

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, APRIL 12, 2022 – 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
John Schubring
Robert Verderaime via phone @ 7:10pm

Absent

Jessica Kraft

BOROUGH OFFICIALS, ETC

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

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

- Mr. Mathews acknowledged a letter received by Council from Ms. Celene M. Stanley-Beck; he asked Members if there was comment regarding the letter, hearing none; Mr. Mathews moved on to the next item.
- Mayor Ron Harris presented a Certificate of Appreciation to Robin Dicken, representing Neighbors Helping Neighbors. This community outreach group was spearheaded by Mrs. Dicken in response to the many needs of families and individuals during the COVID-19 pandemic and subsequent isolations. The group of volunteers have continued to serve the Fairfield region through Spring and Fall clothing swaps, acting as liaison between volunteers and folks in the community who need assistance with small projects, yard work and the like; and organizing the community to provide monthly “treats” of desserts, flowers, or candy to the two skilled nursing facilities in the area and to those who subscribe to Meals-on-Wheels. Mrs. Dicken accepted the award for the Group and thanked Mayor Harris and the Council for the recognition. She further thanked the Community for the continued support stating that there are many, many individuals who come together to make this group work.

CONSIDERATION OF THE MINUTES OF THE MARCH 15, 2022 REGULAR MEETING

Following brief discussion:

***M. Wight moved; D Lillard seconded, that the minutes of the March 15, 2022 Regular Meeting be approved as submitted. Motion passed unanimously.

ORDINANCES AND RESOLUTIONS

Ordinance #1-2022: Chapter 27 - Zoning. Dave Hazlett addressed his Memorandum asking that Council delay the passage of the ordinance one more month so that significant changes can be made and properly advertised that address double frontage lots and accessory structures. Following additional brief discussion:

*** D. Lillard moved; M. Wight seconded that Council approve the advertising of the Public Hearing to take public comment regarding Ordinance #1-2022: Chapter 27 – Zoning; with the intent to adopt at the May 10, 2022 meeting of Council. Motion passed unanimously.

Resolution #4-2022: Supplemental Appropriations for the 2022 Budget (ARPA funds). Mr. Hazlett reviewed his memorandum of April 8, 2022 explaining that the intent of this resolution is to authorize the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF), provided through the American Rescue Plan Act (ARPA) to be designated as revenue loss in accordance with the Final Rule as published by the U.S. Treasury Department. Following brief discussion:

***M. Wight moved; B. Carr seconded that Council Adopt Resolution #4-2022: Supplemental Appropriations for the 2022 Budget (ARPA funds) and authorize Borough Staff to execute all documents necessary for the proper compliance of the Final Rule for the expenditure of the Coronavirus State and Local Fiscal Recovery Funds. Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Hileman reviewed the Report noting the following:
 - ◆ April 30, 2022 – 9:00am Little League Opening Day Parade Announced
 - ◆ April 30, 2022 – 10:00am Drug Take-Back, reminded everyone to collect their old medication
 - ◆ Statistical Report was reviewed and accepted by consensus.
- Updates:
 - Cortner Pavilion Progress
 - Blood Drive was held at the Borough Office on Thursday, March 24, 2022
 - ◆ 38 Donors
 - ◆ 26 Units Collected
 - ◆ 78 Lives Saved
- Topics of Interest:
 - Spotted Lanternfly – Adams County is now on the Quarantine List
 - COVID-19 Report as of April 9, 2022:
 - ◆ Adams County: 20,847 cases
 - ◆ 17320 zip code: 1,688 cases
 - ◆ Numbers are rising at a much slower pace than over the past 2 months
 - ◆ Testing is available at Wellspan and UMPC facilities
- Upcoming Events:
 - Annual Easter Egg Hunt will be held Saturday, April 16, 2022 at 11am
 - Annual Fishing Derby will be held on Saturday, April 23, 2022 at 8am
 - Fairfield Recreation Association Opening Day Parade will be held on Saturday, April 30, 2022 at 9am
 - National Medicine Take Back will be held on Saturday, April 30, 2022 at 10am
 - 1st Annual Fairfield Area Middle and High School Art Exhibition will be held May 1st – May 31st at the Borough Office. An artist's reception will be held on Friday, May 6th from 4-6pm.
 - 2022 Season of Movie-in-the-Park will open Friday, May 20, 2022 at 7:30pm with Encanto
- In Requiem:
 - 20 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of March 2022; Mayor Harris noted that 3 of those were related to COVID-19

FIRE/EMS/EMA REPORTS

Reports were provided by Fairfield Fire Company for review; they were accepted without discussion. It was shared that the Quarterly Municipal Leaders' Meeting is scheduled for Monday, April 18, 2022.

