

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, JUNE 11, 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
Robert Verderaime
Beth Cool
Bruce Carr

Absent

Jared Huster

BOROUGH OFFICIALS, ET

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

CONSIDERATION OF THE MINUTES OF THE MAY 14, 2019 REGULAR MEETING

Following brief discussion:

*** B. Cool moved, D. Lillard seconded, that the minutes of the May 14, 2019 Regular Meeting be approved as submitted. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE MAY 6, 2019 JOINT MEETING of PLANNING COMMISSION with COUNCIL

Following brief discussion:

***B. Carr moved; R. Mathews seconded that the minutes of the May 6, 2019 Joint Meeting of Planning Commission with Council be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ORDINANCES AND RESOLUTIONS

Ordinance #1-2019: Inter-Municipal Cooperative Police Agreement with Liberty Township. Chief Hileman explained that Liberty Township Supervisors have agreed to the terms of the agreement and are moving forward to adopt it. He asked that Council consider adoption as well. Brief discussion included a clarification from Solicitor, Zach Rice that the agreement would provide better ability for both municipalities to defeat jurisdictional arguments and a minor correction to have the ordinance and the agreement share consistent verbiage with respect to termination requirements.

***D. Lillard moved; R. Verderaime seconded that Ordinance #1-2019: Inter-Municipal Cooperative Police Agreement with Liberty Township be advertised as required by Borough Code with the intent to adopt at the July 9, 2019 regular meeting. Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Asked that those in attendance stand for a moment of silence in remembrance of those who gave their lives on D-Day.

- Police Report
 - Speed Enforcement in area of duck incident has been initiated
 - Number of Hamiltonban incidents has increased due to the incident starting in the Borough of Fairfield and the stop actually occurring in the Township
 - Chief reviewed his memorandum of June 5, 2019 requesting the promotion of Officer Courtney Herring from probationary to full time patrol officer. Following brief discussion: ***B. Cool moved; D. Lillard seconded that Patrol Officer Courtney M. Herring be promoted from probationary police officer to regular, full-time police officer. Motion passed unanimously.
Officer Herring was in attendance; she was presented a certificate and offered many congratulations welcoming her to the team.
- Shared:
 - Law Enforcement Round-Table Discussion on Local Drug Use Hosted by Congressman John Joyce @ Washington Township Municipal Bldg.
 - Cybercrime Update
- Updates:
 - Primary Election Day was Tuesday, May 21, 2019; 12% turnout
 - Borough hosted Fairfield Kindergarteners on Friday, May 24, 2019
 - First Movie-in-the-Park was held Friday, May 17, 2019 turnout was very good
 - Spring Yard Sale was held Saturday, June 1, 2019
 - Medication Take-Back was held on Saturday, April 27, 2019
- Announced:
 - Flag Day is June 14, 2019 celebrating the 244th Birthday of the US Army
 - Carroll Valley will Host a Blood Drive on Monday, June 24, 2019
 - Annual July 4th Celebration will host a live concert from the Fabulous Hubcaps.
 - Library Events
- Shared a list of the upcoming meetings and events
- In Requiem:
 - 9 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of May 2019.

FIRE/EMS/EMA REPORTS

There were none.

COMMITTEE REPORTS

Carroll Valley Borough Tree Board.

Chairman Lori Kolenda and Member Daryl Despres were in attendance to present the Council and Mayor with a plaque and flag commemorating the Borough's designation as a Tree City USA City. The Board was commended for their achievement and the following projects were acknowledged:

- Chesapeake Bay Foundation, with organization from Borough resident Abby Hebenton, planted 200 trees in Ranch Trail park
- Adams County Conservation District working closely with the Tree Board initiated a Riparian Boarder Project in Carroll Commons and along Friends Creek in the Ranch section where over 200 native trees were planted
- A "Get to Know Your Park" program is available for children. By completing the booklet; they can earn a compass.

Planning Commission.

