

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, DECEMBER 14, 2021 – 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
Robert Verderaime
David Lillard
Bruce Carr
L. Michael Wight
John Schubring via phone

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 NOVEMBER 9, 2021 REGULAR MEETING

Following brief discussion:

*** R. Verderaime moved; B. Carr seconded, that the minutes of the November 9, 2021 Regular Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Brody Holz, Eagle Scout Candidate regarding his Gaga Pit Project. Mr. Holz reported that the Gaga Pit is fully installed and ready for play. He extended thanks to Borough Staff for their help and to the Borough Council for allowing him the opportunity to provide the project to the park. Mr. Hazlett and Members congratulated Mr. Holz on a job very well done.

Todd Mason, 10 North Trail, requested the help of Council regarding the condition of his neighbor's property and his feeling that the Borough Manager was not properly addressing the issue. Mr. Mason provided a letter, copy of an email exchange with Mr. Hazlett and pictures of the property in question. Members listened quietly and thanked him for his presentation.

ORDINANCES AND RESOLUTIONS

None.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Corporal Weikert reviewed the Report noting the following:
 - ◆ Update on the hiring process; One candidate has passed testing and is having his background checks completed. Hope to have a recommendation by January 2022
 - ◆ Cpt. Weikert shared that he attained certification as a Field Training Officer; congratulation were extended by Members
 - ◆ Safe Driving initiative for the Holiday Season is "Drive Sober or Get Pulled Over"
 - ◆ Statistical Report was reviewed:
 - Crash at Spring Trail
 - Miscellaneous Calls for Service were reviewed

- Updates:
 - Liberty Worship Center hosted Cookies with Santa; it was very successful
 - Borough's Cookies with Santa Event was held on December 5, 2022. It was well attended and successful
 - Fairfield Fire Company held lunch with Santa on Sunday, December 12th for approximately 200.
 - Santa's Mailbox has been very well received and has collected over 100 letters
 - Santa will tour the Borough on Sunday, December 19th aboard Fire Trucks hosted by Fairfield and Fountaindale fire companies.
 - Borough is sponsoring "Adopt-a-Family" and "Holiday Meal Kits" again this year; donations are being accepted until Friday, December 17th.
- Topics of Interest:
 - Fishing Permits are available at the Court House
 - Scams/Internet Crimes and Phone Scams are increasing with the Holiday Season; be diligent; do not give personal information to callers or via email without verification
 - Blood Drive will be held at the Borough Office on Thursday, December 30, 2021
 - COVID-19 Report as of December 9, 2021:
 - ◆ Adams County: 12,314 cases
 - ◆ 17320 zip code: 841 cases
 - ◆ Numbers are on the rise; be safe
 - Newly Elected Officials Bootcamp will be held in Gettysburg January 21st and 22nd of 2022
 - Daddy Daughter Dance – Save the Date: Saturday, February 19, 2022
 - Snow Emergency Route Reminder
 - Newly Elected Officials' Swearing-In Ceremony will be held at the Adams County Courthouse on Thursday, December 30, 2021 at 2pm. Mayor Harris offered to perform the swearing-in for local electees at the Re-organization Meeting of Council on Monday, January 3, 2022.
- Merry Christmas & Happy New Year
- In Requiem:
 - 19 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of November 2021; Mayor Harris noted that 9 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. Copies of the Solicitation Letters for both companies were included in the packet for review. It was noted that the fire tax provides about one half the amount of money necessary to operate the volunteer companies; donations, volunteers and community support cover the other half. Please consider donating.

COMMITTEE REPORTS

Tree Board. Members reviewed the memorandum of December 10, 2021 from Mr. Hazlett regarding the long-term viability of the Tree Board. Following much discussion the following options were available for action:

- ◆ Prepare an Ordinance that would disband the Tree Board
- ◆ Leave the Board in a state of limbo by not replacing members; but not eliminating the Board either
 - Consider Re-aligning Membership to include Council members, Borough Staff and Community Members
 - Clarify the role of the Board Members and or the Board's mission

***R. Verderaime moved; D. Lillard seconded that the Issue be tabled at this time and that Council review the regulations necessary to Combine or Re-establish the Duties of the Tree Board. Motion passed unanimously.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for November 2021.

Following brief discussion:

***D. Lillard moved, R. Verderaime seconded, that Council accept the November 2021 Treasurer's Report as presented. Motion passed unanimously.

Resident Request – Tax Exemption

Members reviewed Mr. Hazlett's memorandum of December 9, 2021 outlining the request to abate all or a portion of the property taxes due on real property owned and occupied as the principal residence of the surviving spouse of a firefighter who dies while in the performance of their duties. It further explained that the Borough has no current program offering this abatement and the resident has asked that Council consider establishing one. Questions posed to the Solicitor during discussion included:

- ◆ Does the State of Pennsylvania offer the abatement of real property tax for the surviving family of a firefighter who suffers a Line of Duty Death
 - No
- ◆ Can a Borough vote to offer such an abatement?
 - No, PA Borough Code does not specifically authorize a Borough to offer the abatement of real property tax for the surviving family of a firefighter who suffers a Line of Duty Death; and there are no PA Statutes that authorize it either.

