

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
Of BOROUGH COUNCIL  
TUESDAY, APRIL 14, 2015 – 7:00 P.M.  
BOROUGH OFFICE  
MINUTES**

N. Kenneth Lundberg, 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**

N. Kenneth Lundberg, President  
Neal E. Abrams  
Tammy Lytle  
Dan Patton  
Thomas Fitzsimmons  
Sarah Skoczen

**Absent**

Janis Ashman

**BOROUGH OFFICIALS, ETC.**

Ronald J. Harris, Mayor  
David A. Hazlett, Borough Manager  
Gayle R. Marthers, Borough Secretary  
Richard L. Hileman, II, Police Chief  
Stephen Coccores, Borough Solicitor

**CONSIDERATION OF THE MINUTES OF THE MARCH 10, 2015 REGULAR MEETING**

\*\*\* T. Lytle moved, T. Fitzsimmons seconded, that the minutes of the March 10, 2015 Regular Council meeting be approved as submitted. Motion passed unanimously.

**OPEN TO THE PUBLIC**

The Following Persons Addressed Council at this Time:

- Pamela Mikesell, 6 Meadow Trail, Carroll Valley: Offered thanks and commendation to the Municipal Services Department for their removal of snow and ice throughout the winter.

**ORDINANCES AND RESOLUTIONS**

**Resolution #5-2015: Southwest Adams Joint Comprehensive Plan.** Mr. Hazlett introduced the topic and members engaged in brief discussion. Mr. Abrams asked that Members instruct staff to prepare and send a letter to the County regarding the inclusion of Fire, Emergency Services and Police to a joint plan:

\*\*\* Neal Abrams moved, T. Fitzsimmons seconded that Resolution #5-2015: Southwest Adams Joint Comprehensive Plan be adopted as presented. Motion passed unanimously.

**MAYOR'S REPORT – R. HARRIS**

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

- Offered thanks to all volunteers as it is National Volunteer Appreciation Week
- Police Report
  - Break-ins to vehicles happening again. Public asked to lock doors and not store valuables in their cars.
- Veterans' Memorial
  - 2006 Wall of Honor is in need of repairs and there are many additions that do not fit
  - Boy Scout Troop 76 Eagle Scout Candidate, Austin Mackey would like to design and manage the project for his Eagle Scout project
    - 2 Phase implementation
      - ❖ 6 flags & lighting
      - ❖ Sidewalks, wall with veterans' names

- Donations
  - ❖ Cash Sponsorship
  - ❖ Fundraisers
  - ❖ In-Kind (Materials/Labor)
- Amvets Post 172 & Liberty Mountain Resorts have already pledged their support of the project if approved by Council. This was confirmed by Mr. Fitzsimmons and Mayor Harris:
 

\*\*\*T. Fitzsimmons moved; S. Skoczen seconded that Council agree to allow Austin Mackey, Boy Scout Troop 76 Eagle Scout Candidate to enter into the design phase of a Veterans' Memorial to be placed in Carroll Commons Park. The Members reserved final approval of the design & placement for themselves and asked that Mayor Harris and Mr. Fitzsimmons act as Borough liaisons for the project. Motion passed unanimously.
- 1<sup>st</sup> Committee meeting scheduled for Friday, April 24, 2015 at the Amvest Post 172 located on Fairfield Road. Tentative time of 6:00pm.
- Updates:
  - Liberty Mountain Construction Project
  - "Know Your Vote" held March 30, 2015 for community
  - Adams County Collaborating for Youth held their Annual Appreciation Luncheon Friday, March 27, 2015. Carroll Valley was represented by Police Secretary, Jo Ann Myers
  - Easter Egg Hunt was held Saturday, April 4, 2015. 4000 eggs were found by approximately 400 children. Thank you to all who helped!
- Announced:
  - "Pet Rally" will be hosted by Senator Alloway on April 17, 2015
  - Opening Day for the Fairfield Recreation Association Little League will begin with the Annual Parade down Main Street on Saturday, April 18, 2015 at 9:00AM.
  - Medication Take Back Program will be held on Saturday, April 25, 2015 from 10:00AM – 2:00PM at the Fairfield Fire Hall sponsored by the Adams County District Attorney and The Collaborating for Youth.
  - Burn Ordinance Highlights.
- Shared a list of the upcoming meetings and events
- In Requiem:
  - President Abraham Lincoln

## **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
  - Provided an update on the ALS discussions
  - Stated an On-Going Need for Volunteers.

