



**BOROUGH COUNCIL AGENDA**  
**TUESDAY, APRIL 12, 2022 – 7:00 P.M.**

Richard Mathews, Council President, presiding  
Pledge of Allegiance  
Roll Call

**REGULAR MEETING**

1. **Approval of Minutes: March 15, 2022**
2. **Open to the public**
  - a. Letter from Resident Beck
  - b. Citizens wishing to comment will be recognized in the Order of their listing on the Appearance Sheet and are asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
3. **Ordinances and Resolutions**
  - a. Ordinance #1-2022: Chapter 27: Zoning – Request to Adopt
  - b. Resolution #4-2022: Supplemental Appropriations for the 2022 Budget (ARPA funds)– Request to Adopt
4. **Mayor’s Report – R. Harris**
  - c. Police Report
  - d. Around Town
  - e. Upcoming Events & Meetings of Interest
  - f. In Requiem
5. **Fire/EMS/EMA Reports**
6. **Committee Reports**
  - a. Civil Service Commission
  - b. Planning Commission
  - c. Public Safety
7. **Administrative Business – Borough Manager**
  - a. Treasurer’s Report – February 2022
  - b. Lake Carroll Spillway Repair
  - c. 2022 Materials Bid – Request to Award Contract
  - d. Liquid Fuels Notification
8. **Unfinished Business**
  - a. Grant Funding Updates
  - b. High-Speed Broadband Update
  - c. Cortner Pavilion Project Update
  - d. Civil Service Commission Alternate Member Appointments
9. **New Business**
10. **Open to the public**
  - a. Citizens wishing to comment will be asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
11. **Adjournment**

# APPROVAL of MINUTES

---

# PUBLIC COMMENT

---

THOMAS W. BECK  
CELENE M. STANLEY-BECK  
10 Woodland Trail  
Carroll Valley, PA 17320  
717-642-5919  
[becktw@live.com](mailto:becktw@live.com)

March 24, 2022

Mr. Ron Harris  
Mayor, Carroll Valley Borough  
27 Skyline Trail  
Carroll Valley, PA 17320

Dear Mayor Harris:

This letter comes as a response to your request that I follow up with you concerning Carroll Valley Ordinance No. 6-2008 and its relationship to the issues present in our neighborhood regarding toxic burning.

First, let me thank you for the time you spent listening to my concerns when I last visited the Carroll Valley Library at the Carroll Valley Borough Office. I appreciate your attention, your consideration of my questions and complaints, and your kindness shown to me at what was an unscheduled meeting.

Regarding the 19-102 policy which states the following:

“Whereas the Council of the Borough of Carroll Valley has determined that air pollution from open burning may be detrimental to the health, comfort, living conditions, welfare, and safety of the citizens of the Borough of Carroll Valley, it is hereby declared to be the policy of the Borough of Carroll Valley to safeguard the citizens of the Borough of Carroll Valley from such air pollution. The open outdoor burning of leaves, grass, and wood creates hazardous byproducts that can irritate eyes and lungs, obscure visibility, soil nearby surfaces, create odors, increase fire hazards and risks, and pose other threats. Open burning can also substantially increase the discomfort of people who suffer from asthma, chronic bronchitis, and other respiratory ailments. The purpose of this ordinance is to reduce the negative impacts of open burning of leaves, yard clippings, and other landscape debris throughout the borough and to promote public health, safety, and welfare and prevent property damage within the Borough of Carroll Valley.”

I see no evidence of this policy in our Carroll Valley neighborhood. I see no evidence of any kind of consideration for the “health, comfort, living conditions, welfare, and safety” of the citizens of my neighborhood in Carroll Valley. As I told you when we spoke, I have brought basic concerns of “health, comfort, living conditions, welfare, and safety” (quality of life issues)

to your chief of police and borough manager, and neither of them did anything to help me, even though I referred them to the proper ordinances that they were not enforcing. These were various issues concerning insufficient removal of debris/fallen trees, oversized/industrial (and junky) motor vehicles in residential areas, smoky industrial kitchens for businesses in residential areas, constant traffic day and night in and out of a narrow cul-de-sac, speeding and motor noise at all times day and night in residential areas, trash containers left out on the street weeks at a time, etc., etc., etc. Instead of doing what they could to help me, both the police chief and borough manager told me that enforcement of the related ordinances would “bother” or “make angry” other residents. So, in other words, their doing nothing to resolve the problems makes their own lives easier, and supports the famous saying that states “some people are just more equal than others.” Thus, law-abiding, tax-paying residents of Carroll Valley like us must accommodate the freedoms and faults of law-breaking residents of Carroll Valley and just put up with anything that these folks want to do.

