

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, FEBRUARY 14, 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
Richard Mathews, President
Bruce Carr
John Schubring
Jessica Kraft via phone

Absent

Kari Buterbaugh

BOROUGH OFFICIALS, ETC

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

CONSIDERATION OF THE MINUTES OF THE JANUARY 10, 2023, REGULAR MEETING

Following brief discussion:

*** M. Wight moved; J. Schubring seconded, that the minutes of the January 10, 2023, Regular Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Brett Robinson, 2 North Trail, expressed concerns about the Property Maintenance Ordinance specifically the Noxious Weed Law and the Right-of-Way requirements.

ORDINANCES AND RESOLUTIONS

Ordinance #1-2023:Amendment of Chapter 27 Zoning regarding Vacation Rentals.

Mr. Hazlett explained the separation of the Vacation Rentals and the Trailer requirements in the original ordinance revision stating that the Planning Commission is not finished deliberating over the trailer issue; but has completed the review of the Vacation Rentals and puts that amendment before Council with a recommendation to advertise the required public hearing and subsequent vote for the March meeting.

Following brief discussion:

***M. Wight moved; J. Schubring seconded that Council approve the advertising of a public hearing to take public comment regarding Ordinance #1-2023 Amending Chapter 27 Zoning regulations regarding Vacation Rentals and subsequently advertise the Council's intent to adopt Ordinance #1-2023 at the March 14, 2023 regular meeting. Motion passed unanimously.

Ordinance #2-2023: Chapter 10 Property Maintenance.

Members discussed the following:

- Noxious Weeds – Mr. Hazlett will check the link to the list and make sure it is correct.
- Right-of-Way responsibilities verses rights. Solicitor Rice addressed the issue.
- Appeal Process questioned. Solicitor Rice addressed the issue.

Following much discussion:

***M. Wight moved; D. Lillard seconded that Ordinance #2-2023: Chapter 10 – Property Maintenance; be adopted as advertised effective immediately. Motion passed with five (5) yes votes and one (1) no vote cast by Mr. Carr.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ Radar/Speed Sign has been operating for a few months; Chief Weikert shared statistical data retrieved from the units. He noted that over 900 vehicles passed by it on MLK Day on Sanders Road.
 - ◆ Statistical Report was reviewed and accepted by consensus.
 - ◆ Council Member requested information regarding Break-ins and Transients
- COVID-19 Report as of February 8, 2023:
 - ◆ Adams County: 26,223 cases
 - ◆ 17320 zip code: 2,166 cases
- Shared Bidding Thresholds for 2023
- Dave Hazlett recognized at Adams County Boroughs' Association for Outstanding Individual Service to Carroll Valley Borough and Adams County and for his commitment, dedication, leadership, and work ethic. Members offered congratulations.
- Open Burning Rules presented as a reminder to those who are cleaning up from the fall and winter.
- Daddy Daughter Dance is scheduled for Saturday, February 18, 2023; theme is "Under the Sea"
- Healthy Adams County Physical Fitness Initiative shared.
- Maple Madness will be held at Strawberry Hill on March 4, 2023
- Fairfield Fire Company Awards Banquet will be held on Saturday, March 11, 2023
- Tax Day has been extended to April 18, 2023 due to the weekend and a holiday
- Offered Happy Valentine's Day to all.
- In Requiem:
 - 6 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of January 2023; Mayor Harris noted that one (1) 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.

COMMITTEE REPORTS

Public Sewer Advisory Committee. Mr. Mathews asked for a motion to approve the Chapter 94 report that was reviewed by the Committee and recommended for approval. Following no discussion:

***D. Lillard moved; M. Wight seconded that Council approve the Chapter 94 Report and direct Borough staff to file said report in accordance with PA Department of Environmental Protection regulations. Motion passed unanimously.

Committee Applications reviewed by Council. Mr. Mathews addressed two (2) letters of resignation from the Planning Commission. Following brief discussion:

D. Lillard moved; J. Schubring seconded that Council accept the resignation of Sarah Skoczen and Trish Rowe from the Planning Commission. Motion passed unanimously.

