

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
OF BOROUGH COUNCIL  
TUESDAY, JANUARY 15, 2019 – 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

**Absent**

Jared Huster

**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

**CONSIDERATION OF THE MINUTES OF THE DECEMBER 11, 2018 REGULAR MEETING**

Following brief discussion:

\*\*\* R. Verderaime moved, R. Mathews seconded, that the minutes of the December 11, 2018 Regular Meeting be approved as submitted. Motion passed unanimously.

**CONSIDERATION OF THE MINUTES OF THE JANUARY 2, 2019 SPECIAL MEETING**

Mr. Verderaime asked that the minutes reflect that on page 3 in reference to the amended motion he voted against the motion of Mr. Lillard regarding the draft "Proposal for Services: Law Enforcement Services" for Liberty Township due to the list of concerns that he provided; further stating that he was not then nor is he now opposed to the idea in principle. Following brief discussion:

\*\*\* R. Mathews moved, D. Lillard seconded, that the minutes of the January 2, 2019 Special Meeting be approved as submitted with the statement of Mr. Verderaime being noted. Motion passed unanimously.

**OPEN TO THE PUBLIC**

No one addressed Council at this time.

**ORDINANCES AND RESOLUTIONS**

**Resolution #1-2019: Disposal of Records.** Following brief discussion:

\*\*\*R. Mathews moved; B. Cool seconded that Resolution #1-2019: Authorizing the Annual Disposal of Records as per the PA State Manual of Records Management Law. Motion passed unanimously.

**Resolution #2-2019: 2019 Fee Schedule.** Following brief discussion outlining the addition of a "Zoning Certification Fee" and an explanation of the Zoning Hearing Board Fees verses the fee for a Hearing before Council:

\*\*\* R. Mathews moved; R. Verderaime seconded that Council adopt Resolution #2-2019: revising the 2019 Fee Schedule. Motion passed unanimously.

Following discussion regarding the fees in general; Finance Committee chair, Mayor Harris was asked to have the Committee perform a comprehensive review of the Fee Schedule in preparation of the 2020 budget.

## **MAYOR'S REPORT – R. HARRIS**

- Police Report
  - 2018 Annual Overview
    - 2273 calls for service
    - 2% decrease over 2017
  - January 9, 2019 was Law Enforcement Day – Thank You extended to the citizens who brought donuts in to the officers
  - December 2018
    - Burglary warning – keep doors locked; don't leave valuables in plain view
    - Credit Card Fraud warning
- Updates
  - Thank You extended to the Municipal Services Department for a great job with the recent snow removal
  - Congratulations extended to Cameron Bream on attaining his Eagle Scout.
  - 2019 Changes Ahead:
    - Real ID requirement extended to October 1, 2020; however, they will be available in March of 2019.
    - Hospitals are required to post their prices for services on-line
    - Changes in Fireworks Sales; PA residents will be permitted to purchase but not from roadside tent facilities.
    - PA Turnpike Tolls have increased by 6%
    - DUI offenders charged with their third and subsequent offenses will face felony charges. Homicide by vehicle while DUI will mandate 5-7 years of incarceration.
    - PA Clean Slate Law has gone into effect
    - Law now protects those who rescue an animal from a locked car from prosecution
    - Law now increases fines for drivers who fail to “Steer Clear” of 1<sup>st</sup> Responders, Municipal/State road crews, Trash Haulers and other workers whose job require them to be in or along a roadway.
    - Time to renew dog licenses
    - PA Veteran's Registry Program
- Announced:
  - Adams County Boroughs' Association will sponsor a presentation from Robin Fitzpatrick of the Economic Development Corp. on January 21, 2019.
  - Annual Daddy Daughter Dance will be held Saturday, February 16, 2019.
  - Library Events
- Shared a list of the upcoming meetings and events
- In Requiem:
  - 10 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of December 2018.

