

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, JULY 14, 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 via phone
Bruce Carr
Jessica Kraft via phone
John Schubring via phone
Robert Verderaime

Absent

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 JUNE 9, 2020 REGULAR MEETING

Following brief discussion:

*** M. Wight moved; B. Carr seconded, that the minutes of the June 9, 2020 Regular Meeting be approved as submitted. Motion passed unanimously via roll call vote.

CONSIDERATION OF THE MINUTES OF THE JUNE 16, 2020 RECONVENED MEETING of JUNE 9, 2020

Following brief discussion:

*** M. Wight moved; B. Carr seconded, that the minutes of the June 16, 2020 Reconvened Meeting of June 9, 2020 Regular Meeting be approved as submitted. Motion passed unanimously via roll call vote.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ORDINANCES AND RESOLUTIONS

Ordinance #1-2020: Floodplain Ordinance Update.

Mr. Verderaime questioned the definition of person being restated in several sections; Borough Solicitor Rice stated that although duplicative; it was not problematic. Mr. Mathews identified a typographical error in Section 503: Encroachments in subsection #2; the word “case” should be “cause”. He also expressed concern regarding the list of pesticide types outlined in Section 506; requesting that the words “but not limited to” be added. Solicitor Rice opined that these items did not constitute a substantive change therefore could be done without the need to re-advertise. He further reminded Members that the ordinance was prepared by State and Federal agencies and left little room for changing content. Following additional brief discussion:

***M. Wight moved; B. Carr seconded that Ordinance #1-2020: Floodplain Ordinance Update be approved with the corrections noted. Motion passed unanimously via roll call vote.

Mr. Hazlett stated that the map includes significant changes and recommended that residents review the maps. They will be available on the Borough’s website.

Mr. Mathews shared his recommendations that current ordinances be reviewed and changes be submitted for action that assure the regulations in this new floodplain ordinance are consistent with those already in

place. He spoke specifically to new regulations for Recreational Vehicle storage in the floodplain. Also, the Fee Schedule Resolution may require updating as well.

MAYOR'S REPORT – R. HARRIS

- Chief's Report
- Updates:
 - July 4th Fireworks were spectacular. Special Thanks to:
 - McCleaf Family
 - Fairfield Fire/EMS
 - Police Department
 - Council/Staff
 - PA Department of Health Order regarding the wearing of facial masks
- In Requiem:
 - 16 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of June 2020; Mayor Harris noted that 6 of those were due to COVID-19

FIRE/EMS/EMA REPORTS

Reports were provided by Fountaindale Fire Company for review; they were accepted without discussion.

COMMITTEE REPORTS

All meetings have been cancelled due to the COVID-19 pandemic until further notice.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for June 2020.

Discussion included explanation of the PA Department of Transportation Random Drug Testing for Commercial Drivers' Licenses; Pavilion Refunds, Chemical expenses of the Sewer Treatment Plant and algae treatments of the various lakes in the Borough. Following brief discussion:

***R. Verderaime moved, M. Wight seconded, that Council accept the June 2020 Treasurer's Report as presented. Motion passed unanimously via roll call vote.

Appointment of Deputy Tax Collector.

Mr. Hazlett reviewed the memorandum of July 9, 2020 which explained that the deputy tax collector, Natalie Williams has moved out of the area and therefore cannot fulfill the position. The State of Pennsylvania requires that each municipality have a deputy tax collector; therefore, the Borough's elected tax collector, Phyllis Doyle-Smith has recommended that Donna Maring be appointed to fill the position. Ms. Maring is the elected tax collector for Cumberland Township, possesses all the necessary training and is bonded and certified. Following brief discussion:

***M. Wight moved; D. Lillard seconded that Council appoint Donna Maring as the Deputy Tax Collector for the Borough. Motion passed unanimously via roll call vote.

New Website.

Mr. Hazlett shared that the new website has launched. He invited all Members of Council and the public to review it and provide feedback. He thanked those who served on the subcommittee for their time in planning and Mayor Harris for the updated pictures. The question of a Secure Sockets Layer (SSL) Certificate was raised; Mr. Hazlett will follow-up with the development company.