COMMITTEE REPORTS

Civil Service Commission.

Members accepted the 2021 Annual Report of the Civil Service Commission without comment.

Planning Commission.

Mr. Wight, Planning Commission Chair provided a written report outlining the discussion from the April 4, 2022, meeting. Members accepted the report without comment.

Public Safety Committee.

Mayor Harris, Public Safety Committee Chair provided a written report outlining the content of the meeting held Monday March 14, 2022. Members accepted the report with little comment.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for March 2022.

Following brief discussion:

***D. Lillard moved, B. Carr seconded, that Council accept the March 2022 Treasurer's Report as presented. Motion passed unanimously.

Lake Carroll Spillway Repair.

Mr. Hazlett reviewed his memorandum of April 8, 2022, outlining the capital expenditure of repairs needed for the Outlet area of the Lake Carroll Spillway. Due to the nature of the project and timeframe of the repair; Mr. Hazlett explained that he authorized the repair work which is well within the budgeted amount. The inlet repairs are expected to be completed in early 2023. Following brief discussion with included clarifications of the dates on the contract:

***D. Lillard moved; J. Schubring seconded that Council ratify the decision made by Dave Hazlett, Borough Manager to authorize entering into a contract with Keystone Foundation Repair, Inc to repair the Outlet area of the Lake Carroll Spillway at a cost of \$18,000 to be expended from the Capital Budget. Motion passed unanimously.

2022 Materials Bid. Ms. Marthers reviewed the memorandum of April 8, 2022, regarding the bids received for materials. Following brief discussion:

***M. Wight moved; J. Schubring seconded that Council approve awarding a contract to Alpha Space Control for Line Painting; a contract with Russell Standard for Seal Coating and AC&T for Liquid Propane as the sole responsible bids received for the materials identified. Motion passed unanimously.

Two bids were received for Aggregate; both bids are considered responsible. After brief discussion:

***D. Lillard moved; M. Wight seconded that Council approve awarding a contract to New Enterprise Stone for Item #'s 1, 5, 12, 15, 16 and 17 on the Bid Tabulation of the April 6, 2022, letting. And award a contract to Specialty Granules for Item #'s 2, 4, 6, 7, 8, 9, 10, 11 and 13 on the Bid Tabulation of the April 6, 2022, letting. Motion passed unanimously.

No bids were received for gasoline, diesel fuel, B13 aggregate, and OGS Crushed aggregate. Members were informed that Borough Staff did not recommend seeking additional bids for the aggregate material, the listed material is not often used and can be substituted. After brief discussion:

***M. Wight moved; D. Lillard seconded that Members approve the advertisement for re-bid of gasoline and diesel fuel. Motion passed unanimously.

Liquid Fuels Notification.

Members accepted without comment the notification of the 2022 Liquid Fuels Tax Fund Payment in the amount \$232,747.06.

Lot Trades.

Mr. Hazlett brought to the Members attention that there have been several requests in recent years for lot swaps with the Borough and/or Lot Donations and most often; requests to purchase Borough-owned Lots. Discussion included the following:

- Suggestion that adjoining lot owners be notified of potential lot trades/sales
- Possibly have more than one party interested in the same parcel. Should public auction be considered?
- Borough Staff was asked to create an Evaluation Form for each lot in question
- Could a potential buyer/bidder be required to provide the bank appraisal prior to evaluating an offer?

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.

High-Speed Broadband Update.

Mr. Hazlett stated that there was nothing new to report on this topic.

Appointment of Civil Service Commission Alternate Member.

Nothing.

NEW BUSINESS

Nothing.

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No one addressed Members at this time.

ADJOURNMENT

The meeting adjourned at 8:30 P.M. via a motion by M. Wight and seconded by J. Schubring 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