

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, OCTOBER 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
Robert Verderaime
Bruce Carr
Beth Cool
Steven Sites

Absent

BOROUGH OFFICIALS, ET

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

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 10, 2019 REGULAR MEETING

The following changes were requested: On page 2 in the Mayor's Report, first bullet under Updates change the word "following" to "follow". On page 4 under Junior Council Member Program in the 2nd paragraph; third line change the word "extent" to "extend". Following brief discussion:

***R. Mathews moved, B. Carr seconded, that the minutes of the September 10, 2019 Regular Meeting be approved as changed. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 3, 2019 JOINT MEETING of PLANNING COMMISSION with COUNCIL

The following correction was requested: On page 2 under Summary Flyer, third bullet Community Core, second tab, the reference to "Taverna" should be "Borough Building". Following brief discussion:

***R. Mathews moved; R. Verderaime seconded that the minutes of the September 3, 2019 Joint Meeting of Planning Commission with Council be approved as corrected. Motion passed unanimously.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ORDINANCES AND RESOLUTIONS

There were none.

MAYOR'S REPORT – R. HARRIS

- Observed a period of silence in remembrance of the victims of 9/11
- Police Report
 - Reported few problems over Pippinfest weekend
 - Offered praise to Cpl. Weikert for work in burglary case; suspect on trial in Adams County Courts
 - Members questioned a "shots fired" call; Chief explained it was target shooting on private property in Maryland

- Updates:
 - Carroll Valley Planning Commission hosted an Open House regarding Zoning Ordinance Update on Wednesday, September 18, 2019
 - Fall Yard Sale was held Saturday, September 28, 2019
 - Pippinfest was held Saturday, September 28th and Sunday, September 29th
 - Blood Drive was held Wednesday, October 2nd from 4pm – 7pm
 - 15 donors attended
 - 13 units of blood was collected
 - 36 local lives will benefit
 - E-recycling Event was held Saturday, October 12, 2019
 - Movie-in-the-Park was held Friday, September 20, 2019; turnout continues to be great
- Announced:
 - October is Breast Cancer Awareness Month; statistics were shared
 - Adams County Library's Carroll Valley Branch Schedule
 - E-recycling is available at Washington Township Transfer Station near Waynesboro throughout the year; contact information was shared
 - Mother/Son Event will be held on Saturday, October 19, 2019
 - Movie-in-the-Park will be held Friday, October 25, 2019 with a Halloween Theme
 - Trunk-or-Treat
 - Costume Contest
 - Haunted Trail & Pavilion
 - Drug Take-Back Event will be held on October 26, 2019; now accepting pet medications and vaping supplies
 - Fairfield Fire Company will host an Open House on October 27, 2019 from 1pm – 3pm
 - General Election will be held on Tuesday, November 5, 2019 – Please Vote
 - Shared information regarding Proposed Amendment to PA Constitution regarding Victim's Rights. This is a Ballot Issue and will appear for voters on the ballot on November 5th.
- Shared a list of the upcoming meetings and events
- In Requiem:
 - 8 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of September 2019.

FIRE/EMS/EMA REPORTS

Reports provided were accepted by consensus with no discussion.

COMMITTEE REPORTS

Finance Committee.

Mayor Harris provided a verbal report of the meeting held on October 14, 2019 where the first draft of the 2020 budget was reviewed. Praise was given to the Borough Manager and Staff for presenting an initial draft that does not call for a tax increase. Members will be given a copy of the proposed budget with Finance Committee's recommendations at the conclusion of tonight's meeting for review and discussion at the Budget workshop next Tuesday, October 22, 2019.

The Fee Schedule will require updating if the proposed budget is accepted. Mr. Hazlett will have the list of changes for discussion at the Joint Meeting of Finance with Council at the Budget Workshop.

Planning Commission.

There was no report

Tree Board

Minutes from the September 5, 2019 meeting were provided for review and subsequently, Members accepted by consensus.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for September 2019.

Following brief discussion:

*** R. Verderaime moved, R. Mathews seconded, that Council accept the September 2019 Treasurer's Report as presented. Motion passed unanimously.

