

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
Of BOROUGH COUNCIL  
TUESDAY, OCTOBER 11, 2016 – 7:00 P.M.  
BOROUGH OFFICE  
MINUTES**

Janis Ashman, President 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**

Janis Ashman, President  
Bruce Carr  
Sarah Skoczen  
N. Kenneth Lundberg  
Robert Tyler Pyles  
Thomas Fitzsimmons  
Dan Patton

**Absent**

**BOROUGH OFFICIALS, ETC.**

Ronald J. Harris, Mayor  
David A. Hazlett, Borough Manager  
Gayle R. Marthers, Borough Secretary  
Richard L. Hileman, Police Chief  
David E. Baker, Code Enforcement Officer  
Samuel Wiser, Borough Solicitor

**CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 13, 2016 REGULAR MEETING**

Following brief discussion.

\*\*\* R. Pyles moved, K. Lundberg seconded, that the minutes of the September 13, 2016 Regular Council meeting be approved as submitted. Motion passed unanimously with Mr. Patton abstaining due to absence.

**OPEN TO THE PUBLIC**

Steve Sites	19 Hickory Trail, Carroll Valley	Regarding Keeping of Chickens
Adam Wine	15 Diane Trail, Carroll Valley	Regarding Keeping of Chickens
Frank Buhrman	4 Crossland Trail, Carroll Valley	Regarding Keeping of Chickens
Robert Verderaime	12 Linda Trail, Carroll Valley	Regarding Keeping of Chickens
George Fisanich	7 Snow Plow Trail, Carroll Valley	Regarding Keeping of Chickens

During the lengthy public session:

- Mr. Patton explained the efforts taken by Council on this subject over the past including the 2012 proposed ordinance that failed to be passed.
- Mr. Wiser, Borough Solicitor explained the proper procedure for a topic such as this to be deliberated again by Council
- Mr. Wiser explained Deed Restrictions; how they influence Municipal Ordinances and their enforcement.
- Chief Hileman explained the methods used by the Borough for Emergent Notifications related to weather, safety or civil situations.
- Mr. Hazlett confirmed the Borough use of an email list to notify all subscribers of issues pertinent to the community.

- Mr. Wiser explained the Proposed Ordinance #2-2016 and how it addresses the enforcement of current ordinances or zoning regulations

## **ORDINANCES AND RESOLUTIONS**

No actions

## **MAYOR'S REPORT – R. HARRIS**

Mayor Harris provided updates or follow-ups for the following:

- Police Report
  - Child Safety Seat Detail and Awareness
  - Unbelted Teen Drivers Initiative
  - Drug Take Back Program – 10/22/2016
- Presented a Visual Update on the Municipal Building Project. Special thanks extended to Charles Haynes for his sharing of aerial photos from his drone.
- Borough highlight of the month: Transient Retail Businesses... When Someone Knocks....
  - Ask for ID and Borough Permit
  - Report ALL Suspicious Activity ... Call 911
- Updates
  - Yard Sale to benefit the Carroll Valley July 4<sup>th</sup> Celebration: September 24, 2016 at Liberty Mountain Parking Lot
  - Pippinfest was held the weekend of September 24<sup>th</sup> and 25<sup>th</sup>
- Announced:
  - PSAB Conference: October 14<sup>th</sup> through the 16<sup>th</sup> at Gettysburg Wyndam Hotel
  - Trick-or-Treat: Monday, October 31, 2016 from 6pm – 8pm
  - General Election: Tuesday, November 8, 2016
    - District 1 will vote at the Former ACNB Building on Sanders Road
    - District 2 will vote at the Borough Office
  - Veterans Day: November 11, 2016
  - CVCA Holiday Gala: Friday, December 9, 2016 @ 6:30pm at Liberty Mountain Resort. Tickets \$35/person
- Shared a list of the upcoming meetings and events
- In Requiem:
  - 15 Officers from various cities across the US were honored for their bravery following their being Line-of-Duty deaths during the month of September 2016.

## **FIRE/EMS/EMA REPORTS**

Report of Calls was received from Fairfield Fire/EMS and Fountaindale. No further report.

## **COMMITTEE REPORTS**

### **Finance Committee.**

Mayor Harris reported:

- 2016 Budget Review
- 2017 Proposed Budget was reviewed
  - No Tax Increase
  - Invited Public to attend Budget Workshop on Tuesday, October 18, 2016

## **ADMINISTRATIVE BUSINESS – BOROUGH MANAGER**

### **Treasurer's Report for September 2016.**

Following brief discussion:

\*\*\* D. Patton moved, K. Lundberg seconded, that Council accept the September 2016 Treasurer's Report as presented. Motion passed unanimously.

