

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
Of BOROUGH COUNCIL  
TUESDAY, DECEMBER 9, 2014 – 7:00 P.M.  
BOROUGH OFFICE  
MINUTES**

Mayor Harris called the meeting to order at 7:00 P.M. He led the Pledge of Allegiance. Due to President VanVolkenburgh's delay; and Vice President Patton's absence; members took the following action:

\*\*\*upon a suggestion of Mr. Fitzsimmons the members agreed by consensus to have Mr. Abrams lead the meeting until Mr. VanVolkenburgh arrives.

The attendance was as follows:

**BOROUGH COUNCIL MEMBERS**

**Present**

John J. VanVolkenburgh, President (7:33)

Neal E. Abrams

Tammy Lytle

N. Kenneth Lundberg

Janis Ashman

Thomas Fitzsimmons

**Absent**

Dan Patton

**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 NOVEMBER 11, 2014 REGULAR MEETING**

\*\*\* T. Lytle moved, K. Lundberg seconded, that the minutes of the November 11, 2014 Regular Council meeting be approved as submitted. Motion passed unanimously.

**OPEN TO THE PUBLIC**

No one addressed Council at this time.

**ORDINANCES AND RESOLUTIONS**

Mr. Hazlett suggested that the discussion regarding Ordinance #5-2014 and #6-2014 be delayed until the Proposed 2015 Budget is discussed or address item #7b under Administrative Business at this time. Members agreed by consensus to address item #7b; the 2015 Budget.

**2015 Proposed Budget.** Mr. Hazlett stated that proper advertisement of the 2015 Budget was done and following brief discussion:

\*\*\*K. Lundberg moved; J. Ashman seconded that the 2015 Budget be adopted as advertised with no changes and no tax increases. Motion passed unanimously.

**Ordinance #5-2014: 2015 Tax Levy Ordinance.** Mr. Hazlett explained the ordinance and verified that it was advertised as required.

\*\*\*T. Lytle moved, K. Lundberg seconded that Ordinance #5-2014: 2015 Tax Levy Ordinance be adopted. Motion passed unanimously via roll call.

**Ordinance #6-2014: 2015 Dedicated Fire/EMS Tax.** Mr. Abrams explained the ordinance and verified that it was advertised as required.

\*\*\*K. Lundberg moved, T. Lytle seconded that Ordinance #6-2014: 2015 Dedicated Fire/EMS Tax be adopted. Motion passed unanimously via roll call.

**Resolution #9-2014: 2015 Fee Schedule.** Mr. Hazlett explained the procedure and stated that there are no new fees and no increases in the fee structure.

\*\*\*K. Lundberg moved, T. Lytle seconded that Ordinance #9-2014: 2015 Fee Schedule be adopted as presented. Motion passed unanimously.

**Resolution #10-2014: Supporting a Re-Development Assistance Capital Program Grant.** Mr. Hazlett explained the document and requested council adopt the resolution in order to authorize the Borough's participation in the Grant program. Following discussion:

\*\*\*K. Lundberg moved; T. Lytle seconded that Resolution #10-2014: Supporting a Re-Development Assistance Capital Program Grant be adopted. Motion carried with Ms. Ashman voting no.

## **MAYOR'S REPORT – R. HARRIS**

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

- Moment of Silence in honor of Pearl Harbor Day
- Chief Hileman provided:
  - Police Report
  - Check/Credit Card misuse and forgeries
  - IRS Scam
  - Civil Service Commission
    - Submission of 3 candidates who are eligible for employment as a Borough Police Officer
    - Chief Hileman explained his memorandum requesting appointment of Alexander Michael Sirois.
      - \*\*\*J. Ashman moved, T. Lytle seconded that Alexander Michael Sirois be appointed as a full-time, probationary police officer of the Borough of Carroll Valley conditioned on his successful completion of the required physical, psychological and eye exams, and subject to the standard one (1) year probationary period. Motion passed unanimously.
- Updates:
  - Liberty Mountain Construction Project
  - Veteran's Day Breakfast – November 11, 2014 at Fairfield School District
  - Ski Liberty Opened for the Season over Thanksgiving Weekend
  - Congratulations offered to Matthew Bollinger on his attaining Eagle Scout
- Announced:
  - Toys for Tots – Donations being accepted now
  - Fairfield Area Food Pantry – Donations Needed
  - Carroll Valley Tree Lighting – was held Friday, December 5, 2014 in Carroll Commons
  - Breakfast with Santa – was held Saturday, December 6, 2014 at the Fairfield Fire/EMS Community Room
  - CVCA Holiday Gala – Saturday, December 19, 2014 @ 6:30pm held at the Carriage House Inn
  - Happy Holidays was 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

- Advanced Life Support (Paramedic) is undergoing change and updates will be given as the situation warrants.
- Cautioned the Public that Heroin and Cocaine overdoses are increasing across the state and in response to the need for immediate care; Emergency Medical Technicians are now permitted to administer Narcan; a medication that reverses opiate overdose.
- Department has Purchased a Rescue Boat and currently has 5 volunteers who are water rescue trained.
- Need Volunteers.