Banking RFP Analysis.

Solicitor, Zachary Rice reviewed a memorandum prepared by Mr. Hazlett that shared the results of his negotiations with F&M Bank as requested by the Council at the September meeting. Specifically:

- Waive all service fees for a period of 5 years
- Interest Rate proposed is 2% until 6/30/2020. At the end of the term, F&M will negotiate with the Borough for a new flat interest rate for a term of 9-12 months. F&M has agreed that only if the parties are not able to agree to an interest rate, an interstate rate formula will kick in. The rate formula proposed by F&M will be the Fed Funds rate minus 100 BP (1 %), for a period not to exceed that of the 5-year service fee waiver. Additionally, there will be a built-in floor that the interest rate will not drop below 45 BP (.45%)

Following discussion:

***B. Carr moved; R. Mathews seconded that Council accept the terms of the agreement and allow Borough Staff to move forward with preparing the paperwork to transfer banking operations to F&M Bank. Motion passed unanimously.

Mr. Hazlett asked that the record reflect his appreciation of ACNB's efforts and service for the past 45 years.

Surplus Inventory Bid Award.

Mr. Hazlett reviewed the memorandum dated October 11, 2019 requesting Borough Council approval to accept the following bids via electronic auction:

- 2012 Scag Turf Tiger Zero-turn mower with a high bid of \$3,900 to David Martin
- 2017 Ford F-350 truck with a high bid of \$12,300 to Bobby Gerhart

***D. Lillard moved; B. Carr seconded that Council accept the bids as described. Motion passed unanimously.

Junior Council Member Program.

Mr. Hazlett reviewed his memorandum of October 11, 2019 regarding the Junior Council Program explaining that no applications have been received nor interest expressed at this time. Discussion regarding the age of the targeted students ensued with a consensus that the program remains unchanged and asked that Mr. Hazlett continue to advertise the program.

2020 Liquid Fuel Allocation.

Members were notified that the 2020 Liquid Fuels allocation is estimated to be \$244,698.70.

KMIT 2019 Safety Grant.

Members were notified that the Sanitary Sewer Department was awarded a \$1750 grant for safety equipment. Thanks and congratulations were extended to Borough Staff, especially Jed Fetter, Treatment Plant Operator for the application and effort.

2018 FY Audit.

Members reviewed the 2018 FY Audit prepared by Boyer and Ritter as contracted. There were no findings and all financial documentation was deemed in order and filed on schedule. Following brief discussion: ***R. Mathews moved; D. Lillard seconded that the 2018 FY Audit be accepted as presented and said document be advertised in accordance with PA State Borough Code requirements. Motion passed unanimously.

UNFINISHED BUSINESS

Grant Funding Updates.

GMS Funding provided a written report that was accepted by consensus without discussion.

Property Maintenance.

Mr. Mathews provided an update on the on-going work that he and Mr. Verderaime were accomplishing. Information from the webinar “Right Sized Approaches for Dealing with Blight in Small Towns and Rural Areas” was shared with members and discussed. Sample ordinances regarding this issue will be provided at a later date. Mr. Mathews stated that he met with the Borough Manager of Waynesboro, Mr. Jason Stains, where he learned that they recently fired a Code Enforcement Officer. Their borough is currently dealing with rental compliance issues sharing that of their nearly 4000 homes, over 2000 are rental properties. The committee will continue to research reasonable approaches to enforcement that can be effectively addressed in an ordinance.

Borough Solicitor, Zachary Rice, asked to update Council Members on the progress of a 2016 agreement between the Borough and Mr. Terry Stem regarding the swapping of lots within the Borough. The agreement was agreed to contingent upon Mr. Stem meeting several conditions; Mr. Rice stated that all of the conditions have been met and wanted to notify Council that the land swap would be completed in the next several weeks. He further assured Members that no further action was necessary at this time.

NEW BUSINESS

There was none.

OPEN TO THE PUBLIC

The following citizens addressed Council at this time:

John Phillips, Candidate for Adams County Controller, regarding the duties of the position and his qualifications

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.