

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, JUNE 13, 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
L. Michael Wight
Bruce Carr
Kari Buterbaugh
John Schubring
David Lillard via phone

Absent

Jessica Kraft

BOROUGH OFFICIALS, ETC

Ronald J. Harris, Mayor
Gayle Marthers, Borough Secretary
Clifford J. Weikert, Police Chief
Zachary Rice, Borough Solicitor
Amanda Bell, Asst. Borough Secretary

CONSIDERATION OF THE MINUTES OF THE MAY 9, 2023 REGULAR MEETING

Following brief discussion:

*** M. Wight moved; B. Carr seconded, that the minutes of the May 9, 2023 Regular Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

G. Marthers shared an email from resident Joseph Collins regarding his request to purchase 6 Fir Trail from the Borough.

Following discussion: Members agreed by consensus to have borough staff draft a uniform policy that will be completed with each borough lot that goes to public auction.

ORDINANCES AND RESOLUTIONS

Resolution #9-2023: Authorizing the presentation of Life Saving Award to a Police Officer Seth Reed of the Borough.

Following brief discussion which included congratulations being extended; Mr. Mathews asked for a motion whereby:

***M. Wight moved; K. Buterbaugh seconded that Members approve Resolution #9-2023: Authorizing the presentation of Life Saving Award to Police Officer Seth Reed of the Borough. Motion passed unanimously.

Resolution #10-2023: Establish a Temporary 30-Day Borough-Wide Ban on any and all Open Burning.

Following brief discussion; Mr. Mathews asked for a motion whereby:

***M. Wight moved; J. Schubring seconded that Members approve Resolution #10-2023: Establish a Temporary 30-Day Borough-Wide Ban on any and all Open Burning. Motion passed unanimously.

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

Mr. Mathews asked for a motion whereby:

***M. Wight moved; B. Carr seconded that Members approve Ordinance #3-2023: Amending Chapter 27: Zoning Ordinance to modify regulations pertaining to parking and home-based businesses. Discussion ensued:

Concerns voiced:

- Definition of Travel Trailer to include the words “licensed and registered” before “motor vehicle”
- What are truck camping trailers?
- Remove truck camping trailers from Travel Trailer definition.
- Definition of Travel Trailer to include the words “but not limited to” after “these units include”
- Should a definition for Truck Campers be added?
- Remove truck camping out of the definition of travel trailer so that the sentence reads “These units include travel, fifth-wheel, and folding truck campers.”
- Recommended that change be made to Section XIV. §1415.C; “Unenclosed Storage and/or Parking Subsection B:
 - Add “the building setback distances as specified for accessory structures in the respective zoning district where the subject property is located” after “or within”

Following the lengthy discussion, the Original Motion was clarified and restated as:

***M. Wight moved: B. Carr seconded that Members approve Ordinance #3-2023 to be advertised as corrected and send to Adams County Planning for their comments and recommendations. Motion passed unanimously.

MAYOR’S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ Click-it or Ticket Initiative Enforcement was carried out in May and will continue until the end June.
 - ◆ Hiring process is moving forward with a few applicants.
 - ◆ Statistical Report was reviewed and accepted by consensus.
- Attended Adams County Annual Fallen Officers Memorial Service held at Adams County 911 Center.
- Fairfield Area School District Kindergarten visit to the Carroll Valley Community Education Center held on Monday, May 22, 2023.
- Adams Regional Emergency Medical Services annual ambulance subscription drive announced.
- Neighbors Helping Neighbors seeking gift card/donations and clothing for local family who lost their home to a fire.
- Ice Cream Social for the elderly will be held Wednesday, June 21, 2023 from 1PM -3PM in the Carroll Commons Park.
- Fairfield Fire & EMS 3rd Annual “Early Day Cruise-In” will be held Sunday, June 25, 2023 from 9AM -2PM.
- Carroll Valley Community Blood Drive will be held Wednesday, June 28, 2023 from 1PM – 6PM.
- 19th Annual July 4th Celebration will be held on Tuesday, July 4th.
- 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 May 2023; Mayor Harris noted that none (0) of those were related to COVID-19

FIRE/EMS/EMA REPORTS

Reports from Fairfield and Fountaindale Fire Departments were accepted without comment.

COMMITTEE REPORTS

Planning Commission.

Mr. Wight reviewed his notes outlining the Commission's regular meeting of June 5, 2023. Members accepted the report without discussion.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for May 2023.

Following brief discussion:

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

East Wind/Valley Trails Project.

G. Marthers stated East Wind Trail is finished. The Flexible Base material has been put down on Valley Trail and the crew is currently working on the sides of the road and should be finished no later than the end of the week.

Comcast Franchise Agreement.

Members reviewed the franchise agreement.

Following brief discussion:

***M. Wight moved, B. Carr seconded, that Members accept the agreement as presented. Motion passed unanimously.

Sewer Treatment Plant Bid Packet – Request to Advertise.

Members reviewed the advertisement.

Following brief discussion that included a concern regarding : Page 430, Section 26 32 13 – Engine Generator; Members questioned why the word “six” is in red? And asked if Section B letter H be added to the sentence in number 1. Mr. Cunningham from Keller Engineering provided clarification.

Following discussion:

***M. Wight moved, K. Buterbaugh seconded, that the Members accept the advertisement as presented. 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.

NEW BUSINESS

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

Mr. Carr stated he would like to sit down with David Hazlett and Gayle Marthers regarding the different recreation committees of the borough.

OPEN TO THE PUBLIC

No one addressed Members at this time.

ADJOURNMENT

The meeting adjourned at 8:37 P.M. via a motion by M. Wight and seconded by B. Carr that passed unanimously.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 5 and made a part of the Official Minutes.

Amanda Bell, Asst. Borough Secretary