

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
Of BOROUGH COUNCIL
TUESDAY, FEBRUARY 14, 2017 – 7:00 P.M.
BOROUGH OFFICE
MINUTES**

Sarah Skoczen, Vice 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

Sarah Skoczen
Bruce Carr
Robert Tyler Pyles
N. Kenneth Lundberg
Thomas Fitzsimmons
Dan Patton via teleconference

Absent

BOROUGH OFFICIALS, ETC.

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

APPOINTMENT OF COUNCIL MEMBER

Mr. Wiser, Borough Solicitor explained the procedure. Candidates who were present had the opportunity to address the Members; followed by a brief question and answer period with Members. Ms. Skoczen asked for nominations with the following results:

Mr. Fitzsimmons nominated Mr. Robert Verderaime for the position of council member; Mr. Pyles nominated Mr. David Lillard for the position of council member. S. Skoczen moved; K. Lundberg seconded that the nominations be closed. Motion passed unanimously.

As the first nominee, Members were asked to cast their vote aloud for Mr. Robert Verderaime with the following results:

K. Lundberg:	No	T. Pyles:	No
S. Skoczen:	No	B. Carr:	Yes
T. Fitzsimmons:	Yes	D. Patton:	Yes

Having no majority; the Members were asked to cast their vote aloud for David Lillard with the following results:

K. Lundberg:	Yes	T. Pyles:	Yes
S. Skoczen:	Yes	B. Carr:	No
T. Fitzsimmons:	No	D. Patton:	No

Having no majority, and no hearing no other nominations, Mr. Wiser explained that the vacancy board consisting of the Vacancy Board Chair Mr. Buhrman plus the Members of Council would make the appointment. This special meeting of the Vacancy Board must convene within fifteen (15) days. Upon review of the schedules, dates of February 20 and 21, 2017 were proposed. Mr. Buhrman will be notified and Borough Staff will do all appropriate advertising.

Members thanked all who submitted letters of interest and encouraged them to become involved by joining a Borough Committee.

CONSIDERATION OF THE MINUTES OF THE JANUARY 10, 2017 REGULAR MEETING

Following brief discussion where it was noted that the name of Mr. Michael Wight was misspelled;

*** K. Lundberg moved, R. Pyles seconded, that the minutes of the January 10, 2017 Regular Council meeting be approved as amended. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE JANUARY 18, 2017 SPECIAL MEETING

Following brief discussion where it was noted that the name of Mr. Michael Wight was misspelled;

*** K. Lundberg moved, R. Pyles seconded, that the minutes of the January 18, 2017 Regular Council meeting be approved as amended. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE JANUARY 24, 2017 SPECIAL MEETING

Following brief discussion;

*** K. Lundberg moved, T. Fitzsimmons seconded, that the minutes of the January 18, 2017 Regular Council meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

William Jacobs, Chief Fairfield Fire-EMS

John Waters, Chief Fire Marshal, Upper Merion Township

Richard Nelson, 31 Hickory Trail, Carroll Valley

Support of Sprinkler Ordinance

PowerPoint in support of Sprinkler Ordinance

Expressed Thanks for the Council Packet being

Posted on-line

ORDINANCES AND RESOLUTIONS

There were none

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Thefts are elevated due to ski season
 - Request for Capital Purchase of two (2) replacements for the 2008 patrol vehicles:
- ***R. Pyles moved; K. Lundberg seconded a motion to authorize the Chief of Police to expend up to the Capital Budgeted amount of \$93,000 for two (2) replacements for the 2008 patrol vehicles. Additional discussion ensued resulting in the following points being made:
 - State Budget Concerns
 - Fairfield Borough Contract Renewal Negotiations
 - Regional/Adjacent municipal policing
 - Request for additional information, quotes and specifications
 - Sale/Trade Value of current vehicles
- At this time; Mr. Pyles rescinded his motion and recommended tabling the discussion to allow the Chief to provide additional information.
- Presented a Visual Update on the Municipal Building Project.
- Updates
 - PA Drivers License can be used to enter a Federal Building and will be valid to board a flight until June 5, 2017.
 - Adams County Borough's Association Meeting: 01/16/2017
 - Appreciation Award presented to Andy Strausbaugh of Carroll Valley for his 33 years of service to the Borough's Association many of those years as its treasurer.
 - Attended Fountaindale Fire Company Banquet

- The 3rd Annual Daddy Daughter Dance; “A Fairy Picnic” to benefit the July 4th Celebration was held on Saturday, February 11, 2017. Approximately 130 young ladies in attendance.
- Reminded citizens that Washington Township Transfer Station accepts Electronic Devices for recycling.
- Announced:
 - “Goodbye and Farewell” for the current Borough Building @ 10am Saturday, February 18, 2017.
 - Ribbon Cutting for the new Borough Building @ 11am Tuesday, February 28, 2017.
 - Fairfield Fire-EMS Awards Banquet scheduled for Saturday, March 11, 2017.
 - Fairfield High School Fundraiser Bingo scheduled for Sunday, March 12, 2017 to be held at the Blue Ridge Sportsman Club.
- 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 January 2016.

FIRE/EMS/EMA REPORTS

Reports reviewed in packet.

COMMITTEE REPORTS

Parks, Recreation and Environmental Advisory Committee.

Although this committee did not meet, Mr. Carr provided a brief update on the Borough Fishing Derby scheduled for Saturday, April 22, 2017.

Planning Commission.