Regarding the 19-104 regulations which state the following:

“Open burning of yard clippings, leaves, shrubbery, brush, tree branches, and tree trimmings may occur within Carroll Valley Borough subject to the following:

- The open burning event takes place from DAWN TO DUSK.
- The property owner assures Carroll Valley Borough that the proposed fire is on their residential property and WILL REMAIN ON THEIR PREMISES, WITH CONSTANT SUPERVISION AND CONTROL, FOR THE DURATION OF THE OPEN BURNING EVENT.
- No open burning event shall occur WITHIN 50 FEET OF AN EXISTING BUILDING OR ANY PAVED PORTION OF A PUBLIC RIGHT-OF-WAY.
- The property owner MUST PERSONALLY SUPERVISE ANY AND ALL FIRES, which occur on the property owner’s land.
- The property owner MUST BE PRESENT OUTDOORS ON THE PROPERTY AT THE FIRE AT ALL TIMES WHEN SMOKE OR FLAMES ARE PRESENT.
- NO SMOKE IS ALLOWED TO OCCUR AFTER DUSK.”

The residents of 8 Woodland Trail (next to us) burn various yard debris several times a week, all throughout the day and into the night. The fire is in their backyard too close to the street and to our trees, our yard, and our deck, so their toxic smoke blows directly toward our home every time. As I told you, I have asthma, so while they are burning their debris, I cannot comfortably or safely go outside, walk our dog, or sit on our deck while they continue to burn their debris all day long until it goes out by itself. The fire still smokes and smolders into the late evening (past 8:30 p.m.) when it is no longer “dusk.”

As far as SUPERVISION goes, other than for a limited time when the female resident seems to dance around her flames, there is nobody to be seen outside despite the continuing smoke and flames. I suppose these residents will say that they are “observing” their fire and smoke by looking out their window in the “comfort” of their home. They do not wish to BE PRESENT OUTDOORS ON THEIR PROPERTY AT THE FIRE AT ALL TIMES WHEN SMOKE OR

FLAMES ARE PRESENT for the lengthy duration of their open burning. Again, WE are obligated to watch all their smoke and flames from the “prison” of our home.

Inconsiderate and irresponsible folks like these are destroying our neighborhood, and all of you there at the borough office, with our hard-earned tax-payer dollars, have allowed them to do just that. We have to look at and live with their messes every single day. Although the stated policies and ordinances of the Carroll Valley Borough are respectful and protective of all residents, the ENFORCEMENT of these policies and ordinances do not respect or protect ALL RESIDENTS of the Borough.

Unfortunately, I do not expect much to change here in the Borough of Carroll Valley due to the track record of your officials. This is why we are doing what we can to be able to afford to move out of this borough. It is much too easy for your police chief and borough manager to just do nothing to earn their salaries. However, for the sake of health, welfare, justice, and quality of life, we must again reiterate our concerns as law-abiding, tax-paying residents of Carroll Valley whose concerns are important and just as important as those of any other residents. It is wrong for neighbors (that we are stuck with) to choose to do whatever they want to do and to make our neighborhood a hell-hole, a junkyard trail. All residents of Carroll Valley Borough should be held accountable to the law or bear the appropriate consequences of breaking the law. Backyard burning (especially in rural areas like ours) should be limited to no more than once a month (better yet, once a quarter), rather than any and as many times anyone wishes, and certainly not multiple times a week. Backyard burning multiple times a week is a health and safety hazard (and a disgusting habit), especially for people like us with chronic respiratory ailments. Backyard burning multiple times a week does not enhance the quality of life and is definitely “detrimental to the health, comfort, living conditions, welfare, and safety of the citizens of the Borough of Carroll Valley.”

A basic and reasonable suggestion to improve the quality of life in the Borough of Carroll Valley, and to ensure the fulfillment of the responsibilities of all of its residents, is to supply every year to every resident (especially any new residents) a reminder pamphlet summarizing public health and safety ordinances that must be followed and that will be enforced FOR ALL RESIDENTS, and specifying the criminal and civil penalties that will be imposed if these ordinances are not followed. This action will ensure that the excuse of “we did not know about the ordinances” cannot be used.