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

Reports were available for review in packet. Mrs. Skoczen brought the Fountaindale Volunteer Fire Company Annual Banquet Invitation to the attention of Members.

## **COMMITTEE REPORTS**

### **Annual Appointments to Committees.**

Mr. Hazlett reviewed the memorandum dated January 11, 2019 outlining the committees and their respective members requiring reappointment. Following discussion that included lengths of service, diversity of members, duties of each committee and the number of elected officials on current committees:

\*\*\*D. Lillard moved; B. Cool seconded that the following appointments be made:

Parks, Recreation & Environmental Advisory Committee: Tim Skoczen

Planning Commission: Ron Harris, Steven Sites

Vacancy Board: Frank Buhrman

Sewer & Water Authority: N. Kenneth Lundberg, George Fisanich

Tree Board: Daryl Despres

Zoning Hearing Board: Laura Scudder

Motion passed unanimously.

Several vacancies were noted on the following committees: Finance, Planning, Tree Board and Zoning Hearing Board. Mr. Hazlett reviewed an application received for the Finance Committee from Mr. Jason Shay. Following brief discussion:

\*\*\* B. Cool moved; D. Lillard seconded that Mr. Jason Shay of 11 Linda Trail be appointed to the Finance Committee for a term of 5 years. Motion passed unanimously.

### **Planning Commission.**

Mr. Lillard reviewed the written notes which were provided for review and accepted by Members by consensus. Members were asked to check their copies of the Chapter 27 re-write draft to ensure that they have the latest version. Ms. Marthers will provide the current update to anyone who needs it. Request was made to have County Planners use standard editing practice of strikethrough for deletions and underline for additions.

### **Tree Board**

Minutes from the December 6, 2018 meeting were provided for review. Members accepted by consensus.

## **ADMINISTRATIVE BUSINESS – BOROUGH MANAGER**

### **Treasurer's Report for December 2018.**

Question was raised regarding the appraisals of the Borough Lots which was answered by Mr. Hazlett stating that there is one (1) outstanding but due by the end of the month. Following brief discussion:

\*\*\*B. Cool moved, B. Carr seconded, that Council accept the December 2018 Treasurer's Report as presented. Motion passed unanimously.

## **UNFINISHED BUSINESS**

### **Grant Funding Updates.**

A written report was provided by Marissa Price of GMS Funding Solutions for Council review. Question regarding the continued services of GMS was raised. Mr. Hazlett explained that following the finalization of the RACP grant for the building; there would need to be a re-evaluation of the services that GMS could offer the Borough and the cost for said services.

Proposals for a Design Engineer were reviewed by Members. Following brief discussion:

\*\*\*B. Carr moved; D. Lillard seconded that Council award the contract for Design Engineer to the lowest responsible provider, Frederick, Seibert & Associates, Inc. for a cost of \$26,915.00. Motion passed unanimously.

### **Property Maintenance.**

Mr. Mathews reported that Mr. Verderaime has reached out to Fairfield Borough for a copy of their ordinance for review; Council will be kept apprised of the subcommittee's progress.

### **Request from Liberty Township.**

Mr. Hazlett reviewed the Proposal for Services crafted by the sub-committee. As per Council request; the proposal was submitted to the Township for review. There is an expectation that the Township will

invite the subcommittee to the next Township Meeting for public discussion. Members will be kept informed of the Township response when it is made.

**NEW BUSINESS**

Mr. Verderaime questioned a newspaper article that referenced the process by which zoning changes are made and further asked if the Chapter 27 rewrite currently underway will have to follow the same process. Mr. Hazlett and Attorney Rice outlined the process for approval of the Chapter 27 rewrite and recodification that is also underway.

**OPEN TO THE PUBLIC**

No one addressed Council at this time:

**ADJOURNMENT**

The meeting adjourned at 8:45 P.M.

**ATTENDANCE REGISTER**

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

---

Gayle Marthers, Borough Secretary