

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, FEBRUARY 11, 2020 – 7:00 P.M.
BOROUGH OFFICE
MINUTES**

Richard Mathews, President called the meeting to order at 7:00 P.M. He led the Pledge of Allegiance. The attendance was as follows:

BOROUGH COUNCIL MEMBERS

Present

Richard Mathews
L. Michael Wight
David Lillard
Bruce Carr
Jessica Kraft
John Schubring

Absent

Robert Verderaime

BOROUGH OFFICIALS, ETC

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 JANUARY 14, 2020 REGULAR MEETING

Correction was noted on page 3 under the Treasurer's Report; first bullet point; first line the word "questions" changed to "questioned".

Following brief discussion:

*** M. Wight moved; J. Schubring seconded, that the minutes of the January 14, 2020 Regular Meeting be approved as corrected. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Sean Jones, 15 East Wind Trail regarding Meeting Decorum specific to the allowing of speakers to go over the time limit; make derogatory comments; i.e. name calling and engaging in conversations with Council Members.

Chief William Jacobs, Fairfield Fire/EMS regarding proposed change to the Fire Response as outlined in the Box Alarm Card Review Form for area 2-4 affecting the Ranch Section of the Borough. Following discussion:

***M. Wight moved; D. Lillard seconded that Members agree to the proposed changes and thereby authorizing the signing of the 2020 Municipal Box Alarm Card Review Form as submitted. Motion passed unanimously.

Chief Jacobs provided the 2019 call report and thanked the Members for their continued support. Members, in turn, thanked the Fire Department for their service.

ORDINANCES AND RESOLUTIONS

There were none.

MAYOR'S REPORT – R. HARRIS

- Chief's Report:
 - # of Ski Thefts have increased as the number of visitors has increased
 - # of Fraudulent Activity has increased
 - # of Citations Issued has decrease due to decrease in patrol hours and staff

- Announced the resignation of Officer Harvey effective February 14, 2020
- Updates:
 - Provided information on a new Phishing Alert
 - Mayor attended the Fountaindale Fire Company Awards Banquet
- Announced:
 - Adams County Library's Carroll Valley Branch Schedule
 - Newly Elected Officials Training will be held York. Members were encouraged to enroll
 - 6th Annual Daddy/Daughter Dance will be held Saturday, February 15, 2020
 - E-recycling collection date set for April 18, 2020: 8am – noon at Fairfield Fire Department
- Shared a list of the upcoming meetings and events
- In Requiem:
 - 12 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of January 2020.

FIRE/EMS/EMA REPORTS

Reports were provided for review; they were accepted without discussion.

COMMITTEE REPORTS

Parks, Recreation and Environmental Advisory Committee.

Mrs. Kraft provided a brief verbal report that was accepted by consensus with little discussion.

At this time Mrs. Kraft asked if there could be discussion regarding the Police Staffing issue and the resignation of two officers. Chief Hileman explained the Civil Service Process and that since the process was initiated at the January Council Meeting, two candidates could be offered employment. Additional discussion ensued resulting in the following issues being raised:

- Reasons for Officers' leaving
 - On-Call Program Requirements
 - Pay/Benefits
- Academy Graduate versus Paying for potential officer to attend the Academy
 - Expensive
 - What if the Candidate Fails the Academy or Drops Out?
 - Required Years of Service
 - How many?
 - What if the officer quits?
- High School Outreach Program
- Exit Interviews
- Proactive Hiring Search
 - Retirees or 2nd Career Officers
 - Civil Service Commission asked to meet regularly and maintain a list of candidates
 - Provide a Pay Scale that addresses experience

Discussion concluded with Members requesting that Chief Hileman provide his salary evaluation from 2017 for their review and Mr. Hazlett would provide the updated tuition reimbursement program for the personnel manual.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for January 2020.

Discussion ensued regarding the following:

- TNR Program.
- Question regarding donation of payroll stipend to specific organizations was raised. Borough Staff will consult with Auditor.

Following the discussion:

*** B. Carr moved, M. Wight seconded, that Council accept the January 2020 Treasurer's Report as presented. Motion passed unanimously.

Keytex Energy Solution – Contract Renewal.

Members reviewed the memorandum dated February 7, 2020 regarding the terms offered for the contract renewal. Following brief discussion:

*** B. Carr moved; J. Kraft seconded that the Council authorize Borough Staff to ratify the contract with Keytex Energy Solution for the proposed seventeen (17) month extension at a rate of 4.231 cents/KWH. Motion passed unanimously.

Code Enforcement/Zoning.

Mr. Hazlett provided a brief update on the progress of staff assuming the day-to-day handling of these duties. He shared that additional staff would be required as a long-term solution and that he would continue to update Members.

Web-Site Project.

Mr. Hazlett shared that a design is in process. Updates will be provided as the project continues.

UNFINISHED BUSINESS

Grant Funding Updates.

GMS Funding provided a written report that was accepted by consensus noting that the Sewer and Water Authority Grant's scope of work was approved, and the project is continuing.

Property Maintenance.

Mr. Mathews reported that he and Mr. Verderaine have continued their work, visiting neighboring municipalities to review ordinances and standard operating procedures implored by others. April 2020 is the target date for the draft ordinance to be shared. Mr. Hazlett offered himself and the Borough Solicitor, Zachary Rice to aide in the drafting of the ordinance. Mr. Rice provided information regarding a software program that is used by other municipalities to help with citations.

NEW BUSINESS

Mr. Mathews shared Act 77 of 2019 that made several changes to the election code. Citizens were encouraged to familiarize themselves with these changes and vote.

Mayor Harris shared a Pictorial Review of 2019. Members thanked Mayor Harris for his continued support of the many community events.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ADJOURNMENT

The meeting adjourned at 8:55 P.M.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 4 and made a part of the Official Minutes.