Then, after ONE warning, these strict fines and penalties should immediately ensue EACH DAY or EACH EVENT an ordinance is not followed. No good outcomes or changes will occur if officials do not do their jobs and/or if appropriate strict enforcement and immediate collection of criminal and civil penalties are not attached to offenses that are “detrimental to the health, comfort, living conditions, welfare, and safety of the citizens of the Borough of Carroll Valley.”

This is the response that I can relate to you, and I look forward to any assistance you can give in this important matter. Thank you for listening.

Sincerely,  
Celene M. Stanley-Beck

# ORDINANCES and RESOLUTIONS

---

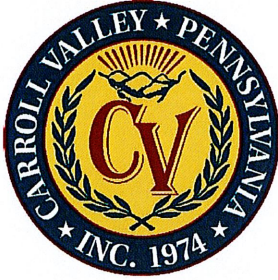
---

---

**MEMORANDUM**

---

---



**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** ZONING ORDINANCE REVISION  
**DATE:** 4/8/2022  
**CC:** GAYLE MARTHERS

---

---

Attached please find another revision to the proposed Chapter 27, specifically regarding accessory buildings and reverse frontage lots.

These errors were noticed by staff while utilizing the pending ordinance doctrine to review new submittals.



ARTICLE XIV  
GENERAL REQUIREMENTS

**Section 1400: Principal Use**

Unless specifically provided to the contrary by this Ordinance, the provisions of this Ordinance shall be interpreted to allow only one (1) principal use on a lot.

**Section 1401: Statement of Legislative Intent**

The following standards shall be applied to all properties within Carroll Valley Borough. These requirements shall supplement requirements that may be found in the zoning district applicable to a specific property, as well as generally applicable standards including, but not necessarily limited to, parking, loading, and signs standards.

**Section 1402: Corner Lots**

For all corner lots, the front yard setback or build-to line standard, as may be appropriate and as defined in the underlying zoning district, shall be applied along each adjoining street. The rear setback standard shall be applied to the property line opposite the street to which the property is addressed. The side setback standard shall be applied to all other property lines.

**Section 1403: Double Frontage Lots**

For all double frontage lots, the front yard setback or build-to line standard, as may be appropriate and as defined in the underlying zoning district, shall be applied along ~~the each~~ adjoining street ~~to which the property is addressed. The rear setback standard shall be applied along the street opposite the street to which the property is addressed.~~ The side setback standard shall be applied to all other property lines.

**Section 1404: Clear Sight Triangle**

No building, structure, sign, fence, landscape planting, or other property improvement regulated by this ordinance may be located within the required clear sight triangle at any street intersection.

**Section 1405: Accessory Buildings**

Accessory buildings shall be permitted in accordance with the following requirements.

A. Accessory buildings may only be authorized ~~in the following circumstances:~~

~~1. as~~As accessory to a principal building or use ~~on an existing property.~~

~~2. As accessory to a principal building or use on an adjoining lot and where both lots are owned by a common owner.~~

~~3. A building commonly viewed as an accessory building may be placed on a vacant property where said vacant property has limitations, including but not limited to on-lot septic or topographic limitations, that preclude the development of a principal building or use on the property.~~

B. Accessory buildings ~~placed on a property with an established principal building~~ shall be located only in the side or rear yard. ~~Accessory building shall not be authorized to be located in the front yard on a property with an established principal building.~~

C. Accessory buildings less than or equal to six hundred (600) square feet in size shall be located no closer than ten (10) feet to any side or rear property line, subject to the following setback requirements.

~~1. Accessory buildings authorized by Sections 1405.A.1 and 1405.A.2 above may be located within ten (10) feet of any side or rear property line.~~

~~2. Accessory buildings authorized by Section 1405.A.3 above shall be subject to the applicable setback requirements of the underlying zoning district.~~

D. Accessory buildings greater than six hundred (600) square feet in size shall be subject to the applicable setback requirements of the underlying zoning district.

E. All accessory buildings shall be subject to the building height standard of the underlying zoning district.

#### **Section 1406: Fences**

Fences shall be permitted as an accessory structure in accordance with the following requirements.

