

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, JANUARY 23, 2024 – 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, President
John Schubring, Vice President
L. Michael Wight, President Pro Tempore
Bruce Carr
Cody Gilbert
David Lillard
Catherine Schubring

Absent

BOROUGH OFFICIALS, ETC

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

Mr. Mathews announced that Members had met in Executive Session on January 23, 2024, at 6:00pm regarding a potential legal issue. No Action was Taken nor Required.

CONSIDERATION OF THE MINUTES OF THE DECEMBER 12, 2023, REGULAR MEETING

Following brief discussion:

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

CONSIDERATION OF THE MINUTES OF THE JANUARY 2, 2024, REORGANIZATION MEETING

Following brief discussion:

*** M. Wight moved; J. Schubring seconded, that the minutes of the January 2, 2024, Reorganization Meeting be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

No one addressed members at this time.

ORDINANCES AND RESOLUTIONS

Resolution #2-2024: Disposal of Records.

Mr. Hazlett outlined Resolution #2-2024 stating this follows the Pennsylvania State Municipal Records Manual for the disposition of public records. Following brief discussion:

***M. Wight moved; J. Schubring seconded that Council approve Resolution #2-2024 authorizing the disposition of public records as outlined. Motion passed unanimously.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ Civil Service Commission submitted a List of Eligibles on which only one name appeared: Jonathan Anderson. Chief Weikert reviewed his memorandum of January 5, 2024, where he requested Council appoint Jonathan Anderson as a full-time Police Officer with a one-year probationary period conditioned on his passing

the required medical/vision and psychological examinations and successfully obtaining his Act 120 certification. He further requested a starting salary of \$70,000 and \$5,000 for the next two years, getting him to a salary of \$80,000 in 2026 with a \$5,000 signing bonus to be paid upon hire. Following brief discussion: ***M. Wight moved; C. Gilbert seconded that Council appoint Jonathan Anderson as a full-time Police Officer with a one-year probationary period conditioned on his passing the required medical/vision and psychological examinations and successfully obtaining his Act 120 certification. He further requested a starting salary of \$70,000 and \$5,000 for the next two years, getting him to a salary of \$80,000 in 2026 with a \$5,000 signing bonus to be paid upon hire. Motion passed unanimously.

- ♦ Chief Weikert reviewed his memorandum of January 16, 2024, requesting the promotion of Officer Seth Reed from probationary police officer to regular full-time police officer. Following brief discussion that included many accolades for Patrolman Reed and his performance with the Borough:

***J. Schubring moved; M. Wight seconded that Council promote Patrolman Seth Reed from probationary police officer to regular full-time police officer. Motion passed unanimously.

- ♦ Shared that the next series of Civil Service Exams are pending in early February.
 - ♦ Shared that there have been several cases of Criminal Mischief cases in the K-Section of the Borough. Residents were asked to keep alert and call 911 if they see anyone acting suspiciously.
 - ♦ Shared that Liberty Mountain is open and very busy; please be careful when traveling Route 116 and consider avoiding the area if possible.
 - ♦ Statistical Data was shared. Members accepted without comment.
- Updates:
 - Daddy Daughter Dance scheduled for Saturday, February 10, 2024; reservations are being taken now.
 - Announced that the next Blood Drive will be held Friday, February 16, 2024.
 - In Requiem:
 - 12 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of December 2023.

FIRE/EMS/EMA REPORTS

Reports from Fountaindale Fire Department were accepted without comment.

COMMITTEE REPORTS

Committee Descriptions.

Mr. Hazlett shared the various descriptions for committees of council and the ad hoc committee recently proposed. Members reviewed them and found them acceptable with the inclusion of written notes being submitted to council after each meeting. Following discussion:

***D. Lillard moved; J. Schubring seconded that Council adopt the committee structure with descriptions as outlined with the addition of a responsibility for each committee chairperson to provide written notes to council following meetings. Motion passed unanimously.

