

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, OCTOBER 10, 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
Jessica Kraft – via phone

Absent

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 SEPTEMBER 12, 2023 REGULAR MEETING

Following brief discussion:

*** M. Wight moved; J. Schubring seconded, that the minutes of the September 12, 2023 Regular Meeting be approved as submitted. Motion passed unanimously.

Public Hearing

The Advertised Public Hearing was opened at 7:05 pm by Council President, Richard Mathews; he outlined the proposed Ordinance #4-2023 and gave a brief overview of the Ordinance and guidelines for the Hearing. The following individuals addressed Members at this time:

- Tiffany Price, 59 Mile Trail, Carroll Valley, requested clarification of the proposed ordinance.
- Kaitlyn Wimer, 8 Fawn Trail, Carroll Valley, not in favor of the proposed ordinance.
- Debbie Jones, 12 Marlene Trail, Carroll Valley, stated residents should buy properties that allow for additional building.

Mr. Mathews requested additional comment; hearing no one:

***M. Wight moved, D. Lillard seconded that the Public Hearing be closed at 7:17 pm. Motion passed with Mr. Carr voting no.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

- Debbie Jones, 12 Marlene Trail, Carroll Valley, regarding a plaque that was dedicated to her father that is missing at Lake Mae. She is interested in becoming a member of either the Zoning Hearing Board or Planning Commission. She also thanked the police department for their increased patrol of the area.
- Katlyn Weimer, 8 Fawn Trail, Carroll Valley, regarding their chicken coop placement on the property.

Members discussed at length the issue of the chicken coop location for the 8 Fawn Trail property. General consensus of Members agreed to discuss Agenda Item # 6a; a proposed amendment to the Ordinance governing Backyard Chickens to allow the coop be placed anywhere on the property so long as it meets the underlying zoning requirements of the district in which the property is located. It was noted that the coop at 8 Fawn Trail would not meet the zoning requirements; therefore, after much discussion:

***B. Carr moved; D. Lillard seconded that Borough Council grant an exception to the Deeded Property Owner, Adam Neal Colson, regarding the location of the chickens and coop specifically allowing the coop and the chickens to remain in their current location in the front yard of the property. The motion further directed the Code Enforcement/Zoning Officer to issue a Backyard Chicken Permit to Mr. Adam Neal Colson provided the coop met the remaining requirements of the Ordinance. Motion carried via roll call vote with six (6) Yes votes and one (1) no vote being cast by Mr. Mathews.

ORDINANCES AND RESOLUTIONS

Ordinance #4-2023: Chapter 27 Amendment: Accessory Building Setbacks and Permitting requirements for Home Occupation and No Impact Home-Based Businesses.

This ordinance modifies the regulations pertaining to the placement of accessory structures on residential lots and outlines the permitting requirements for Home Occupation and No-Impact Home-Based Businesses. Following brief discussion:

***M. Wight moved, K. Buterbaugh seconded that Council approve Ordinance #4-2023. Motion passed with Mr. Carr voting no.

Resolution #12-2023: Authorization for LSA Grant Submission.

This resolution is required to make an application to the Statewide Local Share (LSA) Account Program for consideration of a grant funding request of the Commonwealth Financing Authority. The grant would be used to improve Carroll Commons.

***B. Carr moved, M. Wight seconded to authorize the execution of Resolution #12-2023 by Borough Staff and Officials. Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ Medication Take-Back Scheduled for Saturday, October 28, 2023 from 10AM-2PM
 - ◆ An AED has been installed in the vestibule of the borough office for public use. The chief gave a brief overview of how the AED works.
 - ◆ Chief Weikert reviewed his memorandum of October 5, 2023 outlining his request for approval to offer a signing bonus of up to \$20,000 to help with the recruitment of a new officer. The memorandum also requested permission to add a Cadet Program to the Department's positions. This would require a change to the Civil Service Commission Regulations and approval by the Council. Following much discussion:
 - ***D. Lillard moved; B. Carr seconded that Council authorize Chief Weikert to advertise for a full-time patrol officer and in addition to the normal salary and benefits package; that a signing/retention bonus be offered not to exceed \$20,000 depending upon experience. Motion passed unanimously.
 - ***D. Lillard moved; B. Carr seconded that Council direct the Civil Service Commission to prepare an amendment to the Regulations forming a new position of Police Cadet to allow a qualified applicant to attend the Academy while employed by the Borough at the cost of the Borough. Motion passed unanimously.