UNFINISHED BUSINESS

Grant Funding Updates.

GMS Funding provided a written report that was accepted by consensus by Members. Discussion regarding the walking trail project involved updates on the status of pending Easements from Eluma and Liberty Mountain Resorts. If easements are not available the placement of the trail may change. There was discussion of the scope of the project changing to a different location if possible. Options will be reviewed with GMS Funding representatives.

Property Maintenance.

No report at this time.

Mr. Hazlett reported on the current zoning compliance efforts that he and Borough Staff have been pursuing. Several letters have been sent, one citation and a court hearing were among the actions taken over the past month. The Court Hearing resulted in a ruling in favor of the Borough.

NEW BUSINESS**School Tax Extension.**

Mr. Mathews reviewed the proposed letter that was emailed to Members outlining a request that the Fairfield Area School District School Board consider offering a 60-day extension for property tax payments like the Adams County and the Borough offered. Following discussion:

***M. Wight moved; J. Kraft seconded that Council authorize the proposed letter to be sent. Motion passed unanimously via roll call vote.

Mill Trail Access request.

Mr. Hazlett reviewed a request from North Star Legal Services on behalf of a Liberty Township property owner for permission to access their property via Mill Trail in Carroll Valley Borough. Much discussion included the following concerns:

- Number of potential homes and cars that would utilize the access
- Non-tax payors using the roads and benefiting by the Borough's Municipal Services
- Lack of area into which to push snow properly/safely
- If a Cul-de-sac would be built (by the Liberty Township property owner), the physical location of the cul-de-sac within the boundaries of Liberty Township and owned by the Borough of Carroll Valley

Borough Solicitor Rice shared that the Borough could grant the request with no stipulations, respond with terms for the property owner to meet or deny the request. He further assured Members that the Borough is under no obligation to permit the request. Following discussion:

***M. Wight moved; B. Carr seconded that Council deny the request to permit access to the Liberty Township property through Mill Trail in the Carroll Valley Borough. Motion passed with six (6) yes votes and a single no vote cast by Mr. Verderaime via roll call.

Request to Hire Officer.

Chief Hileman reviewed the memorandum of July 13, 2020 requesting Council consider appointing Andrew C. Myers as a fulltime, probationary police officer. Candidate Myers was the single certified eligible candidate provided by the Civil Service Commission and recommended by Chief Hileman. Mr. Mathews requested a motion to appoint Mr. Myers; however, no motion was voiced by Members. Hearing no motion, Mr. Mathews closed the issue. At this time Chief Hileman asked to be heard on the subject and permission to review his PowerPoint presentation with Members. His request was granted, and the following information was presented:

- Governor's Center methodologies data for Carroll Valley Police Department (CVPD) for 2018
- Time of Calls responded to by CVPD
- Number and Type of Arrests made by CVPD
- Comparison of CVPD to other local Departments
- 911 Calls per Officer for CVPD
- Coverage Time w/4 police officers versus Coverage Time w/3 police officers

Members requested a copy of the PowerPoint be provided. Chief Hileman confirmed that Mr. Peiffer, who was offered a conditional probationary officer position at the June 16, 2020 Council meeting has accepted the position.

Concerns expressed by Council included:

- When does Mr. Myers graduate the academy?
- Why was Mr. Myers not recommended at the June meeting?
- What is the financial impact of COVID-19 pandemic on the budget?

Mr. Hazlett explained that the financial data from July is needed in order to answer the financial questions posed due to the extended tax deadlines. The Borough's Earned Income Tax income has been delayed by the 60-day extension of IRS tax deadline. He stated that he will do his best to have a comprehensive review of the financial data at the August 2020 meeting.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ADJOURNMENT

The meeting Recessed at 09:20 P.M. via a motion by M. Wight and seconded by D. Lillard that passed unanimously via roll call vote.

ATTENDANCE REGISTER

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

Gayle Marthers, Borough Secretary