A. **Maximum Height – Front Yards:** The maximum fence height in the R1, R2, and R3 Districts shall be four (4) feet. The maximum fence height in the A, C, and CC Districts shall be six (6) feet.

B. **Maximum Height – Side and Rear Yards:** The maximum fence height in the R1, R2 and R3 Districts shall be six (6) feet. The maximum fence height in the A, C, and CC Districts shall be eight (8) feet.

C. **Nonconforming Uses:** For nonconforming uses, the maximum fence height shall be the maximum fence height authorized within the zoning district where the nonconforming use would be a permitted use.

D. **Hazardous Attachments:** No fence in the R1, R2, and R3 Districts or on residential properties in the A, C, and CC Districts shall include barbed wire or similar hazardous attachments. Nonresidential properties in the A, C, and CC Districts may include no more than three (3) strands of barbed wire or may include wrought iron spikes.

E. **Electrification:** No fence in any zoning district may be electrified. The following types of fences are exempted from this standard:

## LEGAL NOTICE

### **NOTICE OF INTENTION OF THE BOROUGH OF CARROLL VALLEY, COUNTY OF ADAMS, PENNSYLVANIA, BY THE CARROLL VALLEY BOROUGH COUNCIL, TO REPEAL THE CARROLL VALLEY BOROUGH ZONING ORDINANCE OF 1976, AS AMENDED, AND ENACT A NEW CARROLL VALLEY BOROUGH ZONING ORDINANCE.**

**NOTICE** is hereby given that the Borough of Carroll Valley, County of Adams, Pennsylvania, by the Carroll Valley Borough Council, intends to repeal the Carroll Valley Borough Zoning Ordinance of 1976, as amended, and enact a new Carroll Valley Borough Zoning Ordinance. The Carroll Valley Borough Zoning Ordinance under consideration for enactment is summarized as follows:

**Article I:** Establishes the short title of the Carroll Valley Borough Zoning Ordinance, identifies the statutory authority for said Ordinance, and establishes the purposes of said Ordinance.

**Article II:** Establishes guidelines for interpretation and definitions of specific terms used in the Carroll Valley Borough Zoning Ordinance.

**Article III:** Establishes the zoning districts used in the Carroll Valley Borough Zoning Ordinance, the Zoning Map of said Ordinance, guidelines for interpretation of zoning district boundaries, and a table summarizing the permitted uses of each zoning district.

**Article IV:** Establishes the Agricultural (A) District, and the permitted uses and site development standards associated with said District.

**Article V:** Establishes the Residential Conservation (R1) District, and the permitted uses and site development standards associated with said District.

**Article VI:** Establishes the Residential Low Density (R2) District, and the permitted uses and site development standards associated with said District.

**Article VII:** Establishes the Residential Medium Density (R3) District, and the permitted uses and site development standards associated with said District.

**Article VIII:** Establishes the Community Core (CC) District, and the permitted uses and site development standards associated with said District.

**Article IX:** Establishes the Commercial (C) District, and the permitted uses and site development standards associated with said District.

**Article X:** Establishes the Floodplain Overlay (FO) District, and the additional site development standards associated with properties located in said Overlay District.

**Article XI:** Establishes the Riparian Buffer Overlay (RBO) District, and the additional site development standards associated with properties located in said District.

**Article XII:** Establishes the Forested Lands Overlay (FLO) District, and the additional site development standards associated with properties located in said District.

**Article XIII:** Establishes the Airport Overlay (AO) District, and the additional site development standards associated with properties located in said District.

**Article XIV:** Establishes general requirements that are applied either to specific types of development or to properties in specific locations.

**Article XV:** Establishes performance standards to be applied to specific uses of property.

**Article XVI:** Establishes standards establishing the number of off-street parking spaces required for specific uses and the design of parking lots. Establishes off-street loading and unloading standards.

**Article XVII:** Establishes standards to regulate the use, number, type, size, and location of signs.

**Article XVIII:** Establishes standards governing the continuation and expansion of nonconforming uses and structures.

**Article XIX:** Establishes standards governing the administration of the Carroll Valley Borough Zoning Ordinance. Establishes the position of Zoning Officer and establishes the Carroll Valley Borough Zoning Hearing Board.

**Article XX:** Establishes guidelines regarding how to interpret the standards of the Carroll Valley Borough Zoning Ordinance in the context of other Federal, State, County, or local requirements.

