate Sewage Enforcement Officer. Motion carried unanimously.

**Establish new position of Assistant Sewage Plant Operator/Municipal Services Laborer**

Mrs. Fortenbaugh stated that Dick Walter has been helping Rich Cool, the Sewage Plant Operator. This is a seven-day per week job. She has a man with a Sewer Operator’s license who is interested. The license is not what is needed for a Sewage Plant Operator but he could be trained and upgraded for this position.

Ms. Scudder asked about the pay rate. Mrs. Fortenbaugh said it is set by the Union Contract at \$12/hour. He would be a 40-hour per week employee. If needed at the plant he would be there, otherwise he would work with Municipal Services. Mrs. Fortenbaugh said he could operate some equipment.

Mr. Wolf asked what the total cost of this full-time position would be with benefits and where would the money come from. Mrs. Fortenbaugh said she would find it in the budget, there is a little surplus and some transfers can be made. Mr. Lundberg said if the Borough Manager could include the position in the budget he was in favor. Mr. Butt said the wages would then be budgeted as a line item and no longer surplus. Mrs. Fortenbaugh agreed that next year it would be part of the budget. She said there might be instances when Dick Walter would be needed and would not be terminated.

\*\*\*K. Lundberg moved, S. Semiatin seconded, that Council approve the creation of the position of Assistant Plant Operator/MS Laborer. Motion carried unanimously.

Ms. Scudder asked if Council wanted to go through the normal hiring procedure to fill the new position. The Borough Manager said that it is up to her to fill such positions unless they are managerial.

Consensus was to have the Borough Manager fill the just established position.

#### **ADJOURNMENT**

The meeting was adjourned at 8:33 P.M.

#### **ATTENDANCE REGISTER**

The Attendance Register for this meeting is attached hereto, numbered as Page 3 and made a part of the Official Minutes.

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Barbara M. Hertz, Borough Secretary