## **COMMITTEE REPORTS**

### **Public Safety.**

Mayor Harris, Chairman, reported the following:

- Street Light Guidelines – Members reviewed and accepted them by consensus.
- Carroll Valley Citizen Police Academy Program
- FREMA – Subcommittee of Public Safety will have its next meeting on Monday, December 15, 2014 @ 3:30pm at the Fairfield Borough Boardroom
- Next Meeting of the Committee will be Monday, March 9, 2015.

## **ADMINISTRATIVE BUSINESS – BOROUGH MANAGER**

**Treasurer's Report for November 2014.** Following brief discussion:

\*\*\*N. Abrams moved, K. Lundberg seconded, that Council accept the November 2014 Treasurer's Report as presented. Motion passed unanimously.

**2015 Calendar of Events.** Mr. Hazlett reviewed the calendar and Members accepted by consensus.

**2015 Meeting Schedule.** Mr. Hazlett reviewed the 2015 meeting schedule and asked that Council approve it to be advertised. Following brief discussion:

\*\*\*T. Fitzsimmons moved; N. Abrams seconded that the 2015 Meeting Schedule be approved for advertising. Motion passed unanimously.

**Surplus Inventory for Disposal.** Mr. Hazlett reviewed the list of items for disposal and outlined the new on-line bidding allowed for the equitable disposal of said items. He then requested permission to advertise the items and bidding process. Following brief discussion:

\*\*\*T. Fitzsimmons moved, K. Lundberg seconded that the List of Items for Disposal and the Bidding Requirements be advertised as necessitated by Borough Code. Motion passed unanimously.

**2015 Holiday Schedule.** Mr. Hazlett outlined the 2015 Employee Holiday Schedule. Following brief discussion:

\*\*\*T. Lytle moved; J. Ashman seconded that Council approve the 2015 Employee Holiday Schedule. Motion passed unanimously.

**Shared Workers' Compensation Insurance Costs for Fairfield Fire/EMS.** Members reviewed the Memorandum from Fairfield Borough and requested staff to gather information regarding the call volume and agreed to review the document at the next meeting.

**Committees of Council.** Mr. Hazlett reviewed his memorandum of recommendations in reference to the many committees of council. Addressed in the memorandum was membership, responsibilities and term lengths. Members requested that an attendance policy be added and agreed to review further at the next meeting.

**UNFINISHED BUSINESS**

**Municipal Building.** Mr. Hazlett provided an update via PowerPoint noting the progress of the project thus far, outlining the marked difference in cost and funding opportunities. He also stated that the working group has discussed the desire to have a dedicated meeting to collect public comment. Following the presentation comments and questions were heard from:

- Tom Fitzsimmons, councilman
- John VanVolkenburgh, councilman
- Ron Harris, Mayor
- Ken Lundberg, councilman
- Neal Abrams, councilman
- Tom Wolf, 33 Spring Tr., Carroll Valley
- Bruce Lefeber, 27 Partridge Tr., Carroll Valley
- John Cazalas, 657 Country Club Tr., Carroll Valley
- Richard Matthews, 21 Helen Tr., Carroll Valley
- Robert Tyler Pyles, 52 Ski Run Tr., Carroll Valley
- Dorothy Corbin, 22 Lakeview Tr., Carroll Valley

Members decided by consensus to hold a Public Comment/Informational meeting regarding the building at a special meeting of Council on Wednesday, January 7, 2015 at 7:00pm and asked that Borough Staff secure a venue and make the appropriate advertisements and notifications.

**NEW BUSINESS**

There was none.

**OPEN TO THE PUBLIC**

There were no additional comments:

**ADJOURNMENT**

The meeting was adjourned at 9:25 P.M.

**ATTENDANCE REGISTER**

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

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Gayle R. Marthers, Borough Secretary