Committee Appointments.

Members reviewed the membership list for all committees noting those requiring appointment or re-appointment, and the memorandum from Mr. Hazlett regarding applications received from citizens. Following discussion the following actions were taken:

***D. Lillard moved; C. Gilbert seconded that the following citizens be appointed to the Community Park Ad Hoc Committee: James Detwiler, David Drees, Jessica Kraft, Rob Meier, Jesse Phillips, Tom Pottiger, Theodore Sayres, Christopher Warden, and Heather Wight. Motion passed unanimously.

***M. Wight moved; J. Schubring seconded that Debbie Jones, Jeff Panabaker and Lisa McLeod-Simmons be appointed to serve on the Planning Commission. Motion passed unanimously. Members thanked Owen Phelan and Bret Robinson for their time on the Commission.

***D. Lillard moved; M. Wight seconded that Richard Buterbaugh be appointed to the Zoning Hearing Board as a regular member and Anthony Golden be appointed as the alternate to fulfill Mr. Buterbaugh's term. Motion passed unanimously.

***D. Lillard moved; J. Schubring seconded that Jason Shay be appointed to the Finance Committee. Motion passed unanimously.

Mayor Harris asked that the Public Safety Committee be tabled until next month; he has not spoken to the members requiring re-appointment to confirm their desire to serve.

The following committees have vacancies to be filled:

Parks and Recreation Committee	-	one (1) opening
Environmental Advisory Committee	-	three (3) openings
Public Safety Committee	-	one (1) opening

Mr. Hazlett announced the award of a new park grant in the amount of \$212,000 for a Nature/Walking Trail to be located along Skylark trail on a tract of land owned by the Borough. Council asked borough staff to advertise for members interested in serving on an ad hoc committee for the purpose of designing this trail.

Planning Commission.

Mr. Wight reported that the Commission did not meet in January; however, the Short-Term Rental Ordinance has been reviewed by the attorney, staff, and planning commission. Mr. Hazlett explained that the document is before Members for possible action. Following much discussion; non-substantive changes were agreed to by consensus that include confirming the definitions of various terms are consistent with Chapter 27: Zoning; removal of an erroneous "T" on page 4, under #3; and the inclusion of the words "for any owner" on page 9 Section 204-14 subsection B in the last sentence after the word "Chapter".

***D. Lillard moved; J. Schubring seconded that Council advertise Ordinance #1-2024: Amending Chapter 11 to add Part 2 Regulating Short-Term Rentals with the intent to adopt at the February 13, 2024, meeting. Motion passed with 6 yes votes and Mr. Carr casting a no vote.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for December 2023.

Following brief discussion:

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

Surplus Inventory Sale.

Members reviewed the memorandum of January 5, 2024, prepared by Mr. Hazlett requesting authorization to offer several items for sale using the Municibid public auction site. Following brief discussion:

***M. Wight moved; D. Lillard seconded that Borough Staff be authorized to advertise and sell the following items via Municibid.com website:

1. 10 x 12 Barn Style Shed

2. 2" Pipe Threader
3. Chain Link Gates
4. Concrete Culvert Pipe
5. Corrugated Culvert Pipe (18pcs)
6. Kasco Aerators
7. Metal Pallet Racking
8. Pipe Benders
9. Porter Cable Battery Powered Tools
10. Privacy Chain Link Fence
11. Sewer Pig
12. Sewer Snakes
13. Werner Ladder Stabilizer

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.

8 Fawn Trail – Exception for Chicken Coup.

The property owners were unable to attend the meeting; Council briefly discussed the issue and asked Mr. Hazlett to reach out to the owners to offer the Zoning Hearing again.

NEW BUSINESS

At the suggestion of the attorney, the agenda items under new business were tabled at this time.

OPEN TO THE PUBLIC

No one addressed Members at this time:

ADJOURNMENT

The meeting adjourned at 9:00 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.

Gayle R. Marthers. Borough Secretary