

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, NOVEMBER 15, 2022 – 7:00 P.M.
BOROUGH OFFICE
MINUTES**

L. Michael Wight, 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

L. Michael Wight
David Lillard
Kari Buterbaugh
Bruce Carr
John Schubring
Jessica Kraft via phone

Absent

Richard Mathews

BOROUGH OFFICIALS, ETC

Ronald J. Harris, Mayor via phone
David A. Hazlett, Borough Manager
Gayle Marthers, Borough Secretary
Clifford J. Weikert, Police Chief

CONSIDERATION OF THE MINUTES OF THE OCTOBER 11, 2022, REGULAR MEETING

Following brief discussion:

*** K. Buterbaugh moved; D. Lillard seconded, that the minutes of the October 11, 2022, Regular Meeting be approved as submitted. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE OCTOBER 18, 2022, JOINT MEETING/BUDGET WORKSHOP with FINANCE COMMITTEE

Following brief discussion:

***J. Schubring moved; K. Buterbaugh seconded, that the minutes of the October 18, 2022, Joint Meeting/Budget Workshop with Finance Committee be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Robert Wood, 90 Toms Creek Trail, Fairfield offered a lot at 96 Toms Creek Trail for possible trade; he will have the lot perc tested

It was determined that public comment was anticipated to be in regard to Item #8d on the agenda; therefore, Members agreed by consensus to alter the agenda to address Item #8d concerning the request for property to be perc tested. Mr. Hazlett reported that the testing has been completed and has passed perc. The original request to trade was denied and with the results now confirmed; is no longer permitted due to the inequitable value of the two properties in question. Moving forward the issue can be dropped at this time or the Borough can consider the offer of Mr. Wood at such time as the proper testing and paperwork are completed; or the Borough can simply offer the lot in question up for sale via sealed bid or public auction. Mr. Hazlett suggested a new appraisal in light of the new information regarding perc status by an alternate appraiser.

Following brief discussion:

***M. Wight moved; D. Lillard seconded that Borough Staff have Borough Lot # RC-0018 (82 Toms Creek Trail) appraised. Motion passed unanimously.

ORDINANCES AND RESOLUTIONS

Ordinance # 3-2022: Fairfield Borough Police Contract Addendum.

Mr. Hazlett reviewed the memorandum of November 10, 2022 explaining the extended contract terms for an additional 5-year period ending December 31, 2027 with a 4% increase each year as has been the case for the past 5-year term. Following brief discussion:

***D. Lillard moved; B. Carr seconded that Council authorize Borough Staff to advertise Ordinance #3-2022 with the intent to adopt at the December 13, 2022 regular meeting. Motion passed unanimously.

Resolution #7-2022: Local Tax Collection Law Amendment Act 57 of 2022.

Members reviewed the resolution associated with Act 57 of 2022 signed into law earlier this year which amends the Local Tax Collection Law to provide waivers for additional fees due to unpaid real estate taxes. These waivers only apply in certain circumstances if submitted to the tax collector within 12 months of a qualifying event. This resolution is required to be passed by January 7, 2023. Following brief discussion:

***D. Lillard moved; K. Buterbaugh seconded that Resolution #7-2022 be adopted as required. Motion passed unanimously.

Resolution #8-2022: PENNVEST Application.

Mr. Hazlett reviewed Resolution #8-2022 needed in order to make application to the Pennsylvania Infrastructure Investment Authority (PENNVEST) for financial support for the Upgrade to the Wastewater Treatment Plant. Following brief discussion:

***D. Lillard moved; K. Buterbaugh seconded that Council authorize Borough Staff and Officials to sign the application and Letter of Responsibility for PENNVEST. Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Veterans Day acknowledged
- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ Civil Service Update – 2 candidates going through the process
 - ◆ Chief Hileman Day – November 16, 2022 Adams County Commissioners Proclamation
 - ◆ Drug Take-Back held Saturday, October 29, 2022
 - 140 pounds of medication turned in
 - 19th event in 9 years
 - ◆ New Body Cameras have been received and are in operation
 - ◆ New Speed Limit Radar Signs have been received and are operational
 - ◆ Statistical Report was reviewed and accepted by consensus
- Fairfield Fire Company Open House was held October 23, 2022
- Trunk-or-Treat was held on Monday, October 31, 2022 with a great turn out
- Neighbors Helping Neighbors will be collecting for gifts for the elderly
- COVID-19 Report as of November 10, 2022:
 - ◆ Adams County: 24,771 cases
 - ◆ 17320 zip code: 2,021 cases
- In Requiem:
 - 10 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of October 2022; Mayor Harris noted that none of those were related to COVID-19
- Happy Thanksgiving

