

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, OCTOBER 13, 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 via phone
John Schubring
Robert Verderaime

Absent

BOROUGH OFFICIALS, ETC

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

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 15, 2020 REGULAR MEETING

Following brief discussion:

*** Mr. Verderaime moved; M. Wight seconded, that the minutes of the September 15, 2020 Regular Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ORDINANCES AND RESOLUTIONS

Ordinance #2-2020: PMRS Pension Plan Update (Police). Following request for a motion:

***M. Wight moved; B. Carr seconded that Council adopt Ordinance #2-2020: PMRS Pension Plan Update (Police). Motion passed unanimously.

Ordinance #3-2020: PMRS Pension Plan Update (Non-Uniform). Following request for a motion:

***M. Wight moved; B. Carr seconded that Council adopt Ordinance #3-2020: PMRS Pension Plan Update (Non-Uniform). Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Mr. Hazlett reported that the Ad-Hoc Committee met as requested by Council
 - ◆ Input was received from several members
 - ◆ The Group reviewed many reports representing departments of varying sizes located across the United States
 - ◆ The Report prepared by Chief Hileman follows the guidelines developed by the Group
 - ◆ Mr. Verderaime offered praise and thanks to Mr. Hazlett for gathering and preparing the many reports and information in a manner that was very helpful in organizing the data.
 - Chief Hileman reviewed the Report noting the following:
 - ◆ New Patrol Officer Erik Peiffer's field training let by Cpl. Weikert

- ◆ Training attended by Officers
- ◆ Activities
 - Election Signs and flag thefts, damaged and one arrest
 - Recovered property stolen from a local businessman, the investigation continues
 - Repeated harassment incident resulted in the identification of several juveniles who were handled non-traditionally satisfying the complainant
 - 11 calls outside the coverage hours
 - 27 traffic stops resulting in 35 citations
 - DUI stops/crashes
 - Upcoming Events – Drug Take Back Program
 - Review of statistics
- Comments regarding Report:
 - ◆ Consensus of Members like the format noting readability, personal touches and organizational improvements.
 - ◆ Mr. Verderaime requested additional clarification regarding vehicle stops, DUI's, MV Crashes. Chief Hileman provided explanation.
 - ◆ Mr. Carr asked for explanation of Court Time required of an officer for each case. Chief Hileman reviewed the process used by the District Magistrate and Adams County Court System.
 - ◆ Mr. Lillard inquired as to the length of time to prepare the new report. Chief Hileman indicated that gathering the historical data for the first year will be a bit more time consuming but manageable.
 - ◆ Mr. Verderaime questioned the vehicles listed on the report. Chief Hileman explained the four (4) front-line patrol cars issued to the officers. The fifth (5th) vehicle is a four-wheel drive snow vehicle that is used also as a back-up in the event a front-line patrol car is out of service.
 - ◆ Mr. Mathews requested additional information regarding 911 calls, listing the number of calls per hour of the day. Chief Hileman explained that 911 calls are not the only source of public-generated calls. Members and the Chief engaged in additional discussion regarding the types of calls for service, timeframes of calls for service and the impact of the department's DUI enforcement program.
- Mr. Mathews stated that the Council will have to make a decision regarding the hiring of the fourth (4th) officer at the Budget workshop on Tuesday, October 20, 2020 and additional information is still needed from Chief Hileman. Lengthy discussion ensued regarding the need for the officer, methodology for determining the need, and models used to determine the need for a particular number of officers.
- Updates:
 - Adams County Library Story-Walk
 - Blood Drive: October 14, 2020 from Noon until 5:00 pm
 - E-Waste Recycling: October 24, 2020 from 10:00 am – 2:00 pm
 - Election Day – Vote November 3, 2020 from 7:00 am – 8:00 pm
 - Trunk or Treat: October 31, 2020 from 6:00 pm – 8:00 pm
 - Halloween Trick or Treating (Traditional door-to-door) October 31, 2020 from 6:00 pm – 8:00 pm
- In Requiem:
 - 24 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of September 2020; Mayor Harris noted that 19 of those were related to COVID-19

FIRE/EMS/EMA REPORTS

Reports were provided by Fairfield and Fountaindale Fire Company for review; they were accepted without discussion. Fairfield Fire/EMS continues to serve Drive-Thru Dinners each Thursday evening from 4:00 pm – 7:00 pm.

