

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, MARCH 9, 2021 – 7:00 P.M.
Held Via ZOOM On-Line Platform
MINUTES**

Richard Mathews, President called the meeting to order at 7:05 P.M. The attendance was as follows:

BOROUGH COUNCIL MEMBERS

Present

Richard Mathews
L. Michael Wight
David Lillard
John Schubring
Bruce Carr
Robert Verderaime via phone – no video

Absent

Jessica Kraft

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 FEBRUARY 9, 2021 REGULAR MEETING

Following brief discussion:

***R. Verderaime moved; M. Wight seconded, that the minutes of the February 9, 2021 Regular Meeting be approved as submitted. Motion passed unanimously via roll call.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Sean Jones, 15 East Wind Trail; regarding internet access in the D section of the Borough. Mr. Hazlett shared that negotiations were on-going with COMCAST. Discussion ensued to include the possibility of a new provider, the possible cost to extend COMCAST coverage and cellular service options. Issue will continue to be explored.

Bruce Rowland, 39 Spring Trail; regarding the preservation of a lot located at 13 Spring Trail. Mr. Rowland spoke to the historic significance of the spring located on the property, shared that a canvas of the neighbors yielded many who would sign a petition to save the property and offered the following for discussion:

- Ecological significance to keeping the property undeveloped
- Spring provides water to indigenous animals
- History
- Sale price of \$15,000
- Owner may be willing to purchase/trade a Borough Lot to offset the sale price

Much discussion included:

- Suggestion that community raise funds to purchase the property and then donate it to the Borough
- Consensus that the asking price is not acceptable
- Lot Trade may be an option
- Proposed a phone conference with the owner to discuss possibilities
- Ask GMS Funding Solutions if there are Grant Opportunities for this type of purchase

Consensus of Members agreed to have Borough Staff meet with the owner and Mr. Rowland to discuss options and report back to Council.

Brody Holz, Boys Scouts of America Crew 230 member regarding the completion of his Eagle Scout project in Carroll Commons. Mr. Holz explained his request to install two (2) Gaga Game Pits in the park for recreational use. The project is estimated to cost \$1900, for which Mr. Holz will raise through fundraising. It was suggested that rules be posted near the Game Pits to help new players understand the game. During the presentation, Mr. Hazlett received pledges from on-line viewers for the project. Following brief discussion:

***D. Lillard moved; B. Carr seconded that Council approve the request of Brody Holz's Eagle Scout project to construct two (2) Gaga Game Pits in Carroll Commons Park. Motion passed unanimously via roll call.

Mr. Hazlett complimented Mr. Holz on his presentation and stated that they will meet to discuss the project details.

ORDINANCES AND RESOLUTIONS

There were none.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Hileman reviewed the Report noting the following:
 - ◆ There is an increase in the losses due to internet scams specifically linked to Amazon inquiries. Be diligent, don't use links that have been emailed to you.
 - ◆ Ice Fisherman have been enjoying Lake Mae. Multiple reports have been made by citizens afraid for the safety of those on the ice; police have spoken to the gentlemen fishing, and all appears safe.
 - ◆ Drug Take-Back Event will be held April 24, 2021.
 - ◆ There is a permanent disposal box available in the Police Department if you need to dispose of medications immediately.
 - ◆ Activities:
 - COVID-19 Vaccine Update
 - Review of statistics
- Updates:
 - Reminder to watch for Phishing in emails.
 - Happy Birthdays extended to Councilmen Bruce Carr and Michael Wight.
 - COVID-19 Update
 - ◆ Positive Cases:
zip code of 17320 is 364; Adams County is 6358.
 - ◆ Increase from last report:
zip code of 17320 is 46; Adams County is 467.
 - ◆ Vaccine information and how to register to be inoculated.
 - ◆ New Guidance for people who are fully vaccinated:
 - Visit other vaccinated people indoors without masks or social distancing.
 - Visit unvaccinated people indoors without masks or social distancing if the unvaccinated people are at low risk.
 - Skip quarantine and testing if exposed to someone who has COVID-19 but are asymptomatic, should monitor for symptoms and quarantine if you develop any.
 - Still Take Precautions to wear a mask and maintain social distance around high-risk unvaccinated people.
 - Library Programming.
 - Blood Drives scheduled for 2021 are March 11th, June 10th, September 9th and December 30th.

- E-Recycling dates scheduled for 2021 are April 17th, June 17th, and October 16th. They will be held from 8am until 11am at the Carroll Valley Borough Maintenance Building on Ranch Trail.
- 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 February 2021; Mayor Harris noted that 10 of those were related to COVID-19.