**Article XXI:** Provides the date of adoption and the signatures of the Carroll Valley Borough Council President, the Mayor, and the Carroll Valley Borough Assistant Manager / Secretary.

**Appendix A:** Provides the Carroll Valley Borough Zoning Map.

**Appendix B:** Provides the Carroll Valley Borough Table of Uses.

**Appendix C:** Provides the Carroll Valley Borough Zoning Map – Riparian Buffer Overlay.

**Appendix D:** Provides the Carroll Valley Borough Zoning Map – Forested Lands Overlay.

**Appendix E:** Provides the Carroll Valley Borough Zoning Map – Airport Overlay.

**Appendix F:** Includes the document "DCNR Invasive Plan List" for reference purposes.

In accordance with Section 608 of Act 247 of 1968, as amended, the Pennsylvania Municipalities Planning Code, the Carroll Valley Borough Council will hold a Public Hearing to consider the enactment of the new Carroll Valley Borough Zoning Ordinance, and to receive and review written or verbal public input relative thereto, on Tuesday, May 10, 2022, at 7:00PM, prevailing time, at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania, 17320.

The new Carroll Valley Borough Zoning Ordinance will be considered for adoption on Tuesday, June 14, 2022, at the Carroll Valley Borough Council's regular public meeting, commencing at 7:00 PM, prevailing time, at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania, 17320. If approved by the Carroll Valley Borough Council, and enacted pursuant to Act 247 of 1968, as amended, the Pennsylvania Municipalities Planning Code, the effective date of the new Carroll Valley Borough Zoning Ordinance will be July 1, 2022.

The full text of the new Carroll Valley Borough Zoning Ordinance to be enacted, including the Carroll Valley Borough Zoning Map and Appendices, may be examined without charge or obtained for a charge not greater than the cost thereof at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania and the Adams County Office of Planning and Development, 19 Baltimore Street, Suite 101, Gettysburg, Pennsylvania, 17325.

Zachary Rice, Esq.  
Carroll Valley Borough Solicitor

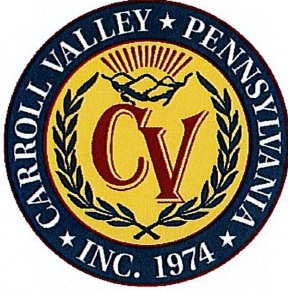
---

---

**INTEROFFICE MEMORANDUM**

---

---



**TO:** BOROUGH COUNCIL  
**FROM:** DAVID A. HAZLETT, BOROUGH MANAGER  
**SUBJECT:** RESOLUTION #4-2022  
**DATE:** 04/08/2022  
**CC:** FILE

---

Attached please find **Resolution #4-2022**; the resolution providing for the supplemental appropriations for the 2022 Budget. This resolution will authorize the Coronavirus State and Local Fiscal Recovery Funds (CSLFRF), provided through the American Rescue Plan Act (ARPA), to be designated as revenue loss in accordance with the Final Rule as published by the U.S. Treasury Department.

**Action Requested:** I ask that you Adopt Resolution #4-2022 and Authorize Borough Staff to execute all documents necessary for the proper compliance of the Final Rule for the expenditure of the Coronavirus State and Local Fiscal Recovery Funds.

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY, PENNSYLVANIA  
RESOLUTION #4-2022

**A RESOLUTION OF BOROUGH COUNCIL OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA PROVIDING FOR SUPPLEMENTAL APPROPRIATIONS FOR THE 2022 BUDGET**

**WHEREAS**, on March 11, 2021 the American Rescue Plan Act of 2021 became law, providing to The Borough of Carroll Valley (hereinafter, the “Borough”) a direct, non-competitive federal formula grant from the U.S. Treasury Department (the “Treasury”) totaling Four Hundred Twelve Thousand Six Hundred Six Dollars and Four Cents (\$412,606.04) identified as Coronavirus State and Local Fiscal Recovery Funds (CSLFRF); and

**WHEREAS**, on May 17, 2021 the Treasury published an Interim Final Rule for the use of the CSLFRF; and

**WHEREAS**, on December 14, 2021, Borough Council adopted a budget for the calendar year 2022; and

**WHEREAS**, January 27, 2022, Treasury issued a Final Rule, which modified the regulations contained in the Interim Final Rule; and

