

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, MARCH 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
Kari Buterbaugh

Absent

Jessica Kraft

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 FEBRUARY 14, 2023, REGULAR MEETING

Following brief discussion:

*** M. Wight moved; J. Schubring seconded, that the minutes of the February 14, 2023, Regular Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Email submitted by resident Bobby Vaughn, 8 Pheasant Trail, expressed concerns about the burning of wood and smoke that it causes. Members reviewed without comment.

ORDINANCES AND RESOLUTIONS

Resolution #4-2023: Intergovernmental Cooperation Agreement between the Borough of Carroll Valley, Hamiltonban Township, and the Fairfield Area School District.

Hamiltonban Township is without an elected tax collector due to a resignation; therefore, Fairfield Area School District is without a collector in that township until the next election period. The School District has asked the borough's collector, Phyllis Doyle, to fill that position for the tax period ending June 30, 2024, when an election can be held to properly fill it. Following brief discussion:

***K. Buterbaugh moved; J. Schubring seconded that Members authorize the execution of Resolution #4-2023 by Borough Officials and Staff and further agree to ratify the Agreement. Motion passed unanimously.

Resolution #5-2023: Intergovernmental Cooperation Agreement between the Borough of Carroll Valley, WellSpan Health, and York/Adams Mental Health, Intellectual, and Developmental Disabilities Program. Chief Weikert explained that the entities are working to combine their respective resources for the purpose of adding a resource to the community in the creation of a position of Co-Responder to assist Law Enforcement in its response to the mental health needs of the citizenry served by our officers. Members clarified that the Co-Responder would not require any funding from the Borough; however, a meeting space and incidental office supplies may be needed from time-to-time. Chief Weikert assured Members that the department would be positively impacted by this Program and requested Members to agree to participate. Following discussion:

***M. Wight moved; B. Carr seconded that Members agree to Execute Resolution #5-2023 and authorize Borough Officials and Staff to ratify the Agreement. Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ DUI Roving Patrols scheduled in March.
 - ◆ Drug Take-Back is scheduled for April 22, 2023
 - ◆ Statistical Report was reviewed and accepted by consensus.
 - ◆ Proposal for Capital Purchase of AED

Chief Weikert reviewed memorandum dated March 8, 2023 requesting Members consider the unbudgeted capital purchase of an Automated External Defibrillator (AED) for the Borough Office Building. Following brief discussion:
***J. Schubring moved; K. Buterbaugh seconded that Members agree to authorize the purchase of an Automated External Defibrillator (AED) for the Borough Office Building at a price not to exceed \$3400. Motion passed unanimously.
- COVID-19 Report as of March 8, 2023:
 - ◆ Adams County: 26,495 cases
 - ◆ 17320 zip code: 2,182 cases
- Daddy Daughter Dance was held Saturday, February 18, 2023, with over 200 in attendance.
- Mayor Harris attended the Fairfield Fire/EMS annual Banquet on March 11, 2023 where he presented the Department with a certificate of appreciation for their service to the citizens of Carroll Valley.
- Purple Paint Law was explained. Reminder to hunters that if you see the purple paint, no hunting is permitted.
- Senate Bill 459 authorizing local police to use Radar/LiDAR for speed enforcement has passed the Transportation Committee and moved into Appropriations. Hope is being held that the bill will make to law this year.
- Warning regarding the increase in Robo-Texting scams. What to watch for and how to protect yourself.
- The annual Easter Egg Hunt will be held Saturday, April 8, 2023 at 11 am. Help is needed to fill the eggs. Contact the Borough office if you are available.
- Tax Day has been extended to April 18, 2023 due to the weekend and a holiday
- In Requiem:
 - 9 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of February 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.

Mr. Hazlett clarified a rumor from the Municipal Leaders' Meeting regarding a merger of our two (2) local fire departments. The discussion was to form a feasibility committee regarding the possibility of more cooperative work between the two departments; discussions of merger are not intended at this stage. Members will be kept informed.

