

**BOROUGH OF CARROLL VALLEY
REGULAR MEETING
Of BOROUGH COUNCIL
TUESDAY, NOVEMBER 11, 2014 – 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
Neal E. Abrams
Tammy Lytle
N. Kenneth Lundberg
Dan Patton

Absent

Thomas Fitzsimmons
Janis Ashman

BOROUGH OFFICIALS, ETC.

Ronald J. Harris, Mayor
David A. Hazlett, Borough Manager
Gayle R. Marthers, Borough Secretary
Richard L. Hileman, II; Chief of Police
Jason Kelso, Borough Solicitor

CONSIDERATION OF THE MINUTES OF THE OCTOBER 14, 2014 REGULAR MEETING

*** K. Lundberg moved, T. Lytle seconded, that the minutes of the October 14, 2014 Regular Council meeting be approved as submitted. Motion passed unanimously.

CONSIDERATION OF THE MINUTES OF THE OCTOBER 21, 2014 JOINT MEETING OF COUNCIL AND FINANCE FOR BUDGET WORKSHOP

*** K. Lundberg moved, T. Lytle seconded, that the minutes of the October 21, 2014 Joint Meeting of Council and Finance for Budget Workshop be approved as submitted. Motion passed unanimously.

At this time, Mr. VanVolkenburgh asked that Council address item #4c of the agenda due to family in the audience. By consensus, Members agreed to consider Resolution #8-2014: Unit Citation to Police Officers of the Borough of Carroll Valley. Mayor Harris proudly read the resolution aloud honoring Corporal Clifford Weikert and Chief Hileman for their exemplary work to help solve and aid in the successful prosecution of several individuals operating a burglary ring in the Adams County. Said individuals were responsible for break-ins and thefts within the Borough of Carroll Valley which now have been solved and resulted in orders of restitution to the victims. Following the reading of the citation:

***T. Lytle moved; K. Lundberg seconded that Members enact Resolution #8-2014 awarding the Unit Citation to officers Hileman and Weikert. Motion passed unanimously.

Following the enacting of the resolution the officers were met with applause and Mayor Harris and Mrs. Weikert presented Chief Hileman and Corporal Weikert their respective medals. Offers of Congratulations were heard from many.

OPEN TO THE PUBLIC

No one addressed Council at this time.

ORDINANCES AND RESOLUTIONS

Mr. Hazlett asked that discussion regarding Ordinance #5-2014 and #6-2014 be delayed until the Proposed 2015 Budget is discussed. Members agreed by consensus.

MAYOR'S REPORT – R. HARRIS

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

- All Veterans were acknowledged and Mayor Harris offered thanks for their service and commitment to our Country
- Chief Hileman provided:
 - Police Report
 - Announced the successful end to a joint investigation with the Office of the Inspector General for the Theft of Mail from Borough Residents. Chief Hileman noted that if anyone feels that they are missing mail; especially greeting cards that may have contained money or gift cards, please contact the office as soon as possible.
- Updates:
 - Liberty Mountain Construction Project
 - 1st Annual Fall Festival in Carroll Commons – October 26th from 1-4pm
 - Southwest Regional Comprehensive Plan Public Meeting
 - Halloween Trick-or-Treat – Friday, October 31, 2014 from 6-8pm
 - Veterans' Recognition held at Mother Seton School in Emmitsburg, MD
- Announced:
 - Toys for Tots – Donations being accepted now
 - Fairfield Area Food Pantry – Donations Needed
 - Carroll Valley Tree Lighting – Friday, December 5, 2014 @ 6:30pm in Carroll Commons
 - Breakfast with Santa – Saturday, December 6, 2014 @ 8:00am held at the Fairfield Fire/EMS Community Room
 - CVCA Holiday Gala – Saturday, December 19, 2014 @ 6:30pm held at the Carriage House Inn
 - Happy Thanksgiving Offered to all
- Shared a list of the upcoming meetings and events

FIRE/EMS/EMA REPORTS

Updates, Statistics and Information were supplied for the following:

- Mr. Neal Abrams, Fairfield Fire/EMS
 - Report of Calls for the month
 - Cautioned the Public about the Burning of Leaves and Yard Debris
 - Cautioned the Public that Flu and Cold Season is here and asked that take necessary steps to use anti-bacterial cleansers and consider a flu shot.

