

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
Of BOROUGH COUNCIL
TUESDAY, JULY 13, 2010 – 7:00 P.M.
BOROUGH OFFICE**

MINUTES

Council President John VanVolkenburgh 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

John J. VanVolkenburgh, President
William K. Reinke
Frank A. Buhrman
Neal E. Abrams
Tammy Lytle
N. Kenneth Lundberg

Absent

Daniel J. Patton

BOROUGH OFFICIALS, ETC.

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Gayle R. Marthers, Borough Secretary
Chief Richard L. Hileman
Melissa Divers, Borough Solicitor

Absent

None

EXECUTIVE SESSION

Upon request of Borough Council President, John Van Volkenburgh,

***W. Reinke moved, T. Lytle seconded, that the Council enter Executive Session at 7:05PM to discuss a potential litigation issue.

OPEN SESSION

Council opened to the public at 7:35 PM. Mr. VanVolkenburgh stated that the Members had discussed an issue of potential litigation. No action required at this time.

CONSIDERATION OF THE MINUTES OF THE JUNE 15, 2010 REGULAR MEETING

***K. Lundberg moved, T. Lytle seconded, that the minutes of the June 15, 2010 regular Council meeting be approved as submitted. Motion carried unanimously.

OPEN TO THE PUBLIC

The following citizens asked to be heard:

Ms. Dorothy Corbin of 22 Lakeview Trail, Carroll Valley; Resident regarding Lake Carroll
Mr. John Packard of 34 Lakeview Trail, Carroll Valley; Resident regarding Lake Carroll

ORDINANCES AND RESOLUTIONS

There were none.

MAYOR'S REPORT – R. HARRIS

Mayor Harris provided updates or follow-ups for the following:

- Thank You extended to the following individuals for their work on the July 4th Celebration:
 - Gayle R. Marthers
 - Frank Buhrman
 - David A. Hazlett
 - Borough of Carroll Valley's Municipal Services Crew
- Chief Hileman reported on the monthly Police Calls
- Extended Bus Service – Update
- Chief Hileman announced the proposed schedule of events for the Annual National Night Out Event scheduled for Tuesday, August 3, 2010 from 5:00PM – 8:00PM
- Announced vacancies on Borough Committees

- Shared a list of the upcoming meetings and events
- Honored fallen police and fire personnel in Pennsylvania

Fairfield Fire/EMS Report.

Mr. Abrams provided updates or follow-ups for the following:

- Reported the monthly Fire/EMS calls for the department
- Requested that residents update or install address signs
- Announced that due to the extremely hot, dry weather; the risk of wild fire is very high

COMMITTEE REPORTS

Finance Committee. Mr. Reinke, Committee Member provided updates or follow-up on the following:

- Announced that there is still a vacancy on the committee
- In review of the 2nd Quarter Financial Statements the following was noted:
 - Property Tax Collection is noticeably higher than this same time last year
 - \$31,000 grant forth-coming from Snow Storm Reimbursement
 - Cable Franchise fees are considerably lower
 - Building Permit fees are below expectations
- Property Re-Assessment results were discussed briefly noting:
 - Increase of Borough Tax Liability from approximately \$10,000 in 2010 to an estimated \$67,000 in 2011.
 - Mr. Hazlett and Mayor Harris have scheduled a meeting with the Appraisal Company responsible for the assessments and an Adams County Commissioner to discuss the issue.
- Budget Timeline was reviewed and will remain essentially the same as in previous years with the addition of a joint workshop meeting of Council and Finance. In past years there was only one scheduled meeting and after consideration a second was scheduled.

Parks, Recreation and Environmental Advisory. Mrs. Lytle, Committee Member reported that new member Karen M. Keilholtz was welcomed. She further stated that the committee does not have any new projects on their agenda at this time.

Planning Commission. Mr. Abrams, Committee Vice Chairman provided updates or follow-up on the following:

- Adams County SPCA provided information to Members regarding the humane handling of feral cats
- Noise ordinance was discussed briefly
- Mayor Harris provided a brief update on the Adams Regional Joint Comprehensive Planning Group's efforts to construct the Joint Multi-municipal Comprehensive Plan

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Mr. Hazlett offered thanks to Mayor Ron Harris for his outstanding work on the Annual July 4th Celebration.

Treasurer's Report for June 2010.

Following brief discussion:

*** W. Reinke moved, F. Buhrman seconded, that Council accept the June 2010 Treasurer's Report as presented. Motion carried unanimously.

Approval of Adams County Tax Collection Committee Invoice. Mr. Hazlett asked that the Members review the invoice for \$104.78 from the ACTCC for the Borough's prorated portion of the budget for 2010 operations of the Committee. The following action was taken:

*** K. Lundberg moved; F. Buhrman seconded that the invoice for \$104.78 from the ACTCC for the Borough's prorated portion of the budget for 2010 operations of the Committee be paid. Motion carried unanimously.

Request for Advertising of Sealed Bids. Mr. Hazlett asked that the Members approve the advertising for sealed bids for a used/refurbished Bucket Truck to replace the Borough owned 1974 model that has become unsafe to operate. He explained that the purchase was budgeted in the Capital Reserve Plan. After brief discussion: ***F. Buhrman moved; K. Lundberg seconded that the Borough advertise for sealed bids for a used/refurbished Bucket Truck. Motion passed unanimously.

Request to Purchase Wood Chipper. Mr. Hazlett asked that the Members approve the budgeted Capital Expenditure of \$23,435.85 for a 2007 Wood Chipper through PA State Contract. After brief discussion: ***K. Lundberg moved; T. Lytle seconded that the Borough make the Capital Purchase of \$23,435.85 for a 2007 Wood Chipper through PA State Contract. Motion carried unanimously.

Mr. Hazlett asked that Council consider allowing AFLAC insurance company to make a presentation to employees regarding supplemental coverage that they offer. The cost to the Borough would involve only the Secretary's time to process the payroll deductions if an employee chose to participate. Consensus of the Members was to allow the presentation.

UNFINISHED BUSINESS

Section "F" Dam Repairs. Mr. Hazlett reviewed the Bid Tabulation prepared by the Borough Engineer from the opening of bids for the 2010 Spillway Foundation/Embankment Repair Project on July 7, 2010. After discussion:

*** K. Lundberg moved; W. Reinke seconded to award the contract for the 2010 Spillway Foundation/Embankment Repair Project to the lowest responsible bidder, Hillis-Carnes Engineering Associates for a base bid price of \$25, 541.00 noting that as recommended by the Engineer, Solicitor and Manager; prevailing wage would be paid. Motion carried unanimously.

NEW BUSINESS

No new business was brought before Council.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ADJOURNMENT

The meeting was adjourned at 8:47 P.M.

ATTENDANCE REGISTER

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

Gayle R. Marthers, Recording Secretary