**WHEREAS**, the Final Rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to elect a standard amount of revenue loss or complete a full revenue loss calculation; and

**WHEREAS**, recipients of CSLFRF that select the standard allowance may use that amount – in many cases their full award – for government services, with streamlined reporting requirements; and

**WHEREAS**, the Borough Code, Section 1312, authorizes Borough Council, in its reasonable discretion, to make supplementary appropriations and transfers from one appropriation to another during the fiscal year, if it is within the current year’s revenues, 8 Pa.C.S.A §1312; and

**WHEREAS**, Borough Council of The Borough of Carroll Valley wishes to provide for supplemental appropriations of the CSLFRF from the 2022 Borough Budget in accordance with the Final Rule as published by Treasury.

**NOW, THEREFORE, BE IT RESOLVED**, by Borough Council of The Borough of Carroll Valley as follows:

**SECTION 1.** The above recitals are incorporated herein by reference and made a part hereof.

**SECTION 2.** Borough Council hereby elects the revenue replacement standard allowance in accordance with the Final Rule, which equals the Borough’s full award amount of \$412,606.04.

**SECTION 3.** Proper Borough officials are hereby authorized to file with the Treasury, any report or document necessary; and further, to align these spending priorities, as designated herein, with specific categories of eligibility as detailed in the Final Rule for the expenditure of CSLFRF.

**SECTION 4.** Proper Borough officials are authorized to execute documents necessary for the proper compliance of the Final Rule for the expenditure of CSLFRF.

**DULY RESOLVED** this \_\_\_\_\_ day of April 2022, by Borough Council of the Borough of Carroll Valley, Adams County, Pennsylvania, in lawful session duly assembled.

**ATTEST:**

**THE BOROUGH OF CARROLL VALLEY:**

---

By: Gayle Marthers  
Title: Borough Secretary

---

By: Richard Mathews  
Title: Council President



# MAYOR'S REPORT

---



# March 2022 Police Report

by  
Chief Richard L Hileman II  
Carroll Valley Borough Police

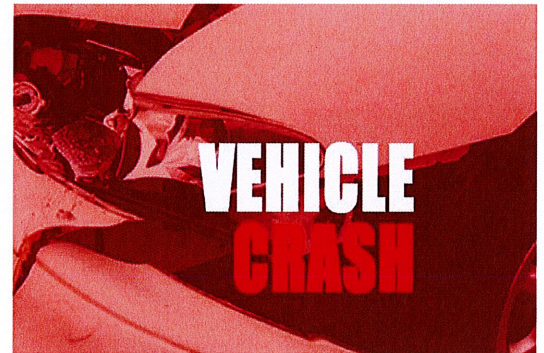


## Special News / Achievements:



- The Carroll Valley Civil Service Commission is beginning the next round of the hiring process. We are continuing recruiting efforts.

- Corporal Clifford Weikert charged an individual that is alleged to have run over 2 mailboxes on Snowbird Trail. The driver is alleged to have then failed to stop for the stop sign at Blue Gill Trail and Fairfield Road before narrowly missing the Columbia gas facility, crashing into the woods and fleeing on foot.



## Special Events:



- April 30<sup>th</sup> from about 0900 AM until 0915AM, West Main Street in Fairfield Borough will be closed for the opening day of baseball parade, if PennDOT issues the required permits. Either avoid the area during these times or come down and cheer the teams along the route.

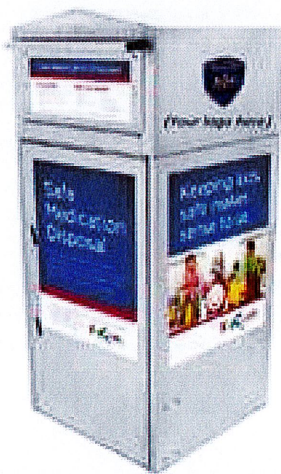
- CVPD will have officers out this month on additional patrols addressing aggressive driving. Please have a designated driver and watch your speed for your safety and the safety of those around you.