COMMITTEE REPORTS

Finance Committee. Finance Committee met for its regular meeting on October 12, 2020 where they discussed the proposed 2021 Budget. Mr. Hazlett was commended on his efforts in preparing the budget document and for providing Committee Members a memorandum that enumerated problem areas in the budget leading to the shortfall. Chairman, Mayor Harris noted the following:

- Recommended funding the fourth (4th) police officer and a full-time Code Enforcement Officer.
- Discussed how to cover the shortfall in the budget; however, acknowledged that additional information is needed; i.e. decision of Council regarding the funding of the staff positions and results of a proposed search for alternate staff medical benefits.
- Recommended Council consider paying off the loan on the “Comi Property” located near the intersection of Route 116 and Route 16 that is owned by the Borough.
- Reported that the Committee asked Borough Staff to solicit quotes for staff medical benefits and research the process to leave the consortium through which the Borough currently purchases these benefits.

Members accepted the report by consensus.

All other regular meetings of Borough Committees have been cancelled due to the COVID-19 pandemic until further notice.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer’s Report for September 2020.

Following brief discussion including clarification of expenses for various licenses for the network firewall, Wi-Fi and security systems:

***R. Verderaime moved, J. Schubring seconded, that Council accept the September 2020 Treasurer’s Report as presented. Motion passed unanimously.

FY 2019 Audit.

Members reviewed the 2019 FY Audit prepared by Boyer and Ritter as contracted. Borough staff reported that there were no findings and all financial documentation was deemed in order and filed on schedule, Manager David Hazlett shared that receiving a clean audit is a great accomplishment and thanked staff for their hard work. Following brief discussion including an explanation of the shared expenses associated with the traffic light on Jacks Mountain Road, the terms of the Library Lease versus the Borough’s assigned obligation to fund the satellite location now housed in the Borough Building, the accrued cumulative leave liability as reported by the audit, FDIC requirements noted; and property debt:

*** D. Lillard moved; M. Wight seconded that the 2019 FY Audit be accepted as presented and be advertised in accordance with PA State Borough Code requirements. Motion passed unanimously.

UNFINISHED BUSINESS

Grant Funding Updates.

Marissa Price, GMS Funding Solutions reviewed her written report with Members outlining the various grants being managed by her agency. The Trail Project is on hold because the Eluma Property owners rescinded their agreement for a right-of-way for the trail to be placed on their property. There is a high probability that the project will be abandoned. As an alternative, adjacent landowners have been contacted to request the necessary rights-of-way. Council will be kept abreast of the progress. Representative Moul was thanked publicly for his support in the Sewer and Water Authority being awarded \$700,000 in additional funding for the Sewer Plant upgrade. The report was accepted by consensus by Members. Mr. Lillard inquired about a Solar Project in the Chambersburg area that is grant funded; Mrs. Price explained

that the project utilized RACP funding. The same process used by the Borough to fund the new Office Complex.

Property Maintenance.

David Hazlett reported on code violations issues. He recommended that the sign portion of the zoning ordinance be revisited after the many problems associated with political signs this year. Discussion was held regarding the possibility of holding Planning Commission or other Committee Meetings. Clarification was received that on-line meeting platforms are still permitted as long as the Governor's Emergency Declaration is in place.

The Sewer and Water Authority will need to meet in the next several weeks in order to keep the plant upgrade project and various funding sources compliant and moving forward. The November 16, 2020 regularly scheduled meeting is planned to be held.

NEW BUSINESS

None.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ADJOURNMENT

The meeting adjourned at 8:45 P.M. via a motion by M. Wight and seconded by D. Lillard that passed unanimously.

ATTENDANCE REGISTER

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

Gayle Marthers, Borough Secretary