

**BOROUGH OF CARROLL VALLEY  
EMERGENCY MEETING  
OF BOROUGH COUNCIL  
MONDAY, MARCH 23, 2020 – 9:00 A.M.  
BOROUGH OFFICE  
MINUTES**

Richard Mathews, President called the meeting to order at 9:00 A.M. The attendance was as follows:

**BOROUGH COUNCIL MEMBERS**

**Present**

Richard Mathews  
L. Michael Wight  
David Lillard via phone  
Bruce Carr  
Jessica Kraft via phone  
John Schubring  
Robert Verderaime

**Absent**

**BOROUGH OFFICIALS, ETC**

Ronald J. Harris, Mayor  
David A. Hazlett, Borough Manager  
Richard L. Hileman, II, Police Chief

**Mr. Mathews opened the meeting by thanking all members for their support in attending this very important emergency meeting to address the COVID-19 Pandemic and Proclamations of Emergency declared by United States President Donald Trump on March 13, 2020 and Pennsylvania Governor Thomas Wolf on March 6, 2020. He further acknowledged Mayor Ronald Harris's local Declaration of Emergency for Carroll Valley Borough dated March 19, 2020.**

Resolution #3-2020: Proclaiming a Declaration of a Health Emergency.

Following discussion that included verification of the dates and understanding of the permissions outlined in the resolution:

\*\*\*M. Wight moved; B. Carr seconded that Members Declare a Health Emergency for the Borough of Carroll Valley due to the COVID-19 Pandemic. Motion passed unanimously.

It was noted:

- All Borough Buildings and Offices would remain closed to the public.
- All Personnel would be considered essential; however, unless required to perform work deemed necessary would be on administrative leave and advised to follow all national, state and local guidelines regarding social distancing, self-quarantine and all other similar safety measures.
- All Public Restrooms would be closed effective immediately.
- All Pavilions would be closed effective immediately and all rentals cancelled.
- All Play Equipment, Courts, Fields and other similar areas that may promote the gathering of citizens in groups larger than permitted by social distancing recommendations are CLOSED
- Walking Paths will remain OPEN for exercise and passive recreation

Borough Staff will post signs, update social media and the digital sign with the closures.

Mr. Hazlett shared that Adams County Commissioners have passed a resolution extending collection deadlines for Property Taxes owed to the County. The elected Tax Collector has asked if the Borough will be following the County's lead in this matter. Mr. Hazlett stated that if the Borough were to require payment by the stated due dates without permitting the extension; it would cause much confusion for residents, extra work for the collector and may cause the appearance of the Borough not being willing to help the citizens in this crisis situation. Following brief discussion:

\*\*\*M. Wight moved; J. Schubring seconded that Members agree to extend the deadlines for collection of Property Taxes to match those of Adams County. Motion passed unanimously.

Mayor Harris provided the most recent data available from the Centers for Disease Control regarding the COVID-19 outbreak.

**ADJOURNMENT**

The meeting adjourned at 9:40 A.M.

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Gayle Marthers, Borough Secretary