

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
Of BOROUGH COUNCIL
TUESDAY, SEPTEMBER 12, 2017 – 7:00 P.M.
BOROUGH OFFICE
MINUTES**

Sarah Skoczen, President called the hearing to order at 7:00 P.M. She led the Pledge of Allegiance. The attendance was as follows:

BOROUGH COUNCIL MEMBERS

Present

Sarah Skoczen
David Lillard
Robert Tyler Pyles
N. Kenneth Lundberg
Dan Patton
Thomas Fitzsimmons
Dan Patton
Bruce Carr

Absent

BOROUGH OFFICIALS, ETC.

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Amanda Bell, Asst. Borough Secretary
Richard Hileman, II, Police Chief
David E. Baker, Code Enforcement Officer
Simon Gemerek, Borough Solicitor

Ms. Skoczen read the following Executive Session announcement: “Immediately following the regular meeting on Tuesday, August 15, 2017 there was an Executive Session to discuss Borough business which, if conducted in public, could lead to the disclosure of confidential information or matters related to the conduct of an official investigation.”

CONSIDERATION OF THE MINUTES OF THE AUGUST 15, 2017 REGULAR MEETING

*** D. Patton moved, K. Lundberg seconded, that the minutes of the August 15, 2017 Regular Council meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

No one addressed Council at this time

ORDINANCES AND RESOLUTIONS

Ordinance # 3-2017: Addendum to the Joint Municipal Agreement for Law Enforcement Services with the Borough of Fairfield. With no discussion;

***R. Pyles moved, D. Lillard seconded that Council approve Ordinance #3-2017: Addendum to the Joint Municipal Agreement for Law Enforcement Services with the Borough of Fairfield as submitted. Motion passed unanimously.

MAYOR’S REPORT – R. HARRIS

- Police Report
 - Chief Hileman announced with regret that Patrolman Nathan Graft is leaving police department.
 - Reviewed a Memorandum requesting that Council direct the Civil Service Commission to produce a list of eligible candidates for the position of full-time Patrolman. After lengthy discussion:

***D. Patton moved, K. Lundberg seconded that Members direct the Civil Service Commission to produce a list of eligible candidates for the position of Patrolman (Full Time) with a proposed starting range of \$43,500 - \$47,639.

Council member D. Patton suggested that the administration do the following; review all job descriptions and update, create a pay scale for the job description, and put performance evaluations in place so when an employee is eligible for a pay increase there is backup. Council requested that the items listed above be completed by June 1, 2018. Mr. Hazlett stated that in order to better manage the budget he would have all documentation completed by January 1, 2018.

- Police Car Laptop Grant
- Announced:
 - West Nile Virus – Mosquitos in Carroll Valley have tested positive.
 - Fairfield Boy Scout Troop 76 – Quarterly Court of Honor.
 - Adams County TV & Computer Drop-off: 350 vehicles participated
 - Senator Alloway is sponsoring a Concealed Carry Seminar on Saturday, September 30 from 9am – 11am at the Fairfield Fire Company. 200 participant maximum and pre-registration is required. Contact Mayor Harris for more information.
- Shared a list of the upcoming meetings and events
- In Requiem:
 - 14 Officers from varies cities across the US were honored for their bravery following their being Line-of-Duty deaths during the month of August 2017.

FIRE/EMS/EMA REPORTS

Reports reviewed in packet.

COMMITTEE REPORTS

Parks, Recreation and Environmental Advisory Committee. Members reviewed the written report provided to Council which was accepted.

Planning Commission. Mr. Lillard provided a brief verbal update on the progress of Chapter 27: Zoning.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for August 2017

Following brief discussion:

*** B. Carr moved, K. Lundberg seconded, that Council accept the August 2017 Treasurer's Report as presented. Motion passed unanimously.

2018 Minimum Obligation (MMO). As per Act 205 of 1984, the Minimum Obligation form for the Borough pension plan was presented and accepted by Council.

2016 Liquid Fuels Audit. Mr. Hazlett stated that the Department of the Auditor General reviewed the Liquid Fuels Fund for the fiscal year of 2016 and found no errors. The document was received and accepted by Members by consensus and Mr. Hazlett thanked the accounting staff for a job well done.

Capital Reserve Purchase. Members reviewed the documentation and Mr. Hazlett reported that the equipment outlined is a budgeted Capital Purchase. The total purchase cost is \$9,000 more than the budgeted cost he asked that Members approve the request. When questioned Mr. Hazlett stated that the extra \$9,000 would be reallocated within the Capital Reserve Fund.

Following brief discussion:

***T. Fitzsimmons moved and K. Lundberg seconded that the Council approve the Capital Reserve Purchase of a 2017 John Deere 6110M roadside mower in the amount of \$146,966.56 for the Municipal Services Department as requested. Motion passed unanimously.

UNFINISHED BUSINESS

Municipal Building Project

- By consensus, Members agreed to table discussion regarding Murray Associates request for additional fees following discussion about the issue.
- RACP Grant Update: Amy Kronenberg representing GMS Funding Solutions provided a written update on the grant reimbursement process to Council which was accepted.
- Security Equipment at Municipal Services: Members reviewed the documentation and Mr. Hazlett expressed concern in regard to the improper use of the Oil Disposal Tank and Brush/Yard Debris Pile. Following lengthy discussion:

***B. Carr moved and T. Fitzsimmons seconded that the Oil Disposal Tank and Brush/Yard Debris Pile be closed effective immediately. Motion passed with R. Pyles and D. Lillard voting no.

OPEN TO THE PUBLIC

Michael Wight, 86 Eagle Trail, CV, Dumping of Debris, State Contract Pricing, Mosquitos, Job Descriptions

ADJOURNMENT

The meeting adjourned at 8:37 P.M.

ATTENDANCE REGISTER

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

Amanda Bell, Asst. Borough Secretary