## **COMMITTEE REPORTS**

Finance Committee. Mayor Harris reported that 2014 financially ended with income more than expenses; the draft of the FY2014 Audit showed no findings and 2015 1<sup>st</sup> Quarter financials show nothing for concern.

Planning Commission. Mr. Kaplan was unable to attend; Mr. Hazlett read a prepared report on the following topics:

- Implementation of Comprehensive Plan Recommendations which includes the review of the Borough Code of Ordinances. Chapter 10: Health and Safety is being discussed at this time.

## **ADMINISTRATIVE BUSINESS – BOROUGH MANAGER**

**Treasurer's Report for March 2015.** Following brief discussion:

\*\*\* N. Abrams moved, T. Lytle seconded, that Council accept the March 2015 Treasurer's Report as presented. Motion passed unanimously.

**2015 Materials Bid.** Mr. Hazlett reviewed the Materials being bid for 2015. Following brief discussion:

\*\*\*N. Abrams moved, S. Skoczen seconded the Approval of the 2015 Materials Bid for Advertising as required by PA Borough Code. Motion passed unanimously.

**Liquid Fuels Audit of the Period January 1, 2013 – December 31, 2013.** Mr. Hazlett shared that there were no findings and that the Audit would be filed as required. Members accepted the report by consensus.

**Capital Plan Expenditure: Municipal Services Fueling System.** Mr. Hazlett explained the project and confirmed that the project was budgeted in the Capital Expenditures. Following brief discussion:

\*\*\*N. Abrams moved; T. Fitzsimmons seconded a motion authorizing the advertising for the RFP for a Municipal Fueling System. Motion passed unanimously.

## **UNFINISHED BUSINESS**

**Committees of Council.** Members discussed the Memorandum regarding the Parks, Recreation and Environmental Advisory Committee. Following much discussion:

\*\*\*T. Fitzsimmons moved; D. Patton seconded that the membership of the Parks, Recreation and Environmental Advisory Committee be reduced to five (5) members with the structure as follows:

George Fisanich	Term Ending: 12/31/2015
John Hawk, Sr.	Term Ending: 12/31/2015
Lori Davidson	Term Ending: 12/31/2016
Vacancy	Term Ending: 12/31/2017
Tim Skoczen	Term Ending: 12/31/2018

Motion passed unanimously.

In reference to the vacancy; members agreed by consensus to table the decision until the Committee is able to meet and provide a recommendation. Borough Staff was also asked to contact the applicants and explain the Council decision and ask if they would be willing to serve in a different capacity.

**Municipal Building.** Borough Consultant, Amy Kauffman was unable to attend; Members were given a written report for review. Borough Architect, Benedict Dubs provided a brief update on the following:

- Drawing of Plans almost complete
- Construction to begin after July 4<sup>th</sup> Celebration

**Borough Welcome Signs.** Mr. Hazlett informed the Members that the signs are in the final stage of completion and should in place within the month.

**NEW BUSINESS**

- Mr. Abrams recommended formally that a Staff prepare a letter to the Adams County Planning Offices and Commissioners that there be the inclusion of Fire/EMS and Police into regional Plans. Members agreed by consensus.

**OPEN TO THE PUBLIC**

The following citizens addressed Council at this time:

- George Fisanich, 7 Snow Plow Trail, Carroll Valley. Announced CVCA ending all activities as of May 1, 2015.

**ADJOURNMENT**

The meeting was adjourned at 8:15 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