FIRE/EMS/EMA REPORTS

Reports were provided by Fairfield Fire Company for review; they were accepted without discussion. Members reviewed a request from Fountaindale Fire Company for a capital donation to be used toward the purchase of an engine tanker to replace the 21-year-old truck currently in use. The letter did not request a specific amount; Members asked that Borough Staff reach out to the department and request a specific amount.

COMMITTEE REPORTS

Civil Service Commission.

Members reviewed a Committee Application from Timothy Ayers to serve as the alternate. The vacancy happened following Mrs. Buterbaugh's appointment to Council making her unable to serve in this Commission position. Following brief discussion:

***D. Lillard moved; B. Carr seconded that borough resident Timothy R. Ayers of 6 Janet Trail be appointed to serve as the alternate to the Civil Service Commission. Motion carried unanimously.

Parks, Recreation and Environmental Advisory Committee.

Members reviewed the email submitted by member Jennifer Jarrell giving notice of her resignation from the Committee. Following brief discussion.

***B. Carr moved; D. Lillard seconded that Council regretfully accept the resignation of Jennifer Jarrell from the Parks, Recreation and Environmental Advisory Committee. Motion passed unanimously.

Planning Commission.

Report accepted by consensus.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for October 2022.

Following brief discussion:

*** D. Lillard moved, J. Kraft seconded, that Council accept the October 2022 Treasurer's Report as presented. Motion passed unanimously.

FY 2023 Proposed Budget.

Mr. Hazlett presented for advertisement the budget as agreed to at the Joint Meeting of the Borough Council with the Finance Committee held on October 18, 2022. He shared that there will be no tax increase. Following brief discussion:

*** D. Lillard moved; J. Schubring seconded that Borough Council authorize the advertisement of the 2023 FY Budget with the intent to adopt at the December 13, 2022 Regular Meeting of Council in accordance with PA State Borough Code requirements. Motion passed unanimously.

457 Plan Document Amendment.

Members reviewed the memorandum of November 10, 2022 outlining the SECURE Act (Setting Every Community Up for Retirement Enhancement Act) which became law in 2019 and requires that changes be made by December 31, 2022 for compliance with the new regulations. Following discussion:

***J. Schubring moved; D. Lillard seconded that Council authorize Borough Staff to accept and sign the appropriate documents to bring compliance with the SECURE Act of 2019. Motion passed unanimously.

Resident Request.

Mr. Hazlett reviewed the email given to Members from residents Bethany and Jordan Martin regarding their request to purchase Borough owned property at 33 Mason Dixon Trail. Following much discussion:

***D. Lillard moved; J. Schubring seconded that Council authorize the Borough Manager have this and other lots previously identified appraised. Motion passed unanimously.

Adams County Conservation District – MOU.

Mr. Hazlett reviewed the letter of October 7, 2022 from Adams County Conservation District Chair, Carl Keller, Jr outlining their request to update the Memorandum of Understanding on file with the Borough. Following brief discussion:

***B. Carr moved; D. Lillard seconded that Council authorize the execution of the Memorandum of Understanding with the Adams County Conservation District. Motion passed unanimously.

UNFINISHED BUSINESS

Grant Funding Updates. Members reviewed and accepted the written report supplied by Marissa Price of GMS Funding Solutions outlining the various grants being managed by her agency.

High-Speed Broadband Update.

The target date is still December 31, 2022.

Mayor Harris spoke regarding the County's initiative reporting that a survey is slated for release by December 2, 2022 that was prepared by a third party contractor regarding service in all areas of the county. All citizens are encouraged to complete the survey when it becomes available; Mr. Hazlett will make it available on the Borough website and social media pages.

Police Department Ordinance.

No update.

NEW BUSINESS

There was none.

OPEN TO THE PUBLIC

No One addressed Members at this time:

ADJOURNMENT

The meeting adjourned at 8:30 P.M. via a motion by B. Carr 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.