A written Report provided for packet; Mr. Lillard reviewed report and was available for questions.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer’s Report for December 2016.

Following brief discussion:

***K. Lundberg moved, B. Carr seconded, that Council accept the January 2016 Treasurer’s Report as presented. Motion passed unanimously.

Yard Waste Debris Removal. Mr. Hazlett reviewed his memorandum of February 9, 2017 requesting an allocation to engage the services of Ground Solutions, Inc. of Waynesboro, PA to remove the large amount of debris at a cost of \$8,500.00 through a reallocation of funds from account 01.492.300 to 01.430.300. Discussion included:

- Purchase/Lease of grinding equipment has a potential cost of \$200,000 - \$300,000
- Possible creation of new regulations governing who discard debris; i.e. resident vs. contractor
- Possible purchase of security cameras with an estimated cost of \$5,000
- Possible pre-registration of those using the drop-off area
- Possible user-fees

***K. Lundberg moved; D. Patton seconded that Council authorized Borough Staff to engage the services of Ground Solutions for the removal of the brush in the drop area immediately and then further engage in discussion regarding a multiple year contract for said services. Motion passed unanimously.

Further discussion of policy and regulatory measure was tabled for another meeting.

Sanitary Sewer Capital Project. Mr. Hazlett reviewed his memorandum of February 9, 2017 request the reclassification of Capital funds in the amount \$20,000 for the clarifier project to the Carroll Commons Pump Station with a total cost of \$17,198.12. Borough Staff has determined that the clarifier project may have an alternate viable solution and that the rehabilitation of the Pump Station located in Carroll Commons has moved to the top of the priority list. Following discussion:

***T. Fitzsimmons moved; K. Lundberg seconded that Council authorize the Reclassification of Capital Funds from the Clarifier Project to the Carroll Commons Pump Station as outlined. Further, authorize Borough Staff to engage the services of PSI to install new pump station equipment at the cost of \$9,596.00; engage the services of Ketterman Electric to provide all electrical installation at a cost of \$ 2,655.00; and approve the purchase of project parts at a cost of \$4,978.12. Motion passed unanimously.

UNFINISHED BUSINESS

Municipal Building Project

- Mr. Hazlett reviewed the February Building Report
- Request to Purchase:
 - Monitors at a cost of approximately \$ 4,324.85
 ***K. Lundberg moved; R. Pyles seconded that Council authorize the purchase of 7 monitors of various sizes with appropriate mounting hardware not to exceed \$4,500.00. Motion passed unanimously.
 - WiFi and related IT System at a cost of \$18,572.98. Chief Hileman reviewed the memorandum of February 9, 2017 outlining the required three (3) quotes and related services. Following discussion:
 ***K. Lundberg moved; R. Pyles seconded that Council engage the services of Advanced Computer Concepts (ACC) to supply and install a server system for the Access Control System and for the Wi-Fi access at a cost not to exceed \$18,572.98. Motion passed unanimously.
 - Building Plaque at a cost not to exceed \$800.00. Mr. Hazlett reviewed his memorandum dated February 9, 2017 and following discussion:
 ***B. Carr moved; K. Lundberg seconded that Council authorize the purchase of a Building Plaque with outlined verbiage in cast aluminum at a cost not to exceed \$700.00. Motion passed unanimously.
 - Fire Alert System monitoring Contract. Mr. Hazlett reviewed the requirements of the fire alert system monitoring. As the system was included in the Building Project Bid process; it is a Siemens product and therefore requires their proprietary monitoring. The contract price negotiated by Borough Staff and reviewed by the solicitor is at a cost of \$440/year. It was the opinion of the Solicitor that the confidentiality statement be changed and that the contract be reduced to one year. Siemens Industry, Inc. was amenable to this and the contract was marked appropriately.
 ***T. Fitzsimmons moved; R. Pyles seconded that Council authorize Borough Staff to enter into a contract with Siemens Industry, Inc. for a one year renewable contract for Fire Alert System monitoring at a cost of \$440.00 with the change in confidentiality verbiage as noted by Solicitor Sam Wiser. Motion passed unanimously.
 - Adams County Library Lease. Mr. Wiser reviewed the changes that have been proposed by the Library Board of Directors. Following brief discussion:
 ***T. Fitzsimmons moved; K. Lundberg seconded that Council authorize the execution of the revised Lease with the Adams County Library System as presented. Motion passed unanimously.

- By consensus, Members agreed to table discussion regarding Murray Associates request for additional fees.

NEW BUSINESS

Public Safety Committee. Mayor Harris announced the cancellation of the February meeting of the Public Safety Committee due to the office move project.

Mr. Hazlett notified the Council of his intent to close the Borough Offices to the public from Tuesday, February 21, 2017 through Tuesday, February 28, 2017 for the moving of the office documents and equipment. All employees will be working and permitted to dress casually; phone calls will be answered as they can; messages will be regularly checked and calls returned. As always, anyone presenting at the office with business will be helped to the best of our ability. We thank the Council and the public for their continued support during this move.

Mr. Hazlett asked for permission to advertise for sale any surplus inventory via Municibid; an on-line municipal bidding website. Following brief discussion regarding the items available: Members agreed by consensus to allow the surplus inventory to be advertised and sold via Municibid in accordance with Pennsylvania Borough Code.

OPEN TO THE PUBLIC

No One addressed Council at this time.

ADJOURNMENT

The meeting adjourned at 8:52 P.M.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 6 and made a part of the Official Minutes.

Gayle R. Marthers, Borough Secretary