

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
OF BOROUGH COUNCIL  
TUESDAY, NOVEMBER 13, 2012 – 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  
Tammy Lytle  
Neal E. Abrams  
Daniel J. Patton  
N. Kenneth Lundberg  
Janis Ashman  
William K. Reinke

**Absent**

No One

**BOROUGH OFFICIALS, ETC.**

Ronald J. Harris, Mayor  
David A. Hazlett, Borough Manager  
Gayle R. Marthers, Borough Secretary  
Dave Baker, Zoning Officer  
Richard L. Hileman, II, Police Chief  
Sam Wiser, Borough Solicitor

**Absent**

No One

**CONSIDERATION OF THE MINUTES OF THE OCTOBER 9, 2012 REGULAR MEETING**

\*\*\* T. Lytle moved, K. Lundberg seconded, that the minutes of the October 9, 2012 Regular Council meeting be approved as presented. Motion passed unanimously with W. Reinke abstaining.

**CONSIDERATION OF THE MINUTES OF THE OCTOBER 23, 2012 SPECIAL JOINT MEETING OF BOROUGH COUNCIL WITH FINANCE COMMITTEE**

\*\*\*D. Patton moved, T. Lytle seconded, that the minutes of the October 23, 2012 Special Joint Meeting of the Borough Council and the Finance Committee be approved as presented. Motion passed unanimously.

**OPEN TO THE PUBLIC**

The following individuals addressed council at this time:

- Sam Ruppert, Cameron Howe and Patrick Little, all seniors attending Fairfield Area High School. The young men asked for Council to approve a community service project required for their graduation in May 2013. The project outlined would provide for the fundraising, purchase and construction of at least 12 new picnic tables for the Borough Parks. After brief discussion; Members commended the young men on their presentation and by consensus approved the project under the direct supervision of the Borough Manager.

**ORDINANCES AND RESOLUTIONS**

**Resolution #5-2012: Appointing York Adams Tax Bureau as the Designated Agent and Collector of the Earned Income Tax for the 2011 Tax Year.** Following brief discussion:

\*\*\* K. Lundberg moved; W. Reinke seconded that Resolution #5-2012: Appointing York Adams Tax Bureau as the Designated Agent and Collector of the Earned Income Tax for the 2011 Tax Year be approved. Motion carried unanimously.

**Ordinance #5-2012: 2013 Tax Levy Ordinance.** Members reviewed the legal notice that included the Tax Levy and Offered the 2013 Budget for Review. Following brief discussion:

\*\*\* J. Ashman moved; T. Lytle seconded that Ordinance #5-2012: 2013 Tax Levy Ordinance stating that the real estate tax be set at 2.45 mils be advertised for adoption. Motion carried unanimously.

\*\*\*J. Ashman moved; T. Lytle seconded that the Legal Notice include the 2013 Budget for review with the intent to adopt. Motion carried unanimously.

### **MAYOR'S REPORT – R. HARRIS**

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

- Veterans' Day Activities
- US Marine Corp Birthday
- Police Report
  - Hunting Season
  - Chief Hileman outlined a Grant Program to offset the cost of the new Computer-Aided Dispatch Program being used by Adams County and requested authorization for Council President, John VanVolkenburgh to sign the Agreement and Funding Request:
 

\*\*\*K. Lundberg moved; W. Reinke seconded that Council President, John VanVolkenburgh be authorized to sign the Agreement and Funding Request for the Computer-Aided Dispatch Program. Motion carried unanimously.
  - Rabies Clinic – 48 Rabies Vaccines and 9 Microchips
- ACCOG – Adams County Emergency Services Study is underway – next meeting 10/25/12
- Toys for Tots Program
- List of Cell Tower Service Providers and their locations
- New Borough Code
- Holiday Events
  - Breakfast with Santa @ Fairfield Fire Department on 12/8/12 from 8am-11am
  - CVCA Tree Lighting @ Carroll Commons on 12/07/12
  - CVCA Holiday Gala – see Charles Dalton for information and tickets
- Shared a list of the upcoming meetings and events.

### **Fairfield Fire/EMS Report.**

Updates and Information was supplied for the following:

- Mr. Abrams provided report for Fairfield Fire/EMS.

### **COMMITTEE REPORTS**

**Planning Commission.** Mr. Abrams provided Members with a brief update from the Commission's meeting with the Eluma Corporation. Eluma has been asked to prepare a more detailed briefing for the Commission to be presented at the December meeting. Mr. Abrams requested Council consider Mr. John Schubring for appointment to the Vacancy on the Commission stating that the Commission Members voted unanimously in favor of the recommendation for appointment. Following review of Mr. Schubring's application the following action was taken:

\*\*\*N. Abrams moved; D. Patton seconded that John Schubring of 10 Green Trail, Carroll Valley be appointed to fill the Vacancy on the Planning Commission with a term to begin immediately and end December 31, 2016. Motion carried unanimously.

### **ADMINISTRATIVE BUSINESS – BOROUGH MANAGER**

**Treasurer's Report for October 2012.** Following brief discussion:

\*\*\* T. Lytle moved, K. Lundberg seconded, that Council accept the October 2012 Treasurer's Report as presented. Motion carried unanimously.

### **Authorization of Agreement with ACNB Bank to Originate Automated Clearing House**

**Entries.** Mr. Hazlett requested authorization for Council President, John VanVolkenburgh and himself as Borough Manager to sign the proposed agreement with ACNB. Ms. Marthers explained that the agreement is required in order to provide direct deposit to the employees and that this document is an update to the original one on file and further that the new agreement lessens the

Borough's exposure due to new regulations. ACNB stipulates that the required amount of risk has been lowered from \$75000 to \$37,000 per payroll processed as it is no longer required to have double the amount of the payroll listed as the risk.

\*\*\*T. Lytle moved; K. Lundberg seconded that authorization for Council President, John VanVolkenburgh and Borough Manager, Dave Hazlett be granted in order to sign the proposed agreement with ACNB to Originate Automated Clearing House Entries for the amount of \$37,000. Motion carried unanimously.

Mr. Hazlett offered a public thank you and commended the Municipal Services Department and the Police Department for their tireless efforts through Hurricane Sandy and the clean-up afterward.

### **UNFINISHED BUSINESS**

There was none.

### **NEW BUSINESS**

Mr. Hazlett reported that the new swingset have been installed in the Ranch Trail Commons play area.

### **OPEN TO THE PUBLIC**

No One addressed Council at this time:

### **ADJOURNMENT**

The meeting was adjourned at 7:49 P.M.

### **ATTENDANCE REGISTER**

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

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Gayle R. Marthers, Borough Secretary