

**BOROUGH OF CARROLL VALLEY  
REGULAR MEETING  
Of BOROUGH COUNCIL  
TUESDAY, APRIL 12 2016 – 7:00 P.M.  
BOROUGH OFFICE  
MINUTES**

Janis Ashman, President called the meeting to order at 7:00 P.M. She led the Pledge of Allegiance. The attendance was as follows:

**BOROUGH COUNCIL MEMBERS**

**Present**

Janis Ashman, President  
Bruce Carr  
Sarah Skoczen  
Dan Patton  
Robert Tyler Pyles  
Thomas Fitzsimmons  
N. Kenneth Lundberg

**Absent**

**BOROUGH OFFICIALS, ETC.**

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

**CONSIDERATION OF THE MINUTES OF THE MARCH 15, 2016 REGULAR MEETING**

Following brief discussion.

\*\*\* D. Patton moved, R. Pyles seconded, that the minutes of the March 15, 2016 Regular Council meeting be approved as submitted. Motion passed unanimously with Mr. Patton abstaining.

**OPEN TO THE PUBLIC**

No one addressed Members at this time.

**ORDINANCES AND RESOLUTIONS**

Resolution #7-2016: Designation of Agent (FEMA-4267-DR). Ms. Marthers, Borough Secretary explained that the Federal and State Emergency Management Agencies have declared the 2016 Storm named Jonas official disaster and therefore; the reimbursement requests can be submitted. Following brief discussion:

\*\*\*K. Lundberg moved; B. Carr seconded that Council adopt Resolution #7-2016 designating Borough Manager, David A. Hazlett the Agent of record for the reimbursement applications. Motion passed unanimously.

**MAYOR'S REPORT – R. HARRIS**

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

- Police Report
  - Traffic Complaints have increased; therefore, enforcement details are increasing. Please slow down and obey all traffic signs
  - New to the County is the Adams County Intervention Team who are trained in techniques specifically designed to de-escalate a situation involving a person with mental health issues
    - Officer Groft recently completed training and has joined this team
    - Officer Harvey was previously trained in Maryland is waiting for his reciprocity to be approved in order to join the team as well
  - Narcan – the opioid reversal medication used for overdoses such as Heroin is now carried by all Borough Officers. Chief shared that Borough Officers are often the first on the scene and may be able to save lives with this medication.
- T-N-R Program – Sarah Skoczen provided the following update on the program:

- 87 cats have been trapped from the following neighborhoods:
  - Section A – Deer Trail area: 4
  - Section B – Eagles Trail area: 16
  - Section H – Center Trail area: 1
  - Section I – Cheryl Trail area: 21
  - Section K – Multiple areas: 23
  - Section W – Barbara & Dora Trail areas: 22
  - 49 were female and 38 were male
- Fairfield High School Seniors have joined with a Gettysburg College group to host a fundraiser to benefit the T-N-R Programs in the area. On Sunday, April 17, 2016 from 2-4pm a Zumbathon will be held on the campus of Gettysburg College \$10/person and you are asked to bring a can of cat food
- Updates:
  - Annual Easter Egg Hunt – Held Saturday, March 26, 2016 with an estimated 300 children successfully collecting the 5000 eggs. Thank you extended to the team of volunteers who helped!
  - Rally for Road Safety in Harrisburg – Held Tuesday, April 5, 2016: Topic was use of radar by local law enforcement. Attended by Mayor Harris and Chief Hileman
  - Road Safety Audit – Joint effort by Hamiltonban Township and the Boroughs of Fairfield and Carroll Valley. Meeting with PennDOT representatives was attended by Mayor Harris. Specific intersections in the Borough to be reviewed:
    - Jacks Mountain Road at Route 116
    - Sanders Road and Route 116
    - Route 116 and Route 16 at Zora
  - Zika Virus – 346 cases have been reported in the United States. Mayor Harris suggested that everyone familiarize themselves with the signs and symptoms. Check out the CDC website for more information
  - Fairfield Fire/EMS annual Ambulance Membership Drive is underway. Please consider joining!
  - Continuing Education Opportunities are available through Emergency Media Services; see Mayor Harris for details
- Announced:
  - Tax Day has been officially extended to April 18, 2016!
  - Fairfield Recreation Association will celebrate Opening Day of Little League Baseball and Softball with a Parade of Players on Saturday, April 23, 2016 at 9 am. Come out and support our boys and girls!
  - Primary Election Day is Tuesday, April 26, 2016 – Come out and VOTE
  - Bridge Spanning Muddy Run Repair – Public Meeting scheduled for April 27, 2016 at 7pm at the Highland Township Municipal Building.
  - Drug Take-Back scheduled for Saturday, April 30, 2016 form 10am – 2pm at Fairfield Fire/EMS
- Shared a list of the upcoming meetings and events
- In Requiem:
  - 16 Officers from varies cities across the US were honored for their bravery following their being Line-of-Duty deaths during the month of March 2016.

