

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
Of BOROUGH COUNCIL  
TUESDAY, JANUARY 13, 2015 – 7:00 P.M.  
BOROUGH OFFICE  
MINUTES**

Dan Patton, Vice 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**

Dan Patton, Vice President  
Neal E. Abrams  
Tammy Lytle  
N. Kenneth Lundberg  
Janis Ashman  
Thomas Fitzsimmons

**Absent**

**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 DECEMBER 9, 2014 REGULAR MEETING**

\*\*\* K. Lundberg moved, T. Fitzsimmons seconded, that the minutes of the December 9, 2014 Regular Council meeting be approved as submitted. Motion passed unanimously.

**CONSIDERATION OF THE MINUTES OF THE JANUARY 7, 2015 SPECIAL MEETING**

\*\*\* T. Fitzsimmons moved, K. Lundberg seconded, that the minutes of the January 7, 2015 Special Council meeting be approved as submitted. Motion passed unanimously with Mr. Patton and Ms. Ashman abstaining.

**OPEN TO THE PUBLIC**

Mr. Patton addressed those in attendance regarding the public comment received at the Special Meeting of January 7, 2015. He identified several areas of concern or question presented by citizens at that meeting and provided additional information or answers to them. Following his brief address he asked if there were any additional questions or concerns and the following citizens were heard:

Anthony Golden, 11 Valley View Trail  
Bruce Carr, 92 Eagles Trail

**ORDINANCES AND RESOLUTIONS**

**Resolution #1-2015: Authorizing the Disposal of Records.** Following brief discussion:

\*\*\*Neal Abrams moved, K. Lundberg seconded that Ordinance #1-2015: Authorizing the Disposal of Records be adopted as presented. Motion passed unanimously.

**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:
  - 2014 in Review
  - Police Report

- Request that Patrolman Nathan Groft be retained as a regular officer having successfully completed his probationary period.  
\*\*\*J. Ashman moved, K. Lundberg seconded that Patrolman Nathan Groft be granted regular, full-time police officer status. Motion passed unanimously.
- Updates:
  - Liberty Mountain Construction Project
  - Christmas Dance to Benefit Sr. Center
  - Farewell for Fairfield School District Superintendent William Chain
  - CVCA Holiday Gala – Saturday, December 19, 2014 @ 6:30pm held at the Carriage House Inn
- Announced:
  - Free Tax Preparation for Senior Citizens at Adams County Office for the Aging on Tuesdays and Wednesdays
  - Adams County Commissioners Forum entitled “State of the County” – January 20, 2015 at 6:30pm at the County Courthouse
  - Carroll Valley Tree Lighting – was held Friday, December 5, 2014 in Carroll Commons
  - Community Media will host its Annual Meeting and Open House on January 27, 2015 at 6:30pm at its New Oxford location
  - Carroll Valley July 4<sup>th</sup> Celebration will be hosting a benefit “Daddy/Daughter Dance” on Friday, February 13, 2015 see Borough Office Personnel for details
  - Moment of Silence was requested for fallen police officers
- 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
  - Offered Appreciation for Police Presence at EMS scenes
  - 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 welcomed two new EMT providers but has room for many more.
  - Wished everyone a Healthy New Year.

### **COMMITTEE REPORTS**

There were none.

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

**Treasurer’s Report for December 2014.** Following brief discussion:

\*\*\* K. Lundberg moved, J. Ashman seconded, that Council accept the December 2014 Treasurer’s Report as presented. Motion passed unanimously.

**Council Vacancy.** Mr. Hazlett reviewed outlined a memorandum explaining the process by which Council appoints a member fill the vacancy of Mr. VanVolkenburgh. Members agreed by consensus to accept letters of interest until February 1, 2015 directed to the Borough Manager.

**Surplus Inventory for Disposal.** Mr. Hazlett reviewed the list of items for disposal and the bids received through the on-line bidding. He then requested permission to accept the bids and dispose of the items. Following brief discussion:

\*\*\*T. Fitzsimmons moved, K. Lundberg seconded that the Items Listed for Disposal be sold for the High Bids Received. Motion passed unanimously.

**Septic Maintenance Requirement.** Mr. Hazlett explained the requirements and the content of a letter received by a citizen requesting relief from the requirement. Following discussion the Members agreed by consensus to deny the request and asked that Mr. Hazlett follow-up with the citizen to discuss County Grant opportunities to cover the expenditure for lower income residents.

**Appointment of Deputy Tax Collector.** Members reviewed the Memorandum outlining the New State Requirement that elected tax collectors appoint a deputy that has been approved by Council. Following brief discussion which included Borough Tax Collector Phyllis Smith:

\*\*\*T. Lytle moved, N. Abrams seconded that Natalie Williams be appointed Deputy Tax Collector as recommended by Carroll Valley Collector, Phyllis Smith in accordance with the new PA State Tax Collection Law. Motion passed unanimously.

## **UNFINISHED BUSINESS**

**Municipal Building.** Mr. Patton opened the discussion with a short overview of the project to date and then topics related to the size of the building, future growth projections and security were addressed briefly and finally a description of what is required to move the project forward.

\*\*\*T. Fitzsimmons moved; K. Lundberg seconded a motion to authorize and direct the Borough Architect, Murray and Associates to move forward with the design and preparation of any and all studies, estimates, plans and documents necessary and/or desirable for the Greater Carroll Valley Community & Education Complex and the RACP Grant Application. Motion passed unanimously.

## **NEW BUSINESS**

There was none.

## **OPEN TO THE PUBLIC**

There were no additional comments:

## **ADJOURNMENT**

The meeting was adjourned at 8:05 P.M.

## **ATTENDANCE REGISTER**

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