- April 30<sup>th</sup> from 10AM to 2PM, Carroll Valley Police Department, with Liberty Twp and Cumberland Twp PDs, in cooperation with the US Drug Enforcement Agency and Collaborating for Youth, will give the public its 17th opportunity in 9 years to prevent pill abuse and theft by removing from their homes potentially dangerous expired,



unused, and unwanted prescription drugs. Start collecting them now and bring your pills for disposal. Find other locations at [http://www.deadiversion.usdoj.gov/drug\\_disposal/takeback/](http://www.deadiversion.usdoj.gov/drug_disposal/takeback/)



- As a reminder, the Carroll Valley Borough Police Department has partnered with the Rite Aid Foundation and KidCents Safe Medication Disposal Program to offer a medication disposal unit at the police station. Items accepted include prescription medications and over-the-counter medications. This collection will not accept illegal drugs or paraphernalia, lotions or liquids, inhalers, aerosol cans, needles, thermometers and hydrogen peroxide. Drop off can be made anytime the office is open. The department does not collect any information from the individual dropping off the medications.

## Crime Data:

Key to reading the following page:

1. At the top left, you see overall statistics for the month. Total offenses and clearance rate refer to Group "A" offenses. Arrests refer to Group "A" and Group "B". This data is only for Carroll Valley Borough.
2. It also includes crime rates and arrest rates, however this calculation is not yet functioning on the PA State Police system, so they display as -0-. When working correctly, they will report in the national standard of per 100,000 population. As such, when it does calculate, it shows the rate as if the Carroll Valley population was 100,000. By doing this, it makes the rate comparable regardless of the size of the jurisdiction.
3. The column below on the left shows all Group "A" offenses. Offenses can be generally cleared by:
  - a. Arrest (by charging someone with the crime).
  - b. Victim Refused Prosecution = Prosecution limited by victim, or;
  - c. Exceptional Clearance = Charges could be filed but for cause are not.
4. In the center, NIBRS adds additional categories, and you can see how they compare year over year for the month reported.
5. On the right column, you first see a list of arrests for Group "A" offenses, divided into adults and juveniles.
6. At the bottom of the right column, Group "B" arrests are listed. As a major change in NIBRS reporting, Group "B" offenses are only listed when an arrest occurs. Unsolved Group "B" offenses are no longer reported.
7. Each NIBRS offense belongs to one of three categories: Crimes Against Persons, Crimes Against Property, and Crimes Against Society. Crimes Against Persons, e.g., murder, rape, and assault, are those whose victims are always individuals. The object of Crimes Against Property, e.g., robbery, bribery, and burglary, is to obtain money, property, or some other benefit. Crimes Against Society, e.g., gambling, prostitution, and drug violations, represent society's prohibition against engaging in certain types of activity; they are typically victimless crimes in which property is not the object.



# Offense and Arrest Summary Report

Printed On:  
04/07/2022

Beginning Date: 03/01/2022

Ending Date: 03/31/2022

Page 1 of 1

Agency: All

Municipality: Carroll Valley Borough

Total Offenses 4 Clearance Rate 25%  
% change from last year -42.86% Last years rate 71.43%

Total Arrests 4 Hate Crime Offenses 0  
% change from last year -42.86% Law Officers Assaulted 0

Group A Crime Rate per 100,000 Population : 0.00 Summary based reporting Crime Rate per 100,000 Population :

Arrest Rate per 100,000 Population : 0.00

### Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	4
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	0
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
<b>Total Group A Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	2	0	0	2	1
DUI	1	0	0	1	0
Drunkenness	1	0	0	1	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	2
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
<b>Total Group B Arrests</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>3</b>
<b>Total Arrests</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>7</b>

### Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault	1		
Burglary			
Larceny			
Motor Vehicle Theft			
Arson			
Simple Assault			5
Intimidation	1	1	
Bribery			
Counterfeiting/Forgery			
Vandalism			
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud	2		2
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			
Incest			
Statutory Rape			
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
<b>Total Group "A"</b>	<b>4</b>	<b>1</b>	<b>7</b>

### Crime Against Person

2 - This year  
5 - Last year  
-60% - Percent Change

### Crime Against Property

2 - This year  
2 - Last year  
0% - Percent Change

### Crime Against Society

- This year  
- Last year  
0 - Percent Change

Population : 1

Note: Last years figures are provided for comparison purposes only.