**Municipal Equipment/Property Disposal.** Mr. Hazlett presented Bid Tabulation for the list of items for disposal by the Borough and requested Council accept the bids. Following discussion:

\*\*\* T. Fitzsimmons moved; B. Carr seconded that all bids be accepted and that Borough staff be authorized to dispose of municipal equipment and property. Motion passed unanimously.

**2017 Liquid Fuels Allocation.** Mr. Hazlett shared the estimated Liquid Fuels Allocation of \$234,248.34 for 2017.

**Resident Petition of September 2016.** Members reviewed the petition signed and submitted by residents of Field Trail regarding the use of Chip Seal to maintain their roadway. Following much discussion Council asked that Mr. Hazlett prepare and send a letter to each resident addressing the petition that includes the following sentiments:

- Field Trail was not scheduled for maintenance in 2016
- Borough Staff will do their best to notify Council and Residents of pending roadwork; however, they cannot guarantee notification
- Include information regarding the Chip Seal Program for road maintenance

**Capital Purchase of Bucket Truck.** Mr. Hazlett outlined the budgeted capital expenditure for the replacement of the Borough Bucket Truck. Following brief discussion:

\*\*\* K. Lundberg moved; R. Pyles seconded that Council approve the Budgeted Capital Expenditure of \$20,900 for the purchase of a 2001 GMC 3500HD Bucket Truck with the trade-in of a 1997 Ford Bucket Truck valued at \$5,000 ending in an expense of \$15,900. Motion passed unanimously.

## UNFINISHED BUSINESS

### Municipal Building Project

- Mr. Hazlett explained the Change Order Request #3 regarding the Light Poles as submitted by Lobar Associates. Following brief discussion:  
\*\*\*K. Lundberg moved; T. Fitzsimmons seconded that Council affirm the Change Order Request #3 at a cost of \$2,709.09. Motion passed unanimously.
- October 2016 Update prepared by Mr. Hazlett was reviewed and accepted including an update from Amy Kauffman of GMS Funding Solutions
- Benedict Dubs, Murray Associates provided a detailed update on the building progress, which is on schedule at this time.

**Keeping of Chickens – Ordinance #2-2016.** Ms. Ashman introduced the Ordinance and clarified that action was required to advertise the ordinance.

\*\*\*K. Lundberg moved; motion failed for lack of a second.

**Borough Committee Structure & Mission Statements.** Information was provided for review. No further discussion.

## NEW BUSINESS

**Ordinance #3-2016: Enforcement Related to Grass & Weeds.** Mr. Hazlett outlined the proposed ordinance that would correct the penalty portion of the current ordinance to align it to the PA State Law. Mayor Harris asked that verbiage in the document be changed to include "by civil action" in addition to the term "in assumption". Following brief discussion:

\*\*\*K. Lundberg moved; T. Fitzsimmons seconded that Ordinance #3-2016: Enforcement Related to Grass and Weeds be advertised according to PA Borough Code as amended. Motion passed unanimously.

Further discussion ensued concerning the mission for the various committees and their effectiveness. Mr. Hazlett agreed to share a 2014 Committee Structure Study that he prepared and never adopted. Consensus was to include this topic on the next agenda for additional discussion.

### **OPEN TO THE PUBLIC**

The following citizens addressed Council at this time:

- Frank Buhrman      4 Crossland Trail, Carroll Valley      Regarding the new municipal building as a possible voting location for both precincts.

Mr. Hazlett shared that there will be special arrangements made with the Contractor to have a larger portion of the parking lot available on Election Day.

Mr. Hazlett asked for clarification regarding the enforcement of the Keeping of Chickens. Mr. Pyles started the discussion with the following motion:

\*\*\*R. Pyles moved; T. Fitzsimmons seconded that Council suspend all discussion on the issue of Chickens until Planning Commission completes the re-write of the Borough Zoning Ordinance located in Chapter 27 of the Borough Code of Ordinances.

Discussion continued whereby Mr. Patton suggested that there be a public survey completed requesting input on the Keeping of Chickens. Upon agreement by Mr. Pyles and Mr. Fitzsimmons, the motion was amended to include the requirement to survey the citizens regarding the Keeping of Chickens. Motion passed unanimously.

Mr. Pyles requested and received an update on the committee meetings and the written reports for Council. Ms. Marthers stated that the committees that have met since the request was made have easily complied. The Finance committee is considering an alternative meeting day in order to be able to comply. She further stated that Council would be asked to review and approve all Committee schedules and Holiday schedules at the December 2016 meeting.

### **ADJOURNMENT**

The meeting adjourned at 9:45 P.M.

### **ATTENDANCE REGISTER**

The Attendance Register is attached, numbered Page 5 and made a part of the Official Minutes.