Mayor Harris reviewed his memorandum of June 4, 2019 highlighting the June 3, 2019 joint meeting of Planning Commission with Borough Council. The zoning district maps, table of uses and latest draft of the document were outlined. The next meeting is scheduled for Monday, July 1, 2019 where the next draft of the document is expected.

Parks, Recreation and Environmental Advisory Committee.

Written report was reviewed and accepted by consensus.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for May 2019.

Following brief discussion:

*** B. Carr moved, D. Lillard seconded, that Council accept the May 2019 Treasurer's Report as presented. Motion passed unanimously.

Fraud Incident.

Ms. Marthers reviewed the incident and the subsequent actions and recommendations of the bank. Following discussion:

***R. Mathews moved; D. Lillard seconded that Council authorize two (2) ACNB signatories to execute the Treasury Management documents necessary to initiate the Positive Pay Program to be added to Borough Bank Account designated as General Fund Checking with account number ***4689 at a monthly cost of \$35 plus 10¢/check verified. Motion passed unanimously.

Following much additional discussion, Members agreed by consensus to ask Borough Staff to work with the Borough Solicitor to prepare a Request for Proposals for comprehensive banking services. The RFP will be sent to all institutions determined to meet the federal guidelines for fund protection.

Land Sale Bid. Mr. Hazlett shared that no bids were received. Following brief discussion consensus of members was to have Mr. Hazlett consult with the solicitor to discuss all options for sale of the property.

Capital Purchase Request.

Mr. Hazlett reviewed the memorandum of June 7, 2019 outlining the budgeted capital purchase of a zero-turn mower for the Parks Department. Following much discussion regarding warranties, structural differences, confirmation that the price was under the budgeted amount and user preferences:

***D. Lillard moved; B. Cool seconded that Council approve the Capital Purchase of a Simplicity LTD Edition Zero-Turn Mower for a price of \$9,999.00. Motion passed unanimously.

Citizen Donation.

Mr. Mathews shared that he received an offer from a local citizen to donate the amount necessary to cover the cost of the Duck Crossing signs that were agreed to be installed along Northern Pike Trail due to several ducks being hit and killed by cars. Public thanks was extended to Mrs. Charlotte Jurasinski-Frankhouser for her generosity in donating the \$134.50 for the signs.

Mr. Hazlett brought to the attention of Members the following resident concerns/questions:

- Property owner request to pursue a subdivision/re-combination plan that would trade land along the bank of Toms Creek near Carroll Commons with land adjacent to an existing deck that encroaches borough land. Upon discussion, Member agreed by consensus to allow Borough Staff and the Solicitor to continue the process so long as it meets all PA Borough Code.
- Request from a Ranch Section resident to have the Borough or its agent pursue a shooting range in the Ranch Section. Following discussion, it was decided that this issue requires much more research and was tabled.

- Expressed the sentiment of several residents that the annual road program of Tar and Chip was hazardous. Members agreed by consensus that although frustrating, it is the least expensive option for preservation of the many miles of road that the Borough has. Mr. Hazlett was asked to post more information on social media outlets to educate the public and warn them of the conditions.

UNFINISHED BUSINESS

Grant Funding Updates.

GMS Funding provided a written report that was accepted by consensus.

Property Maintenance.

Mr. Mathews stated that work was continuing, and Members would continue to receive updates and that he had attended training at the annual PSAB Conference regarding International Code concerning Blight and met with a Borough official regarding their program of issuing tickets for zoning/property maintenance violations.

Mr. Hazlett shared that the list of topics in regard to Property Maintenance Complaints is in process.

NEW BUSINESS

Mr. Hazlett reviewed an email from Council Member Huster regarding his impending move from the Borough which will necessitate his resignation from Council. After brief discussion:

***D. Lillard moved; R. Verderaime seconded that the official resignation be tabled until the July meeting and asking that the position be advertised. Motion passed unanimously.

OPEN TO THE PUBLIC

No one addressed Members at this time.

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.