

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, DECEMBER 11, 2018 – 7:00 P.M.
BOROUGH OFFICE
MINUTES**

Sarah Skoczen, 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
David Lillard
Richard Mathews
Bruce Carr
Robert Verderaime
Beth Cool
Jared Huster

Absent

BOROUGH OFFICIALS, ETC.

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Gayle Marthers, Borough Secretary
Richard L. Hileman, II, Police Chief
Zachary Rice, Borough Solicitor

Mrs. Skoczen opened the meeting with an announcement that the Council met in Executive Session on Wednesday, December 28, 2018 for personnel matters stating that no actions were taken.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 13, 2018 REGULAR MEETING

Following brief discussion:

*** D. Lillard moved, R. Verderaime seconded, that the minutes of the November 13, 2018 Regular Meeting be approved as submitted. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE DECEMBER 3, 2018 JOINT MEETING OF BOROUGH COUNCIL and FINANCE COMMITTEE

Mr. Lillard asked that the minutes reflect that he disagreed with the statement that Mr. Carr made in reference to the October 16, 2018 minutes of the Planning Commission Meeting. Mr. Lillard stated that the meeting had not been called to order prior to his asking to speak to Mr. Carr and that the conversation was regarding the issue of a quorum of Council being present at the October meeting and the potential for violation of the Sunshine Law; not an unwillingness to allow Mr. Carr to speak. Following brief discussion:

*** B. Carr moved, D. Lillard seconded, that the minutes of the December 3, 2018 Joint Meeting of Borough Council and Finance Committee be approved as submitted with the statement of Mr. Lillard being noted. Motion passed unanimously.

OPEN TO THE PUBLIC

No One addressed Council at this time:

ORDINANCES AND RESOLUTIONS

Mrs. Skoczen requested approval by consensus from Members to address Agenda Item 8.b. regarding the adoption of the 2019 Budget at this time to confirm the tax levies prior to adopting the required ordinances. Members agreed by consensus and following brief discussion which confirmed no tax increase:

***B. Cool moved; R. Mathews seconded that Council adopt the 2019 Budget as advertised and authorize Borough Staff to advertise as required by PA Borough Code. Motion passed unanimously.

Ordinance #8-2018: 2019 Tax Levy Ordinance. Following brief discussion:

***R. Mathews moved; B. Carr seconded that Ordinance #8-2018: 2019 Tax Levy establishing the tax rate for general purposes on real property at 2.45 mils. Motion passed unanimously.

Ordinance #9-2018: 2019 Dedicated Fire/EMS Tax Ordinance. Following brief discussion establishing that there would be no tax increase:

***R. Mathews moved; D. Lillard seconded that Council adopt Ordinance #9-2019 establishing the tax rate for Fire and Emergency Services on real property at .25 mils. Motion passed unanimously.

Resolution #14-2018: 2019 Fee Schedule. Following brief discussion outlining the minor changes in the 2019 fee schedule:

*** R. Mathews moved; D. Lillard seconded that Council adopt Resolution #14-2018: setting the 2019 Fee Schedule. Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Asked Members rise and observe a moment of silence in honor of the anniversary of Pearl Harbor Day and the passing of President George H. W. Bush.
- Police Report
 - Fatal Drug Overdose in the Borough
 - Discussion of Liberty Township Calls
- Updates
 - Borough hosted a Blood Drive on Tuesday, November 27, 2018: 12 donors; 11 units collected 33 lives saved.
 - Commonwealth of PA Constables Association holiday Gala on December 1, 2018:
 - Award presented to Constable Beans
 - Meritorious Conduct Unit Citation was accepted by Patrol Officer Courtney Herring for the Carroll Valley Police Department
 - Breakfast with Santa was held at the Fairfield Fire/EMS community room on Saturday, December 8, 2018 from 7:30 – 11:00am. Over 300 youngsters visited with Santa.
 - Provided information on the following topics:
 - Holiday Travel Tips
 - Adams County Property Improvement Permit
- Announced:
 - Gettysburg Holiday Festival will be held on December 14, 2018 at 7pm.
 - Fairfield Historical Society is hosting a Holiday Tour of Historical Properties on December 15, 2018 from noon until 5pm.
 - Library Events
- 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 Line-of-Duty deaths during the month of November 2018.

FIRE/EMS/EMA REPORTS

Reports were available for review in packet.

COMMITTEE REPORTS

Parks, Recreation and Environmental Advisory Committee

Written report reviewed and accepted by consensus.

Planning Commission.

- Minutes of the Joint meeting were addressed earlier in this meeting.
- Discussion of the next Joint Meeting resulted in tentatively scheduling it for February 4, 2019
- Recommendation that a single document briefing the public about the proposed document was discussed as well as the need for a workshop for citizens.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for November 2018.

Question was raised regarding GMS Funding Solution fees and their work on other grant opportunities for the Borough. Following brief discussion:

***B. Carr moved, D. Lillard seconded, that Council accept the November 2018 Treasurer's Report as presented. Motion passed unanimously.

2019 Calendar of Meetings.

Mr. Hazlett presented the 2019 Calendar of Meetings for approval and request authorization to advertise as required by PA Borough Code. Following brief discussion which added bi-monthly meetings of the Borough Sewer and Water Authority to the calendar:

***B. Cool moved; D. Lillard seconded that the 2019 Calendar of Meetings be approved for advertising as amended. Motion passed unanimously.

UNFINISHED BUSINESS

Grant Funding Updates.

A written report was provided by Marissa Price of GMS Funding Solutions for Council review.

Property Maintenance.

Mr. Mathews reported that he and Highland Township Supervisor, Craig Rockey met with District Magistrate Mark Beauchat. The information was very helpful and will be used in crafting the finished document. No other update at this time.

NEW BUSINESS

Request from Liberty Township.

Discussion regarding the request from Liberty Township to provide Police Services resulted in the following questions and concerns being raised:

- What are the actual needs of the Township?
 - Chief responded that his understanding was to match Fairfield's Contract of 15 patrol hours and 5 administrative hours for a total of 20 hours devoted to the municipality.
- Mr. Carr expressed his opinion that not enough information was provided and that if Carroll Valley manpower needed to increase, the Township should pay the entire cost of that new officer.
- Mr. Huster suggested that a Request for Proposal (RFP) be requested from the Township.
- Mr. Hazlett requested that a sub-committee of Council be appointed to aide in the discussions with Liberty Township and preparing of any correspondence.
- General concerns questioning the Township's plan to keep their part-time officers employed and the use of Chief Briggs for administrative work to close-out current cases was expressed.

Following much discussion:

***B. Carr moved; R. Verderaime seconded that Council authorize Borough Staff to prepare a written reply to Liberty Township Supervisors requesting specific details outlining the Police Service wanted. Motion passed unanimously.

Mr. Verderaime offered thanks and praise to the Borough Staff for the time, effort and knowledge that is evident in the preparation of the meeting information and packet.

OPEN TO THE PUBLIC

No one addressed Council at this time:

ADJOURNMENT

The meeting adjourned at 8:15 P.M.

ATTENDANCE REGISTER

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

Gayle Marthers, Borough Secretary