

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, JANUARY 10, 2023 – 7:00 P.M.
BOROUGH OFFICE
MINUTES**

Richard Mathews, Council 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

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

Absent

BOROUGH OFFICIALS, ETC

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Gayle Marthers, Borough Secretary
Clifford J. Weikert, Police
Zachary Rice, Borough Solicitor

Mr. Mathews recognized Chief Weikert who introduced new officer, Seth Reed. Officer Reed shared a brief biography and thanked Members for the opportunity to serve the Borough. Members welcomed Officer Reed.

CONSIDERATION OF THE MINUTES OF THE DECEMBER 13, 2022, REGULAR MEETING

Following brief discussion:

*** M. Wight moved; D. Lillard seconded, that the minutes of the December 13, 2022, Regular Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Chris Warden, 10 Cypress Trail expressed opposition to regulating the number of trailers permitted

Elizabeth Caposell, 31 Main Trail, supports the proposed changes to the ordinance regulating trailers; need limit so as not to create an eye sore.

Michael Jones, 74 Toms Creek Trail, Fairfield responded to what he described as false allegations spoken during the open-to-the-public at last month's meeting. He expressed opposition to regulating the number of trailers permitted as well.

Todd Mason, 8 North Trail, Opposed changes to the ordinance. Stated enforcement of zoning ordinances is lacking and requested better enforcement.

Meg Britenbaugh, 52 Ski Run Trail, expressed opposition to regulating the number of trailers permitted.

Brett Robinson, 2 North Trail, expressed opposition to regulating the number of trailers permitted.

Chris Taylor, 108 Toms Creek Trail, expressed opposition to regulating the number of trailers permitted.

Doug Laptook, 1323 Jacks Mountain Road, expressed opposition to regulating the number of trailers permitted.

Josh Haines, 15 Buffalo Trail, expressed opposition to regulating the number of trailers permitted.

ORDINANCES AND RESOLUTIONS

Ordinance #2-2023: Chapter 10 Property Maintenance.

Much discussion ensued:

- Definition of “enclosed”.
- Who can enforce?
- Section 10-105 needs to be rewritten. Attorney Rice will provide the verbiage.
- Page 6 #21 provides a catch-all to allow flexibility to not have a limited list.
- Page 10 #f outlines the process that follows a ticketing option.
- Docks are not addressed: Attorney Rice stated that a dock could be classified as a “dangerous structure” or as an “attractive nuisance”.
- Section 10-108 needs to be rewritten. Attorney Rice will provide the verbiage.

***M. Wight moved; J. Schubring seconded that Borough Staff work with Attorney Rice to complete the recommended changes, readvertise Ordinance #2-2023: Chapter 10 – Property Maintenance; with the intent to adopt at the February 14, 2023, meeting of Council. Motion passed unanimously.

Resolution #1-2023: 2023 Fee Schedule.

Mr. Hazlett presented the 2023 Fee Schedule for review and approval. A typographical error was found on page 2 under miscellaneous fees: Returned Check Fee should be \$40. Following discussion:

***D. Lillard moved; K. Buterbaugh seconded that Council approve Resolution #1-2023 with the correction of the typographical error. Motion passed unanimously.

Resolution #2-2023: Disposal of Records.

Mr. Hazlett outlined Resolution #2-2023 stating this follows the Pennsylvania State Municipal Records Manual for the disposition of public records. Following brief discussion:

***M. Wight moved; B. Carr seconded that Council approve Resolution #2-2023 authorizing the disposition of public records as outlined. Motion passed unanimously.

Members agreed by consensus to move Agenda item #8b to be discussed at this time. Mr. Wight suggested that the issue be sent back to Planning Commission for additional review and work. Following brief discussion that included the request that those present in the audience consider appointment to the Planning Commission to fill the vacancy:

***M. Wight moved; B. Carr seconded that the issue be sent to Planning Commission for review and rewrite. Motion passed unanimously.