Resident Request – Deborah Trail

Members reviewed the letter from Mr. and Mrs. Murry requesting that the cul-de-sac of Deborah Trail be vacated and the right-of-way be returned to the appropriate property owners since it has not yet been fully improved or paved. Mr. Hazlett shared:

- ◆ Drawing of the properties in question
- ◆ Areas of the Borough where similar situations exist
- ◆ Information that the neighboring property owners have not been consulted
- ◆ Suggested that the request be Denied or Tabled until further research can be completed

***D. Lillard moved; J. Schubring seconded that the Issue be Tabled for further review. Following additional discussion; this motion was rescinded by Mr. Lillard and Dr. Schubring.

***B. Carr moved; D. Lillard seconded that Council deny the request to vacate the Cul-de-sac of Deborah Trail. Motion passed unanimously.

FY 2022 Proposed Budget.

Mr. Hazlett thanked the Borough Staff, Council, Finance Committee and Mayor for their hard work on the 2022 Budget. He presented a balanced budget with no tax increase for adoption. Following brief discussion:

***D. Lillard moved; M. Wight seconded that the 2022 Proposed Budget be advertised as adopted setting the 2022 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 #6:2021: 2022 Real Estate Tax.

Following brief discussion:

***M. Wight moved; R. Verderaime seconded that Council adopt Resolution #6-2021: 2022 Real Estate Tax fixing the tax rate on Real Estate for 2022 at 2.45 mills. Motion passed unanimously.

Resolution #7-2021: 2022 Dedicated Fire/EMS Tax.

Following brief discussion:

***D. Lillard moved; M. Wight seconded that Council adopt Resolution #7-2021: 2022 Dedicated Fire/EMS Tax fixing the tax rate levied for the dedicated tax appropriated for the operation of fire and emergency services for 2022 at .25 mills. Motion passed unanimously.

Advertisement of 2022 Budget and Tax Rates.

Having adopted the budget and tax levy resolutions; Members acknowledged the requirement to advertise both items. Following brief discussion:

***B. Carr moved; M. Wight seconded that Council authorize advertising the Adoption of the 2022 Budget noting the adopted 2022 Tax Rates as: Real Estate of 2.45 mills; Dedicated Fire/Emergency Services Tax of .25 mills; Earned Income Tax of .50%; Realty Transfer Tax of .50% and Admission Tax of 5.0% or as permitted by law. Motion passed unanimously.

2022 Reorganization Meeting.

As required by PA Code; the Council must meet on the first Monday in January following an election year to reorganize. Following brief discussion:

***M. Wight moved; B. Carr seconded that Council authorize the advertising of the Bi-Annual Reorganization Meeting for Monday, January 3, 2022 at 7:00pm prevailing time as required by PA Borough Code. Motion passed unanimously.

2022 Meeting Schedule.

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

***B. Carr moved; M. Wight 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.

Sale of 2006 Dump Truck.

Mr. Hazlett reported that the truck and equipment successfully sold for \$55,200; considerably more than anticipated.

Reappointment of Deputy Tax Collector.

Members reviewed the memorandum of December 10, 2021 outlining the requirement for the appointment of a Deputy Tax Collector and the recommendation provided by the Borough Tax Collector, Phyllis Doyle-Smith. Ms. Doyle-Smith asked that Ms. Donna Maring be reappointed; it was noted that she is the elected collector for the neighboring municipality of Cumberland Township, she is certified and bonded and has agreed to continue in the position. Following brief discussion:

***M. Wight moved; J. Schubring seconded that Council reappoint Donna Maring, Cumberland Township's elected tax collector to serve as the Deputy Tax Collector for Carroll Valley Borough. Motion passed unanimously.

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 without discussion.

Property Maintenance.

Mr. Hazlett offered additional information regarding the on-going issue on North Trail that was brought to the attention of Members by Mr. Mason during "Open to the Public". He noted that the Borough's Code of Ordinances does not adequately address the issues shared. Mr. Mathews stated that a Property Maintenance Ordinance continues to be a priority of the subcommittee assigned to review the current regulations. Mr. Mathews further suggested that the Planning Commission be tasked with helping to complete the development of a comprehensive Property Maintenance Ordinance.

High-Speed Broadband Update.

Mr. Hazlett reported that the Comcast representative has shared that Comcast has budgeted to fully-fund the expansion of service to the designated areas in 2022. The new target date for completion will be prior to the 2022-2023 school year.

Cortner Pavilion Project.

Mr. Hazlett reported that the project has begun and monthly updates will be provided.

Solid Waste Collection Contract.

Members were informed that the mandatory pre-bid meeting was held at 10am today, December 14, 2021 with three (3) haulers attending. In accordance with the terms of the bidding criteria; these three (3) companies will be the only entities permitted to submit a bid. The opening will be held on Thursday, December 30, 2021 at 10am. Periodic updates will be provided.

NEW BUSINESS

There was none.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ADJOURNMENT

The meeting adjourned at 9:00 P.M. via a motion by B. Carr and seconded by M. Wight that passed unanimously.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 6 and made a part of the Official Minutes.

Gayle Marthers, Borough Secretary