FIRE/EMS/EMA REPORTS

Reports were provided by Fairfield Fire Company and Fountaindale Fire Company for review; they were accepted without discussion. Members were provided with the following additional updates from Fairfield Fire Company:

- Fire Solicitation campaign saw donations from approximately 8% of those who were sent requests amounting to \$36,000. Thanks were extended to everyone who gave.
- Bingo opened on Friday, March 5, 2021.
- Weekly drive-thru dinners will resume Thursday, April 8, 2021.

COMMITTEE REPORTS

All regular meetings of Borough Committees have been cancelled due to the COVID-19 pandemic until further notice. Members acknowledged that returning to virtual meetings of Council delays the restarting of Committee meetings. The issue will be revisited in the coming months.

Members reviewed an application to serve on the Zoning Hearing Board from Mr. Harry Fisher of 15 Ridge Trail. Following brief discussion:

***D. Lillard moved; M. Wight seconded that Council appoint Mr. Harry Fisher to the Zoning Hearing Board filling a vacancy. Motion passed unanimously via roll call vote.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for February 2021.

Following brief discussion:

*** M. Wight moved, B. Carr seconded, that Council accept the February 2021 Treasurer's Report as presented. Motion passed unanimously via roll call.

MUNICIPAL WASTE CONTRACT.

Members reviewed the County document requesting participation in the joint bidding process for collection of municipal waste. Following brief discussion:

***M. Wight moved; B. Carr seconded that Council authorize the Borough to participate in the Joint Bidding Process for Collection of Municipal Waste. Motion passed unanimously via roll call.

2021 Materials Bid. Mr. Hazlett explained the PA Code requirements for bidding and the items for which the Borough is advertising. Following brief discussion:

***M. Wight moved; D. Lillard seconded that Council approve the advertisement of the 2021 Materials Bid as required by Pennsylvania Borough Code. Motion passed unanimously via roll call.

Commercial Pest Management. Mr. Hazlett reviewed his memorandum of March 5, 2021 outlining the quotes received for the professional service of commercial pest control as a preventative measure in and around the new Administrative Building. Following brief discussion:

***M. Wight moved; D. Lillard seconded that Council approve a contract agreement with Ehrlich for one-year at a cost of \$1,015. Motion passed unanimously via roll call.

Copier Lease Renewal. Ms. Marthers reviewed a memorandum outlining quotes received from four (4) companies on three (3) different machines that would provide the same or better functionality as the current unit. The new units offered for discussion include the ability to send secure fax and email resulting in savings on the phone service by eliminating the fax phone lines. Following brief discussion:

*** M. Wight moved; D. Lillard seconded that Borough Staff be authorized to sign the Agreement to enter a 60-month lease with Toshiba Business Solutions on a Toshiba E-Studio 4515AC copier at a cost of \$3,987.96/annually. Motion passed unanimously via roll call.

Notice of 2021 Liquid Fuels Payment. Members accepted by consensus the notification of payment of the 2021 Liquid Fuels payment of \$231,711.01.

Mr. Hazlett announced that the staff will return to in-office work status and the doors will open to the public as of Monday, April 5, 2021. Most staff are fully vaccinated and for those who are not eligible for vaccination, office reassignments will be made to ensure the safest work environment possible.

The retirement of Municipal Services Supervisor, Jeff Wise was announced. Council wished Jeff the best on his retirement; Mr. Hazlett requested permission to advertise for a replacement. Consensus of Members agreed to the advertising.

Council agreed by consensus to begin in-person meetings with the April 13, 2021 meeting.

UNFINISHED BUSINESS

Grant Funding Updates.

Members reviewed the written report supplied by Marissa Price of GMS Funding Solutions outlining the various grants being managed by her agency. The report was accepted by consensus.

Property Maintenance.

Mr. Mathews reported that he and Mayor Harris were working on a flow chart that would coincide with the draft of the Code Enforcement Policies and Procedures Manual. Part 1 of the document explores the “How to” issues of property maintenance and Part 2 deals with “Code Enforceability”. Mr. Mathews asked to appoint a group to review the document and flow chart. Consensus of Members agreed, and Mr. Wight, Mr. Hazlett and Ms. Marthers were appointed. Solicitor, Zachary Rice offered his assistance as well.

NEW BUSINESS

Nothing.

OPEN TO THE PUBLIC

It was acknowledged that no member of the public was logged onto the meeting; therefore, no hand was raised; no questions had been submitted on-line; nor any questions submitted via email during the meeting.

ADJOURNMENT

The meeting adjourned at 9:30 P.M. via a motion by B. Carr and seconded by D. Lillard that passed unanimously.

ATTENDANCE REGISTER

The Attendance Register was not available due to the electronic nature of the meeting; therefore, it has not been made a part of the Official Minutes.