MAYOR’S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ License Plate Reader (LPR) is installed and operational.
 - ◆ Statistical Report was reviewed and accepted by consensus
- Blood Drive was held on Wednesday, January 4, 2023 from 1pm to 6pm:
 - 30 Donors
 - 22 Units collected
 - 62 Lives saved
- Amazon scam information relayed
- Broadband Survey available now and Due by January 12, 2023. All citizens and businesses are encouraged to submit a survey
- COVID-19 Report as of December 12, 2022:

- ♦ Adams County: 25,711 cases
- ♦ 17320 zip code: 2,103 cases
- Daddy Daughter Dance is scheduled for Saturday, February 18, 2023; theme is “Under the Sea”
- In Requiem:
 - 16 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of December 2022; Mayor Harris noted that one (0) of those were related to COVID-19

FIRE/EMS/EMA REPORTS

Reports were provided by Fairfield and Fountaindale Fire Companies for review; they were accepted without discussion. Members were reminded that the Municipal Leaders’ Meeting to be held January 30, 2023 at 7pm.

COMMITTEE REPORTS

Memorandum dated January 6, 2023 outlined the committee members who have agreed to re-appointment; their respective committee affiliation and dates of expiration. Members discussed the various committee seats whose terms were expiring; noting that the most committees have seats that will remain vacant due to no one being available for re-appointment. Following brief discussion:

***M. Wight moved, D. Lillard seconded, that Council re-appoint the following Borough Residents to the corresponding Committees for the appropriate term:

Jessica Kraft	-	Parks, Recreation and Environmental Advisory Committee
David Lillard	-	Planning Commission
Michael Wight	-	Planning Commission
Sara Laird	-	Planning Commission
Frank Buhrman	-	Vacancy Board
Harry Fisher	-	Zoning Hearing Board

Motion passed unanimously.

BOROUGH CONSULTANTS, PROFESSIONALS AND REPRESENTATIVES:

Following brief discussion:

***M. Wight moved; D. Lillard seconded that Council re-appoint the following Professional Consultants to the various position of the Borough:

Borough Auditor	-	Boyer & Ritter, LLC
Borough Engineer	-	P. Eric Mains, P.E.
Borough Sewage Enforcement Officer (SEO)-		KPI Technologies
Borough Solicitor	-	Salzmann Hughes, PC

And the following Individuals to the various County and Regional Committee to represent the Borough:

Representatives to York Adams Tax Bureau:

Borough Representative	-	Ron Harris, Mayor
Borough Alternate Representative	-	Gayle Marthers, Borough Secretary

Representative to Adams County Tax Collection Committee:

Borough Representative	-	Ron Harris, Mayor
Borough Alternate Representative	-	Gayle Marthers, Borough Secretary

Representative to Adams County Council of Governments:

Borough Representative	-	Ron Harris, Mayor
Borough Alternate Representative	-	Gayle Marthers, Borough Secretary

Representative to Fairfield Regional Emergency Management Agency:

Borough Representative	-	Ron Harris, Mayor
Borough Alternate Representative	-	Gayle Marthers, Borough Secretary

The motion passed unanimously.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for December 2022.

Following brief discussion:

*** D. Lillard moved, M. Wight seconded, that Council accept the December 2022 Treasurer's Report as presented. Motion passed unanimously.

2023 Holiday Schedule and Event Schedule.

Following brief discussion:

*** M. Wight moved; K. Buterbaugh seconded that the 2023 Holiday Schedule and Event Schedule be approved as presented. Motion passed unanimously.

Lot Appraisal Results.

Mr. Hazlett reported that the results have not been received at this time.

Surplus Inventory Sale Follow-up.

Mr. Hazlett reported that the sale of the surplus tires realized \$387.

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. Discussion was held with no actions taken.

High-Speed Broadband Update.

Mr. Hazlett was pleased to report that High-Speed Broadband has been installed and is available for residents to purchase.

Police Department Ordinance.

No update.

NEW BUSINESS

There was none.

OPEN TO THE PUBLIC

No one addressed Council at this time:

At 9:04pm:

***M. Wight moved; D. Lillard seconded that Members adjourn to Executive Session to discuss a real estate matter. Motion passed unanimously.

Executive Session ended at 9:34pm with no action to be taken; followed by:

ADJOURNMENT

The meeting adjourned at 9:35 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.