

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, JULY 11, 2023 – 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
John Schubring
Bruce Carr
Kari Buterbaugh
Jessica Kraft via phone
David Lillard via phone

Absent

L. Michael Wight

BOROUGH OFFICIALS, ETC

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Clifford J. Weikert, Police Chief
Steven Coccoresse, Borough Solicitor
Gayle R. Marthers, Borough Secretary

CONSIDERATION OF THE MINUTES OF THE JUNE 13, 2023, REGULAR MEETING

Following brief discussion:

*** J. Schubring moved; B. Carr seconded, that the minutes of the June 13, 2023, Regular Meeting be approved as submitted. Motion passed unanimously via roll call.

Public Hearing

The Advertised Public Hearing was opened at 7:05 pm by Council President, Richard Mathews; he outlined the proposed Ordinance #3-2023 and gave a brief overview of the Ordinance and guidelines for the Hearing. Mr. Coccoresse, Borough Solicitor presented a question regarding Recreational Vehicles (RV); Mr. Mathews confirmed the definition of Recreational Vehicle (RV) and that the parking of this vehicle type was addressed in another section. No one from the public addressed Members at this time:

***J. Kraft moved; B. Carr seconded that the Public Hearing be closed at 7:10pm. Motion passed unanimously via roll call.

OPEN TO THE PUBLIC

The following citizens addressed members at this time:

Adam & Katlyn Poulson, 8 Fawn Trail regarding their chicken coop placement on the property.

***Mr. Hazlett stated that the Poulson's have submitted a formal request for Council to review the pending permit; however, due to it being received only hours before the meeting it is unable to be acted upon. The issue will be put on the agenda for next month's meeting.

Sharon Jankowski, 5 Fawn Trail in support of the Poulson request.

Lilly Gallmeister, 5 Fawn Trail in support of the Poulson request.

Kelly Gordon, 2 Fawn Trail in support of the Poulson request.

Edie Jardine, 49 Fawn Trail in support of the Poulson request.

Sheila McCartney, 55 Fawn Trail in support of the Poulson request.

Mr. Mathews assured the Poulson's that their request would be on the agenda for Council discussion in August.

ORDINANCES AND RESOLUTIONS

Ordinance #3-2023: Amending Chapter 27: Zoning Ordinance to modify regulations pertaining parking and home-based businesses.

Mr. Mathews asked for a motion whereby:

*** B. Carr moved; K. Buterbaugh seconded that Members approve Ordinance #3-2023: Amending Chapter 27: Zoning Ordinance to modify regulations pertaining to (i) the parking and storage of certain vehicles and items; and (ii) home-based businesses. Motion passed unanimously via roll call.

Brief discussion included a statement that all trailers must comply with the provisions of section 1405 regarding setbacks and the sentiment that Members are pleased to be able to bring this issue to a compromise.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ Aggressive Driving Enforcement is the focus of July.
 - ◆ Hiring process is moving forward with four (4) applicants and the written test scheduled for next week.
 - ◆ Statistical Report was reviewed and accepted by consensus.
- Carroll Valley Community Blood Drive was held Wednesday, June 28, 2023; there were 33 Donors, 31 Units Collected and 93 Lives Saved
- 19th Annual July 4th Celebration was held on Tuesday, July 4th. Thanks were extended to all Borough Employees who helped prepare the park and those on-hand for the event. Crowd was terrific, band great and the event superb over-all.
- Pet Safety Tips were offered for keeping pets safe during the summer heat.
- Tips were offered regarding how to stay safe for everyone in the summer heat that included the symptoms of Heat Exhaustion versus the more dangerous Heat Stroke.
- In Requiem:
 - 8 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of June 2023; Mayor Harris noted that none (0) of those were related to COVID-19

FIRE/EMS/EMA REPORTS

No reports were submitted.

COMMITTEE REPORTS

Finance Committee.

Mayor Harris, chairperson reported that the committee met on July 5, 2023, to review the 1st two (2) quarters of 2023 finding no significant concerns. The FY2022 Audit was reviewed, and the Committee agreed via consensus to recommend Council acceptance of the Audit. Lastly, the 2024 Budget Timeline was presented. Members accepted the report without comment.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for June 2023.

Following brief discussion:

***B. Carr moved, J. Schubring seconded, that Council accept the June 2023 Treasurer's Report as presented. Motion passed unanimously via roll call vote.

FY 2022 Audit.

Mr. Hazlett reviewed the details of the FY 2022 Financial Audit sharing there were no findings indicating a clean audit. Congratulations was expressed and Borough Staff was thanked for a job well done. Following brief discussion:

***K. Buterbaugh moved; J. Kraft seconded that the FY 2022 Financial Audit be advertised according to PA Borough Code requirements. Motion passed unanimously.

Offer of Lot Donation.

Mr. Hazlett reviewed the Offer of Lot Donation Form for the property at 3 Crestview Trail explaining that the parcel is part of the estate of Ms. Katie Alafoginis. Ms. Alafoginis has willed the parcel to the Borough. Discussion ensued regarding:

- the current versus potential value the land may hold,
- implications if the Borough declines the offer considering it is an estate item,
- would the Borough be required to build a road to the property if a house were built,
- potential for the improvement of the lot given its location,

Following discussion:

***K. Buterbaugh moved, D. Lillard seconded, that the Members accept the donation of Lot # C-0027; 3 Crestview Trail from the Estate of Katie G. Alafoginis. Motion passed with one “no” vote cast by Mr. Carr via roll call.

Discussion continued regarding the issue of lot disposal whereby Mr. Hazlett stated that he is working on developing the framework for the policy by which the Borough would dispose of property. The policy would need to come before Council for approval before it would be utilized. A determination of what property would be sold, the method of sale and use of the proceeds will be a part of the process. A list of borough-owned properties was provided to Members for their review.

Municipal Surplus Sale.

Mr. Hazlett reviewed the memorandum of July 7, 2023 describing the 2015 Scag Turf Tiger II zero turn mower to be offered for sale via Municibid. Following brief discussion:

***J. Kraft moved; B. Carr seconded that Members approve the advertisement to sell a 2015 Scag Turf Tiger II zero turn mower via Municibid. Motion passed unanimously via roll call.

Tax Claim Property Issue.

Mr. Hazlett explained that the documents in the packet were provided for informational reasons and that there is no action to be taken at this time. Borough staff has completed and submitted the necessary exemption request forms for the properties in question and is waiting for the decision to be made. The Borough will seek reimbursement for the paid taxes when the determination is made.

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.

NEW BUSINESS

Council thanked Brad Sanders and Jed Fetter for their monthly reports.

OPEN TO THE PUBLIC

No one addressed Members at this time.

ADJOURNMENT

The meeting adjourned at 8:15 P.M. via a motion by B. Carr and seconded by J. Schubring that passed unanimously.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 4 and made a part of the Official Minutes.