

**BOROUGH OF CARROLL VALLEY
FINANCE COMMITTEE
SPECIAL MEETING
Monday, May 2, 2005
BOROUGH OFFICE**

MINUTES

Chairperson T. Wolf called the meeting to order at 2 PM. Those in attendance were:

COMMITTEE MEMBERS:

Thomas Wolf, Chm.
Gordon Lamb
James Becraft
Roger Butt

BOROUGH OFFICIALS:

David A. Hazlett
Borough Manager
Richard Hileman
Chief of Police
Gayle Marthers
Recording Secretary

Absent:

OTHERS:

L. Scudder
Borough Council President

ITEM #2.0-OPEN TO THE PUBLIC

No one from the public was in attendance.

ITEM #3.0-APPROVAL OF MINUTES FROM FEBRUARY 10, 2005

The Minutes were distributed for review.

ACTION- A Motion to approve the Minutes as presented was made by J. Becraft, and seconded by G. Lamb. The Motion carried with R. Butt abstaining due to non-attendance at the April 7, 2005 meeting.

As Council President Scudder was present for the expressed purpose of discussion of Item 6.0; it was moved forward on the agenda.

ITEM #6.0 REVIEW OF SKI LIBERTY PROPOSAL:

Mr. Wolf outlined a draft agreement between Liberty Mountain Resort and Carroll Valley Borough that proposes payments totaling \$1,250,000 in annual installments of \$25,000 for the next 50 years. The first payment will be paid on or before May 31, 2005. In return, Liberty Mountain Resort has asked for continued rights to draw water from Lake Kay. Liberty Mountain Resort has been permitted to draw water from Lake Kay as needed since the passage of Resolution 6-82. The following concerns were discussed:

- A. An independent entity should be appointed to monitor water level so that in time of drought; safety is paramount.
- B. In Item #1 of the agreement should the language read “no less than \$25,000”?

- C. Ask Liberty Mountain Resort representative, Eric Flynn, for a letter stating that the acceptance agreement does not negate future monetary endeavors or projects that are mutually beneficial.
- D. Additional language added that the agreement is binding for Liberty Mountain Resort and its successors.

Chm. Wolf called for a brief recess of the Finance Committee meeting in order for the Ski Liberty Negotiating Committee to review the concerns of the Finance Committee.

Chm. Wolf brought the Finance Committee to order after a 5 minute recess. Mr. Wolf stated that the Ski Liberty Negotiating Committee recommended acceptance of the agreement with noted concerns being addressed by the borough solicitor.

ACTION: Upon recommendation of the Ski Liberty negotiating committee, a Motion was made by G. Lamb and seconded by J. Becraft that subject to the revisions/recommendations made by our solicitor, the Finance Committee recommends that Borough Council accept the agreement between Liberty Mountain Resort and Carroll Valley Borough with a caveat addressing concerns A, B & D listed above. The motion passed unanimously.

D. Hazlett was asked to contact borough solicitor, Thomas Campbell, with the issues outlined and to have the agreement ready by the Borough Council Meeting scheduled for May 10, 2005.

Item #7 was also moved forward on the agenda in order to allow Council President L. Scudder to be part of the discussion.

ITEM #7.0 – OLD BUSINESS:

7.1 – Discussion of Pillow Tax: T. Wolf reported on the information provided by Theresa Adamik, Adams County Treasurer. J. Becraft offered explanation of the past and current allocation amounts. After discussion, the Finance Committee consensus was to discontinue work on this topic. D. Hazlett was asked to forward a letter of thanks to Ms. Adamik for her attention to this matter.

J. Becraft shared information reported in the April 13, 2005 edition of the Gettysburg Times where Mr. Ted Streeter, Gettysburg Borough Council President, is asking for support of a 1% flat rate pillow tax. This issue must be brought before the state legislators in order to see changes in the law. It was the consensus of the Finance Committee that the borough continue to follow the issue and offer support when appropriate.

Non-agenda item discussed: Fines Collection at the County Level:

Police Chief R. Hileman provided information regarding the amount of fine monies received by the borough. Chief Hileman explained that the fine money received from the county level has been determined and distributed by the Clerk of Courts. Recently, the administrative offices of the Pennsylvania Courts assumed responsibility of this process. A new computerized distribution software system was installed and the first amount distributed to the borough was considerably greater. There are on-going queries to determine if the county Clerk of Courts distributions were flawed. If errors are found, the county may owe the borough compensation.

At this time Chm. Wolf returned to agenda with item #4.

ITEM #4.0-AVAILABILITY OF FUNDS FOR PREPARATION OF PLANS FOR NEW MUNICIPAL BUILDING (3 Estimates Attached):

Committee consensus was that the documents provided were very difficult to follow. Mr. Lamb enumerated 3 areas that should have been present in each of the estimates. Unfortunately none of the documents received allowed easy access to the figures requested. D. Hazlett agreed and offered the results of his intense scrutiny of the 3 estimates. Mr. Hazlett offered that Estimate #3 from the Black Engineering firm was most on target and that of the three (3), they were the only firm to meet with borough representatives. Mr. Hazlett stated that he called each of the other companies in order to correctly interpret the bottom line figures for the preliminary feasibility study: Two of the estimates submitted represented 2 companies; one being an engineering firm and the second an architectural firm as noted below.

Estimate #1: C.S. Davidson, Inc. /Read & Company Architects

Engineer: \$ 7,230
Architect: 19,670
Total: \$26,900

Estimate #2 HRG, Herbert, Rowland & Grubic, Inc. /Gary W. Shaffer, Architect

Engineer: \$12,300
Architect: 8,000
Total: \$20,300

Estimate #3 Dennis E. Black Engineering, Incorporated

Engineer
& Architect: \$ 7,000
Total: \$ 7,000

After discussion, it was the consensus of the Finance Committee that based upon committee review of the three (3) estimates provided, funds for a feasibility study up to \$10,000 is to be made available in the form of a loan from the Capital Improvements Fund. This loan may be able to be paid by grant monies. Research must be done to establish availability of such a grant.

ITEM #5.0 – Development and Approval of Budget Calendar for 2006:

D. Hazlett presented the Budget Calendar for the 2006 Budget year. Mr. Hazlett expressed confidence that the Budget could be produced as scheduled.

Concerns:

1. Personnel Policy Manual
2. Personnel Study including a re-evaluation of positions
3. Sewer & Water Authority issues including lease agreement
4. Roads Budget

D. Hazlett stated that he would address as many issues as possible through the budget process; however, the personnel policy manual may be too large a project to complete during the budget process.

ITEM # 8.0 – NEW BUSINESS:

8.1 – Adelpia Contract : Solicitor Thomas Campbell has reviewed and offered some changes in language. Finance Committee suggested that the fees remain static while in the extension period. D. Hazlett outlined correspondence received from an attorney regarding the bankruptcy. After discussion, committee asked D. Hazlett to contact Mr. Campbell regarding the fee issue.

8.2 – Revenue & Expenditure Figures for April: B. Hertz explained the new look of the report. Tax collections are a little ahead of the budget projections. After review, the committee accepted the report as presented.

ITEM #9.0-OPEN TO THE PUBLIC

No one from the public was in attendance.

ITEM #10.0-ADJOURNMENT

There being no further business a motion to adjourn was made by G. Lamb and seconded by R. Butt. Motion carried unanimously, Chm Wolf adjourned the meeting at 3:55pm.

Gayle R. Marthers, Recording Secretary