

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
Of BOROUGH COUNCIL  
TUESDAY, DECEMBER 11, 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  
William K. Reinke  
N. Kenneth Lundberg  
Janis Ashman

**Absent**

Daniel J. Patton

**BOROUGH OFFICIALS, ETC.**

Ronald J. Harris, Mayor  
David A. Hazlett, Borough Manager  
Gayle R. Marthers, Borough Secretary  
Dave Baker, Zoning Officer

Jason Kelso, Borough Solicitor

**Absent**

Richard L. Hileman, II, Police Chief

**CONSIDERATION OF THE MINUTES OF THE NOVEMBER 13, 2012 REGULAR MEETING**

\*\*\* W. Reinke moved, N. Abrams seconded, that the minutes of the November 13, 2012 Regular Council meeting be approved as presented. Motion passed unanimously.

**OPEN TO THE PUBLIC**

No One Addressed Council at this time

**ORDINANCES AND RESOLUTIONS**

**Ordinance #5-2012: 2013 Tax Levy Ordinance.** As the 2013 Budget hinges on the passing of this Ordinance; Members were asked to review and approve the 2013 Budget prior to taking action on the Ordinance:

Following brief discussion:

\*\*\* W. Reinke moved; K. Lundberg seconded that the 2013 Budget be approved as advertised. Motion carried unanimously.

\*\*\* W. Reinke moved; K. Lundberg seconded that Ordinance #5-2012: 2013 Tax Levy Ordinance stating that the real estate tax be set at 2.45 mils be adopted as advertised. Motion carried unanimously via roll call of Members.

**MAYOR'S REPORT – R. HARRIS**

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

- Police Report
- ACTCC – New offices located at 240 West Street in Gettysburg, PA are open
- ACCOG
- 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.**

Mayor Harris introduced an amendment to the Inter-Municipal Agreement for FREMA stating that Highland Township has asked to join the group:

\*\*\*J. Ashman moved; T. Lytle seconded that the Inter-municipal Agreement Amending the Fairfield Regional Emergency Management Agency be advertised as Ordinance #1-2013 for adoption at the January 15, 2013 meeting. Motion carried unanimously.

Updates and Information was supplied for the following:

- Mr. Abrams provided report for Fountaindale Fire Department and Fairfield Fire/EMS.
- Mr. Abrams shared that the Fairfield Fire/EMS has finalized an agreement to utilize the Hamiltonban Township Fueling Station

## **COMMITTEE REPORTS**

**Planning Commission.** Mr. Abrams reported that Eluma was unable to have the detailed briefing prepared for the Commission's December meeting and asked that they be permitted to attend the February 2013 meeting. All concerned are invited to attend the February 4, 2013 meeting.

**Parks, Recreation and Environmental Advisory Committee.** Mrs. Lytle provided a brief report announcing that the Annual Fish Derby will be held on Saturday, April 27, 2013; volunteers for the event are encouraged to contact the committee or the Borough Manager.

## **ADMINISTRATIVE BUSINESS – BOROUGH MANAGER**

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

\*\*\*N. Abrams moved, T. Lytle seconded, that Council accept the November 2012 Treasurer's Report as presented. Motion carried unanimously.

**Re-appointment of Committee Members.** Mr. Hazlett reviewed a memorandum outlining the various committee seats that require action to re-appoint membership:

\*\*\*K. Lundberg moved; N. Abrams seconded that the following Borough of Carroll Valley Citizens be appointed for the respective committee seats:

Mary L. Davidson	3 Spur Trail	Planning Commission	4-year term
Phyllis Chant	93 Skylark Trail	Sewer & Water Authority	5-year term
Anthony Golden	11 Valley View Trail	Zoning Hearing Board	3-year term
Laura Scudder	61 Eagles Trail	Zoning Hearing Board	3-year term
Lawrence Muschamp	61 Eagles Trail	Zoning Hearing Board	3-year term
Dorothy Corbin	22 Lakeview Trail	Vacancy Board	1-year term
Brian Wheeler	26 Connie Trail	Public Safety Committee	4-year term
Andrew J. Aldrich	1 Robin Trail	Public Safety Committee	4-year term

Mr. Hazlett requested that Members review a letter from the home owner at 13 Deborah Trail; requesting a waiver from the On-Site Septic System 3-year Inspection Program. Members agreed by consensus to deny the waiver citing a desire to uphold the Ordinances of the Borough.

Members were asked to review and approve for advertisement the 2013 Schedule of Borough Meetings:

\*\*\*J. Ashman moved; T. Lytle seconded that the 2013 Schedule of Borough Meetings be advertised as presented. Motion carried unanimously.

Members reviewed and agreed to accept by consensus the 2013 Holiday Schedule for Employees.

Mr. Hazlett introduced and asked that Members consider authorizing the execution of a Memorandum of Understanding between the Borough and the Adams County Conservation District. This Memorandum has been requested by the Conservation District as a July 2012 revision:

\*\*\*W. Reinke moved; K. Lundberg seconded that the Members authorize John VanVolkenburgh as Borough Council President to execute the Memorandum of Understanding between The Borough of Carroll Valley and the Adams County Conservation District. Motion carried unanimously.

### **UNFINISHED BUSINESS**

Mayor Harris provided a report from the Municipal Building Working Group. He requested permission to have the Borough Engineer develop an RFP for a contractor who may perform a thorough assessment of the current Municipal Building to include an evaluation of the structure, air quality and viability for growth. Council Members agreed by consensus to allow Borough Manager Hazlett to work with the Borough engineer for this purpose.

### **NEW BUSINESS**

There was none.

### **OPEN TO THE PUBLIC**

No One addressed Council at this time:

### **ADJOURNMENT**

The meeting was adjourned at 8:32 P.M.

### **ATTENDANCE REGISTER**

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

---

Gayle R. Marthers, Borough Secretary