

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
OF BOROUGH COUNCIL
TUESDAY, FEBRUARY 13, 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 JANUARY 23, 2024, REGULAR MEETING

Following brief discussion:

*** M. Wight moved; C. Gilbert seconded, that the minutes of January 23, 2024, Regular Meeting rescheduled from January 9, 2024, be approved as submitted. Motion passed unanimously.

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

- Katlyn Weimer, 8 Fawn Trail, Carroll Valley regarding keeping her chicken coop
- Adam Colson, 8 Fawn Trail, Carroll Valley regarding keeping his chicken coop
- An email from Theresa Roberts requesting consideration of a discount on the public sewer bill due to her status as a retired disabled Veteran

ORDINANCES AND RESOLUTIONS

Ordinance #1-2024: Amendment to Chapter 11 regarding Short-Term Rental Regulations.

Mr. Hazlett outlined Ordinance #1-2024 stating that the ordinance has been properly advertised in accordance with the Borough Code and before Members for action. Following brief discussion:

***M. Wight moved; D. Lillard seconded that Council approve Ordinance #1-2024 amending Chapter 11 of the Carroll Valley Borough Code of Ordinances adding Part 2 regulating Short-Term Rentals. Motion passed on a 5-2 vote: C. Gilbert and B. Carr cast “no” votes.

Resolution #3-2024: Accepting the Dedication of Parcel ID No. 43005-0066---000.

Mr. Hazlett explained the circumstances surrounding the offer of donation from E. Allen Ahearn and Esthere A. Ahearn. Following discussion:

***D. Lillard moved; J. Schubring seconded that Members accept the donation from E. Allen Ahearn and Esthere A. Ahearn via Resolution #3-2024: Dedication of Parcel ID No. 43005-0066---000. Motion passed on a 6-1 vote: B. Carr cast the “no” vote.

MAYOR'S REPORT – R. HARRIS

- Police Report
 - Chief Weikert reviewed the Report noting the following:
 - ◆ The search for the fourth officer is going well. Chief anticipates that a list of eligibles will be presented at the March 2024 meeting.
 - ◆ Newly hired officer, Jonathan Anderson, will start on February 19, 2024, and plans to attend the March 2024 meeting.
 - ◆ Shared that the department would like to sell the 2014 Police Cruisers now that the new Durango's are in service.
 - ◆ Statistical Data was shared. Members accepted without comment.
- Updates:
 - Groundbreaking for the new sewer treatment plant was held on February 2, 2024
 - Daddy Daughter Dance was held Saturday, February 10, 2024; very successful; 244 in attendance; thank you extended to all involved
 - Reminded everyone that the next Blood Drive will be held Friday, February 16, 2024.
 - Announced the Adams County Glass Recycling Initiative starting the 1st Saturday of March
- In Requiem:
 - 7 Officers from various cities across the US were honored for their bravery following their Line-of-Duty deaths during the month of January 2024.A

FIRE/EMS/EMA REPORTS

Reports from Fountaindale Fire Department were accepted without comment.

COMMITTEE REPORTS

Committee Appointments.

Mr. Hazlett reviewed his memorandum of February 8, 2024, regarding Committee Volunteers that listed one resident interested in the Environment Advisory Committee and one resident interested in any assignment. Following discussion, the consensus of Members was to have Borough Staff reach out asking for volunteers again and table the appointments at this time.

Mr. Hazlett Mr. Hazlett reviewed his memorandum of February 6, 2024, regarding Nature Trail Ad Hoc Committee. Following discussion the following action was taken:

***D. Lillard moved; M. Wight seconded that the following citizens be appointed to the Nature Trail Ad Hoc Committee: Aaron Baker, Jim Detwiler, Chris Nigida, Amanda Richardson, Bruce Rowland, Pam Rowland and Tim Skoczen. Motion passed unanimously.

Members discussed the possibility of creating an Ad Hoc Committee to plan the 50th Anniversary Celebration of the Borough's incorporation. Mayor Harris shared that a small group of citizens including Council members have met one time to discuss an event that would celebrate the history of the Borough. Mr. Carr recommended that Council take ownership of the event and create an Ad Hoc Committee. Following discussion, Members agreed by consensus to form the Ad Hoc Committee with member appointments at the March 2024 meeting.

Planning Commission.

Mr. Wight reported that the Commission met on February 5, 2024, and discussed the Long-Term Rental Rules and Regulations. This is a work-in-progress with additional updates as available.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for January 2024.

Following brief discussion:

***C. Gilbert moved, M. Wight seconded, that Council accept the January 2024 Treasurer's Report as presented. Motion passed unanimously.

Surplus Inventory Sale.

Members reviewed the memorandum of February 8, 2024, prepared by Mr. Hazlett requesting authorization to offer two (2) 2014 Dodge Charger Police Vehicles for sale using the Municibid public auction site. Following brief discussion:

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

1. 2014 Dodge Charger Police Vehicle
2. 2014 Dodge Charger Police Vehicle

Motion passed unanimously.

Open Records Appeal – Final Determination.

Mr. Hazlett reviewed his memorandum of February 8, 2024, outlining the final determination of the Pennsylvania Office of Open Records regarding an appeal submitted by resident Todd Mason of 8 North Trail, Carroll Valley. The appeal was denied because Mr. Mason was given every document the Borough had in its possession as requested in the initial Open Records Request received by the Borough. Members accepted the determination without comment.

Discussion ensued regarding the possibility of designating Chief Weikert as the Open Records Officer for the Police Department. Borough Solicitor, Zachary Rice explained the importance of the role of Open Records Officer and opined that it would be prudent to make the designation; however, since it was not on the agenda the issue must be tabled until next month. Members agreed by consensus to have this added to the agenda.

Confirmatory Deed.

Borough Solicitor, Zachary Rice explained the memorandum provided by Mr. Hazlett from February 9, 2024, regarding the request for a confirmatory deed recorded to correct the defective notary acknowledgement for a property transferred by the Borough in 2002. Following brief discussion:

***D. Lillard moved; C. Gilbert seconded that Members authorize Borough staff to re-notarize the document as requested. 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

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

OPEN TO THE PUBLIC

The following citizens addressed Members at this time:

- Lillian Gallmeister, 5 Fawn Trail offering support for neighbor's chicken coop
- Katlyn Weimer, 8 Fawn Trail, Carroll Valley regarding keeping her chicken coop

ADJOURNMENT

The meeting adjourned at 9:00 P.M. via a motion by M. Wight and seconded by C. Gilbert 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