

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, DECEMBER 10, 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 NOVEMBER 12, 2019 REGULAR MEETING

Following brief discussion:

***R. Mathews moved, R. Verderaime seconded, that the minutes of the November 12, 2019 Regular Meeting be approved as submitted. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 4, 2019 JOINT MEETING of PLANNING COMMISSION with COUNCIL

Following brief discussion:

***B. Carr moved; R. Mathews seconded that the minutes of the November 4, 2019 Joint Meeting of Planning Commission with Council be approved as corrected. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Becky Bequette, 52 Diane Trail regarding stormwater run-off. Mr. Hazlett stated that he is familiar with the issue and apologized that it has not been addressed. Members asked that Borough Staff re-evaluate the situation and provide relief if possible.

ORDINANCES AND RESOLUTIONS

None were addressed at this time.

MAYOR'S REPORT – R. HARRIS

- Observed a moment of silence in memory of the anniversary of the attack on Pearl Harbor
- Certificates of Appreciation were presented to Beth Cool, Steven Sites and Sarah Skoczen for their service to the Borough as Council Members.
- Police Report
 - Chief reported that the incidents of domestic violence has increased
 - Members questioned the type of vehicle stops and what represented the highest percentage. Chief Hileman estimated that 50% were speeding. He stated that the exact breakdown would be included in his annual report.

- Shared that December is National Drunk and Drugged Driving Awareness Month. He and the Chief outlined various laws relating to DUI, DWI and the laws associated with Medical Marijuana use.
- Shared another Phishing technique that was observed.
- Offered Cyber Security Tips that could help prevent a data breach.
- Updates:
 - Fairfield School District hosted a Holiday Market on Saturday, December 7, 2019
 - HACC Hosted a Holiday Potluck on December 4, 2019
 - Carroll Valley hosted a Tree Lighting Event on Saturday, December 7, 2019
- Announced:
 - Adams County Library's Carroll Valley Branch Schedule
 - United States Census 2020 is recruiting staff
 - Annual Breakfast with Santa will be held on Saturday, December 14, 2019 from 7:30-11am; Sensitive Santa available by appointment
 - Newly Elected Officials Training will be held in Gettysburg on January 24th and 25th of 2020. Members were encouraged to enroll.
 - Ruth's Harvest Donations requested
 - Blood Drive will be held on Monday, December 30, 2019
 - Borough is still taking donations toward Holiday Meal Kits and the Fairfield Family Initiative's Adopt-a-Family. See Borough Staff for details.
- 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 November 2019.

FIRE/EMS/EMA REPORTS

Reports provided were accepted by consensus with no discussion.

COMMITTEE REPORTS

Parks, Recreation and Environmental Advisory Committee.

Members reviewed and accepted report without comment.

Tree Board

No report.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for November 2019.

Following brief discussion:

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

2020 Proposed Budget.

Mr. Mathews renewed his concern that the budget included non-merit-based raises for police officers stating that the benefits package is very generous and compensates for the salary being a little lower than the Chief desires for his department. Following discussion:

*** B. Cool moved; D. Lillard seconded that the 2020 Proposed Budget be adopted as advertised. Motion passed with Ms. Cool, Mr. Lillard, Mr. Carr, Mr. Sites and Mrs. Skoczen voting yes; and Mr. Mathews and Mr. Verderaime voting no.

Following additional brief discussion:

*** B. Cool moved; D. Lillard seconded that the 2020 Proposed Budget be advertised as adopted setting the 2020 tax rates as follows: Real estate – 2.45 mils; Dedicated Fire/EMS tax – .25 percent; Earned Income – .5 percent; Realty Transfer – .5 percent and Admission – 5.0 percent or as permitted by law. Motion passed unanimously.

Resolution #4-2019: 2020 Real Estate Tax:

Following brief discussion:

R. Mathews moved; B. Cool seconded that Council adopt Resolution #4-2019: 2020 Real Estate Tax fixing the tax rate on Real Estate for 2020 at 2.45 mills. Motion passed unanimously

Resolution #5-2019: 2020 Dedicated Fire/EMS Tax:

Following brief discussion:

R. Mathews moved; B. Cool seconded that Council adopt Resolution #5-2019: 2020 Dedicated Fire/EMS Tax fixing the tax rate levied for the dedicated tax appropriated for the operation of fire and emergency services for 2020 at .25 mills. Motion passed unanimously

2020 Meeting Schedule.

Members reviewed the schedule of Borough Meeting and following brief discussion:

***B. Carr moved; R. Mathews seconded that Council approve the advertisement of the Re-organization Meeting to be held on Monday, January 6, 2020 as required by PA Borough Code. Motion passed unanimously.

***D. Lillard moved; B. Cool seconded that Council approve the advertisement of the various meetings of Commissions, Committees and Boards of the Borough in accordance with PA Borough Code. Motion passed unanimously.

Web-Site Project.

Mr. Hazlett reviewed his memorandum of December 10, 2020 outlining a proposal to overhaul the Borough web-site. Members and staff agreed that the on-going problems with the current web-site have left minutes un-posted; updates impossible and agendas un-posted. Much discussion ensued with the following comments and concerns being addressed:

- Desire to keep as many archived minutes as possible available on the new site
- Requests that additional services such as Calendars, On-line Rental Applications, Mass Notification System, Citizen Request Management and Media Live or On-Demand Streaming on meetings be priced for future use.
- Would the new contract effectively negate the cost of web-hosting with the current company? Answer is “yes”; that money would be saved.
- Mr. Wight offered a series of questions for follow-up that were given to Mr. Hazlett.
- Mr. Hazlett requested a subcommittee of Council to aid in the process. The following Members volunteered: Mr. Wight, Mr. Lillard, Mr. Carr and Mayor Harris.

***B. Cool moved; R. Mathews seconded that Council permit Borough Staff to negotiate and enter in a contractual agreement with Civic Plus, Inc. for the design and hosting of Municipal Website for Carroll Valley Borough using a 3-year payment plan of no more that \$5,574/year for the first 3years that includes the calendar program. Motion passed unanimously.

UNFINISHED BUSINESS

Grant Funding Updates.

GMS Funding provided a written report that was accepted by consensus without discussion. Mr. Hazlett shared that he and the GMS Funding representative met with Representative Moul and Senator Mastriano regarding the grant applications and have secured their support.

Property Maintenance.

No Report.

Mrs. Skoczen shared that as her final meeting closes, it has been an honor to serve the citizens and will continue with membership on committees and volunteering at community events.

NEW BUSINESS

There was none.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

- George Fisanich, 7 Snowplow Trail regarding concerns about the conduct of the Police Department

ADJOURNMENT

The meeting adjourned at 8:20 P.M.

ATTENDANCE REGISTER

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

Gayle Marthers, Borough Secretary