COMMITTEE REPORTS

A Committee Application from Michael Jones for Planning Commission was reviewed by Council. It was noted that the committee has a full compliment of members at this time. Borough Staff was asked to send a letter explaining that and thanking him for his willingness to volunteer.

Planning Commission.

Mr. Hazlett reviewed the memorandum of March 10, 2023 outlining the Commission's regular meeting of March 6, 2023; noting the continued deliberation regarding the proposed trailer restrictions and recommended changes. Members accepted the report without discussion.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for February 2023.

The new format was noted as the new software system is in use. Staff shared that progress is going well. Following brief discussion:

*** M. Wight moved, B. Carr seconded, that Council accept the February 2023 Treasurer's Report as presented. Motion passed unanimously.

Capital Purchase Requests.

Mr. Hazlett explained the memorandum of March 10, 2023, regarding the Capital Expenditure for Security Cameras for the Municipal Services facility at 14 Ranch Trail. Mr. Wight was consulted as requested and the quote was updated to include the 12-megapixel camera with a 10 terabyte storage capacity. This upgrade is quoted at a cost of \$8,870. Following brief discussion:

*** M. Wight moved; K. Buterbaugh seconded that Council approve the Capital Expenditure for 12-megapixel security cameras at a cost of \$8,870.00. Motion passed unanimously.

Mr. Hazlett explained the memorandum of March 9, 2023, regarding the unbudgeted expense of a 73" vibratory roller attachment for the 2006 Bobcat skid-steer loader for Municipal Services. The memorandum prepared by Municipal Services Supervisor Brad Sanders outlined the many uses of this item and provided three (3) quotes ranging from \$3,695 to \$13,699 as required by Borough Code. Following brief discussion:

***M. Wight moved; J. Schubring seconded that Council Authorize the purchase of a 73" Vibratory Roller from Gilbert's Equipment; Biglerville PA at a cost of \$3695. Motion passed unanimously.

The memorandum of March 9, 2023, was explained by Mr. Hazlett requesting Council to authorize Borough Staff to place an advertisement seeking bids for Security Fencing for the Municipal Services Complex on Ranch Trail. Following brief discussion:

***M. Wight moved; K. Buterbaugh seconded that Council authorize Borough Staff to advertise the MS Security Fencing project with the intent to award a contract at the May 9, 2023 meeting. Motion passed unanimously.

2023 Materials Bid. Mr. Hazlett explained the PA Code requirements for bidding and the items for which the Borough is advertising. Following brief discussion:

***M. Wight moved; K. Buterbaugh seconded that Council approve the advertisement of the 2023 Materials Bid as required by Pennsylvania Borough Code. 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 #6-2023 expressing the Borough's commitment to the Carroll Valley Borough Trail Project and authorizing the submission of an associated grant funding request from the Department of Conservation and Natural Resources' Community Conservation Partnerships Program. Following brief discussion:

***B. Carr moved; K. Buterbaugh seconded that Members authorize Elected Officials and Borough Staff to execute Resolution #6-2023 which authorizes the preparation and the submission of an associated grant funding request from the Department of Conservation and Natural Resources' Community Conservation Partnerships Program. Motion passed unanimously.

NEW BUSINESS

Chief Weikert shared with Council that the Ford Expedition assigned to the Police Department has been officially turned over to the Municipal Services Department for their use. Equipment for police use only has been removed and is undergoing review to determine if it will be offered for sale and when.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

Bobby Vaughn, 8 Pheasant Trail, expressed concerns about the burning of wood and smoke that it causes. He requested that the Council consider an ordinance regulating the smoke from wood burning heat sources.

Members reviewed a memorandum from Mr. Francis Murray, 1 Deborah Trail requesting that the Borough vacate the right of-way. Following brief discussion:

***B. Carr moved; M. Wight seconded that Council deny the request. Motion passed unanimously.

It was further asked that the record reflect that consensus of Members present further agree that the cul-de-sac will not be maintained, paved, or plowed of snow.

ADJOURNMENT

The meeting adjourned at 8:10 P.M. via a motion by M. Wight and seconded by K. Buterbaugh 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