## **FIRE/EMS/EMA REPORTS**

Call Reports were available from Fairfield Fire/EMS and Fountaindale Volunteer Fire Company. Mr. Hazlett requested a representative to the Quarterly Municipal Leaders' Forum held at the Fairfield Fire

Company. It was explained that the Mayor and Mr. Abrams have attended these meeting for the past few years and with Mr. Abrams no longer serving on Council there is a need for another volunteer. Mr. Carr offered to attend and following little discussion; Members agreed by consensus that Mr. Carr would join Mayor Harris as the representatives to the Quarterly Municipal Leaders' Forum. The next meeting is scheduled for Monday, April 18, 2016 at 7:00pm to be held at the Fairfield Fire Company.

## **COMMITTEE REPORTS**

### Finance Committee.

Mayor Harris provided the following updates:

- Review of 2015 Year end showed more income than expenses. Audit is pending
- Review of 2016 1<sup>st</sup> Quarter showed no abnormalities
- As requested at the October Budget Workshop; Committee Members and Borough Staff have started the Comprehensive Employee Salary Review and expect to have more information after the July 2016 meeting of the Finance Committee

### Parks, Recreation and Environmental Advisory Committee.

Brief report provided by Borough Secretary that Members are preparing for the July 4<sup>th</sup> Celebration.

### Planning Commission.

Chairman Ed Kaplan provided the following updates:

- Chapter 26 of the Borough Code of Ordinances was reviewed with few recommendations
- Biking & Hiking Trails – full briefing is being prepared for the May 2016 meeting
- Adams County Planning Commission is working to identify all veterans' graves in Adams County in order to comply with a state requirement to have a flag put on each from Memorial Day until Independence Day.
- Chapter 25: Trees; Mr. Kaplan reported that he neglected to provide the Council with a recommendation from the March 2016 meeting of the Commission where they voted to send a revision to Council for immediate action.
  - Mr. Hazlett stated that the revised ordinance was not given priority by him at this time. Mr. Carr asked for clarification of the re-codification process questioning the decision to do all revisions at the end of the review versus each of them as they come up for discussion. Mr. Hazlett further explained the re-codification process and the services provided by the consultant. After discussion; it was the consensus of Members to continue with the full review and prepare revisions at the end.
  - The issue of publishing draft minutes was discussed and after discussion policy would remain unchanged. Draft minutes will not be published. Members of Council will be added to all committee distribution lists for agendas and packets. And all Committee Agendas will be released to the website and social media accounts prior to the meetings as a courtesy to the residents.

## **ADMINISTRATIVE BUSINESS – BOROUGH MANAGER**

### **Treasurer's Report for March 2016.**

Following brief discussion:

\*\*\* B. Carr moved, K. Lundberg seconded, that Council accept the March 2016 Treasurer's Report as presented. Motion passed unanimously.

**2016 Materials Bid.** Mr. Hazlett reviewed the 2016 Materials Bid Tabulation and asked that Council Members take action to award the contracts. Following brief discussion:

\*\*\*D. Patton moved, R. Pyles seconded that the Contract for all products receiving a single responsible bid be awarded to that bidder; and that the Line Painting be awarded to Alpha Space Control and Road Oils be awarded to Hammaker East, LTD as the lowest responsible bidders. Motion passed unanimously.

Aggregate material was discussed separately New Enterprise Stone (formerly Valley Quarries) submitted a bid as well as an agreement to purchase under State Contract Pricing through the COSTARS program. Seeing no substantive difference between the two price schedules:

\*\*\*T. Fitzsimmons moved; D. Patton seconded that the 2016 Aggregate contract be awarded to New Enterprise Stone as the single responsible bidder. Motion passed unanimously.

**Solid Waste Contract.** Mr. Hazlett explained that the current contract held with Parks Garbage is due to expire as of December 31, 2016; however, there is a clause to allow for a one (1) year extension with no change in rates. He further stated that borough staff have had very few complaints and recommended the extension. Following brief discussion:

\*\*\*T. Fitzsimmons moved; D. Patton seconded that Borough Staff be authorized to sign the Agreement to Extend the Municipal Waste Contract with Parks Garbage for one (1) year as allowed in the current contract. Motion passed unanimously.

**Repository Sales Consent.** Mr. Hazlett explained that the County has requested that Council take action to allow the sale of those properties on the 2016 Recommended Repository Purchases under Pennsylvania Code 72 P.S. § 5860.205 and further by agreeing; acknowledges that the assessed value to be used for taxation; will be reduced to the purchase price as

## **UNFINISHED BUSINESS**

**Municipal Building.** Mr. Hazlett provided the following updates:

- Shared an email from Borough Consultant, Amy Kauffman regarding the PA State Budget impasse and the effect on the Borough Grant Request.
- Shared that the Project Update is posted on-line and the document will be updated as necessary.
- Announced that in accordance with the action taken at the Special Meeting on February 16, 2016; the bid documents have been released for advertisement with a Bid Opening Date scheduled for Friday, April 22, 2016.

## **NEW BUSINESS**

Bruce Carr asked if anyone had approached the Borough about the Clean-up PA initiative. No organization has stepped up yet; however, Members agreed by consensus to have Borough Staff explore the program and request supplies.

## **OPEN TO THE PUBLIC**

No one addressed Council at this time.

## **ADJOURNMENT**

The meeting was adjourned at 7:45 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