Mr. Mathews then explained that these resignations bring the total vacancies on the Commission to three (3) and Members have before them six (6) applications or resumes for residents applying to serve on the Commission. Nominations were accepted as follows:

1st nominated by Mr. Lillard: Bret Robinson

2nd nominated by Mr. Wight: Chris Taylor

3rd nominated by Dr. Schubring: Douglas Browning

4th nominated by Mr. Wight: Brion Fitzgerald

5th nominated by Mr. Carr: Joshua Haynes

It was explained that each nominee would be brought up for roll-call vote in the order in which they were nominated; the first three (3) nominees having received a majority of votes will be appointed to the Commission to fill the vacancies.

	Bret Robinson:	Chris Taylor:	Doug Browning:	Brion Fitzgerald:	Joshua Haines:
Mr. Carr:	<u>Y</u>	<u>N</u>	<u>Y</u>	<u>N</u>	<u>No Vote</u>
Mrs. Kraft:	<u>Y</u>	<u>N</u>	<u>Y</u>	<u>N</u>	<u>No Vote</u>
Mr. Lillard:	<u>Y</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>No Vote</u>
Mr. Mathews:	<u>N</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>No Vote</u>
Dr. Schubring:	<u>Y</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>No Vote</u>
Mr. Wight:	<u>N</u>	<u>N</u>	<u>Y</u>	<u>Y</u>	<u>No Vote</u>

Following the vote tally after each round of voting; results indicate that Mr. Robinson, Mr. Browning and Mr. Fitzgerald will be appointed to the Planning Commission.

The next committee having received applications for membership was the Public Sewer Advisory Committee. Before members could deliberate on the two (2) applicants; Mr. Mathews tendered his verbal resignation from the committee stating that new members would add diversity. Following brief discussion:

***M. Wight moved; D. Lillard seconded that Council accept the resignation of Mr. Richard Mathews from the Public Sewer Advisory Committee. Motion passed unanimously.

With the resignation accepted; there are two (2) vacancies available on the Committee. Following brief discussion:

***D. Lillard moved; J. Kraft seconded that Carroll Valley Borough residents David Funk and Jared Brantner be appointed to the Public Sewer Advisory Committee to fill the vacancies. Motion passed unanimously.

The final application reviewed was for a vacancy on the Parks, Recreation and Environmental Advisory Committee. Having one (1) available vacancy and one (1) applicant:

***J. Schubring moved; D. Lillard seconded that resident Tambi Drees be appointed to the Parks, Recreation and Environmental Advisory Committee to fill the vacancy. Motion passed unanimously.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for January 2023.

Following brief discussion:

*** D. Lillard moved, J. Kraft seconded, that Council accept the January 2023 Treasurer's Report as presented. Motion passed unanimously.

Capital Purchase Request.

Mr. Hazlett explained the memorandum of February 7, 2023, regarding the Capital Expenditure for Security Cameras for the Municipal Services facility at 14 Ranch Trail. Mr. Wight asked that the megapixel of the cameras being recommended be increased to 12 from 8; allowing for much better resolution and picture quality. Mr. Hazlett asked that Members give permission to proceed with the capital purchase as long as the cost does not go above the \$6,580 capital allocation. Following brief discussion:

***D. Lillard moved; M. Wight seconded that Council approve the Capital Expenditure for 12-megapixel security cameras with the caveat that the expense does not exceed the \$6,580 budgeted allocation. Motion passed unanimously.

Lot Appraisal Results.

Mr. Hazlett reported that the Mason Dixon Lot Appraisal results have not been received at this time.

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. Mr. Hazlett explained Resolution #3-2023 updating the PENNVEST application and authorizing its submission with the Borough as the Grantee for a request of \$5,452,398.00 to be used toward advancing the Wastewater Treatment Plant Upgrade. Following brief discussion:

***M. Wight moved; D. Lillard seconded that Members authorize the execution of Resolution #3-2023 which authorizes the preparation and submission of an associated grant funding request from the Pennsylvania Infrastructure Investment Authority. Motion passed unanimously.

Police Department Ordinance.

No update.

NEW BUSINESS

There was none.

OPEN TO THE PUBLIC

No one addressed Council at this time:

At 8:00pm:

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

Executive Session ended at 8:34pm with no action to be taken; followed by:

ADJOURNMENT

The meeting adjourned at 8:35 P.M. via a motion by J. Kraft 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.

Gayle Marthers, Borough Secretary