COMMITTEE REPORTS

Planning Commission.

Mr. Kaplan, Chairman, reported that several members of the Commission attended the public meeting reviewing the Southwest Adams Joint Comprehensive Plan held in late October. The information obtained was subsequently reviewed by remaining members of the Commission and following their discussion at the November 2014 Planning Commission Meeting; recommended unanimously that Council approve the Regional Plan. Mr. Kaplan continued with a commitment to the recommendations of the Borough Comprehensive Plan as well stating that the Borough's participation in the Regional Plan does not preclude the Borough from maintaining the goals established by our local Comprehensive Plan.

Mr. Kaplan also asked that anyone interested in filling an opening on the Commission to please complete the application and return it to Mr. Hazlett.

ADMINISTRATIVE BUSINESS – BOROUGH MANAGER

Treasurer's Report for October 2014. Following brief discussion:

***D. Patton moved, K. Lundberg seconded, that Council accept the October 2014 Treasurer's Report as presented. Motion passed unanimously.

2015 Liquid Fuels Allocation. Mr. Hazlett reported an increase in the expected allocation in Liquid Fuels funds for 2015. He stated that the monies would be used for additional road work.

2015 Proposed Budget. Mr. Hazlett requested that Members take action to advertise the 2015 Budget stating that having no additions or corrections from the Workshop the document stands as presented on October 21, 2014. Following brief discussion:

***N. Abrams moved; D. Patton seconded that the 2015 Budget Notice with the intent to adopt be advertised as required by Pennsylvania Borough Code with no tax increases. Motion passed unanimously.

Ordinance #5-2014 – 2015 Tax Levy. Mr. Hazlett reviewed the language of the Ordinance stating that the budget has been prepared and is set for advertising with no increase in taxes. Following brief discussion:

***D. Patton moved; T. Lytle seconded that Ordinance #5-2014 setting the Borough Tax Rate for Real Estate be set at 2.45 mils for 2015 be advertised for adoption. Motion passed unanimously.

Ordinance #6-2014 – Dedicated Fire & Emergency Services Tax. Mr. VanVolkenburgh asked for a motion to advertise Ordinance #6-2014:

***K. Lundberg moved; N. Abrams seconded that Ordinance #6-2014 that would levy a tax of .25 mils dedicated to Fire & Emergency Services. Motion passed unanimously.

Snow Plow Contractors. Mr. Hazlett asked that Council consider approving the advertising for Class B Commercial Drivers to use on an as-needed basis for plowing snow if staff is unable complete the task. Mr. Hazlett explained that due to re-assignment of staff in the replacement of the sewer treatment plant operator who retired last January; there were times when the equipment was unable to be manned. Mr. Patton asked that the Borough consider investigating the use of a Contracting Company to employ the temporary employees due to workers compensation and other benefit issues. Following brief discussion it was agreed by consensus to look into the Contracting Company; however, in the short-term:

***T. Lytle moved; N. Abrams seconded that the Borough Staff advertise for Class B Commercial Drivers to use on an as-needed basis for plowing snow. Motion passed unanimously.

“Welcome to Carroll Valley” Signs. As per requested, Mr. Hazlett provided Members with a quote to have the Welcome Signs replaced in the Borough. Following discussion about funding for the un-budgeted expense, additional signage locations and the durability and longevity of the signs:

***D. Patton moved; T. Lytle seconded that all three (3) current signs be replaced and two (2) additional signs be erected; one along Rt. 16 at the Borough line headed east (toward Maryland) and one along Sanders road when leaving Liberty Township and entering the borough. Total cost expected to be \$4,346. Motion passed unanimously.

UNFINISHED BUSINESS

Municipal Building. Tabled until the November 11, 2014 meeting.

NEW BUSINESS

There was none.

OPEN TO THE PUBLIC

The following citizens addressed Council at this time:

- Mr. Jim Hutchinson, 22 Ski Run Trail, CV thanking the Police Department for the information regarding mail theft

ADJOURNMENT

The meeting was adjourned at 7:45 P.M.

ATTENDANCE REGISTER

The Attendance Register is attached, numbered Page 5 and made a part of the Official Minutes.

Gayle R. Marthers, Borough Secretary