Discussion continued regarding the addition of a fourth (4th) officer to the budget proposal. Consensus of the Members was to have Borough Staff provide an update to the 2024 Budget Proposal that outlines the implications of the addition of the fourth (4th) officer. That information will be made available to Member and the Finance Committee in the packet prior to the Joint meeting of Council with Finance Committee for the Budget Workshop scheduled for Tuesday, October 17, 2023.

- Updates:
 - Blood Drive was held Wednesday, September 27, 2023:
 - ◆ 23 Donors
 - ◆ 18 Units Collected
 - ◆ 54 Lives Saved
 - Shared information about viruses/flu affecting the community
 - Provided additional information on Phishing Scams and how to protect yourself
 - E-Recycling is scheduled for Saturday, October 14, 2023 from 8AM-11AM at Liberty Township
 - 59th Annual National Apple Harvest Festival will be held October 14-15, 2023 from 8AM-5PM
 - Liberty Wine Festival will be held October 14-15, 2023
 - Fairfield Community Fire Company Open House will be held Sunday, October 15, 2023 from 1PM-3PM
 - Neighbors Helping Neighbors will be holding a clothing giveaway on Saturday, October 21, 2023 from 11AM-2PM at the Liberty Worship Center
 - Trunk-or-Treat will be held on Tuesday, October 31, 2023 from 6PM-8PM
 - ◆ Food Trucks available from 5PM-8:30PM
 - ◆ The Super Mario Bros Movie begins at 7PM
 - ◆ Costume Contest from 6PM-8PM
 - Fall General Election will be held Tuesday, November 7, 2023
- In Requiem:
 - 11 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of September 2023; Mayor Harris noted that two (2) 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 October 2, 2023. Members accepted the report without discussion.

A Committee Application was received seeking interest on the Zoning Hearing Board. Council asked borough staff to reach out to the individual to let them know at the present time there are no vacancies.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for September 2023.

Following brief discussion:

***M. Wight, D. Lillard seconded, that Council accept the September 2023 Treasurer's Report as presented. Motion passed unanimously.

FY2024 Liquid Fuels Allocation

Members reviewed the PA Department of Transportation notice expressing the 2024 estimated liquid fuels allocation of \$236,265.04. Notice was accepted without comment by consensus.

Vail/Ski Liberty Operating Cor. Subdivision and Land Development Plan Extension Request

Following brief discussion:

***D. Lillard moved, J. Schubring seconded to grant the sixty (60) day extension with regard to the borough's obligation to take action on the referenced plan. 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.

Lot Sale Guidelines

Members reviewed the Lot Sale Guidelines that were provided by Mr. Hazlett. Following brief discussion:

***M. Wight moved, D. Lillard seconded to approve the Lot Sale Guidelines. Motion passed with K. Buterbaugh voting no.

Carroll Valley Wastewater Treatment Facility Project Update

G. Marthers stated majority of the paperwork has been submitted and the settlement date is scheduled for early November.

OPEN TO THE PUBLIC

The following citizen addressed Members at this time:

- Katlyn Weimer, 8 Fawn Trail, Carroll Valley, regarding a new trend of stealing Hyundai vehicles.

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

At 8:55pm:

Members adjourned to Executive Session to discuss a legal matter; stating that there would be no action needed at the conclusion.

ADJOURNMENT

The meeting adjourned at 8:55 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.

Amanda Bell, Asst. Borough Secretary