## Calls for Service:

Carroll Valley Calls for Service Month	Total
ALARM	5
ANIMAL COMPLAINT	2
ASSIST - FIRE/EMS	8
ASSIST - OTHER POLICE	2
CHILD WELFARE	1
CRIMINAL MISCHIEF	2
DISTURBANCE/NOISE	2
DOMESTIC DISTURBANCE	7
DRIVING UNDER THE INFLUENCE	1
DRUG ACTIVITY	1
FRAUD	2
MENTAL HEALTH / WELFARE	2
MISC CALL FOR SERVICE	5
SUSPICIOUS ACTIVITY	3
THREATS / HARRASSMENT / STALKING	3
TRAFFIC COMPLAINT	5
VEHICLE CRASH	4
VEHICLE STOP	9
Z COURT / JUSTICE	2
Z FOLLOW-UP	7
<b>Grand Total</b>	<b>73</b>

Carroll Valley Calls for Service YTD	Total
ALARM	13
ANIMAL COMPLAINT	8
ASSIST - FIRE/EMS	40
ASSIST - OTHER POLICE	5
CHILD WELFARE	1
CRIMINAL MISCHIEF	3
DISTURBANCE/NOISE	4
DOMESTIC DISTURBANCE	24
DRIVING UNDER THE INFLUENCE	1
DRUG ACTIVITY	1
FRAUD	4
MENTAL HEALTH / WELFARE	9
MISC CALL FOR SERVICE	25
SUSPICIOUS ACTIVITY	5
THEFT	15
THREATS / HARRASSMENT / STALKING	7
TRAFFIC COMPLAINT	27
TRESPASS	1
VEHICLE CRASH	10
VEHICLE STOP	26
Z COURT / JUSTICE	3
Z FOLLOW-UP	27
<b>Grand Total</b>	<b>259</b>

## Traffic Enforcement:

- Officers conducted vehicle stops and handled crashes this month as listed above. Together these resulted in the following citations, faulty equipment notices, and warnings.



Citation, Faulty Equipment and Warning	Count:
1301 (Title 75) - Registration and certificate of title required	1
1543 (Title 75) - Driving while operating privilege is suspended or revoked	1
1786 (Title 75) - Required financial responsibility	1
3323 (Title 75) - Stop signs and yield signs	1
3362 (Title 75) - Maximum speed limits	7
3745 (Title 75) - Accidents involving damage to unattended vehicle or property	2
<b>Grand Total</b>	<b>13</b>

### Miscellaneous:

Calls for Service	March 2021	March 2022	YTD 2021	YTD 2022
Calls from Public	108	61	332	225
Officer initiated	38	12	111	34
Total CV Calls	146	73	443	259

Vehicle Mileage			
	Starting	Ending	Total
2017 Dodge Charger Unmarked	19,088	19,494	406
2017 Dodge Charger Marked	65,125	65,153	28
2014 Dodge Charger Unmarked	86,247	87,723	1,476
2014 Dodge Charger Marked	86,205	86,214	9
2010 Ford Exp Marked	82,968	82,968	0
		Total	1,919



# March 2022 Fairfield Police Report Supplement



by  
Chief Richard L Hileman II  
Carroll Valley Borough Police

## Calls for Service:

This data represents all calls for service we receive from the Adams County Department of Emergency Services which accounts for most of our calls. It also includes officer-initiated calls, like traffic stops and follow ups as well as complaints received on station or by other means.

Fairfield Calls for Service Month	Total	Fairfield Calls for Service YTD	Total
ALARM	2	ALARM	2
ASSIST - FIRE/EMS	5	ASSIST - FIRE/EMS	11
CRIMINAL MISCHIEF	4	CHILD WELFARE	1
DOMESTIC DISTURBANCE	2	CRIMINAL MISCHIEF	6
MISC CALL FOR SERVICE	1	DISTURBANCE/NOISE	1
THREATS / HARRASSMENT / STALKING	1	DOMESTIC DISTURBANCE	3
VEHICLE STOP	4	MENTAL HEALTH / WELFARE	2
Z FOLLOW-UP	2	MISC CALL FOR SERVICE	3
<b>Grand Total</b>	<b>21</b>	MISSING/LOST PERSON	1
		THREATS / HARRASSMENT / STALKING	2
		TRAFFIC COMPLAINT	2
		VEHICLE CRASH	1
		VEHICLE STOP	12
		Z FOLLOW-UP	13
		<b>Grand Total</b>	<b>60</b>

## Citations:

We issued the following citations, faulty equipment, and warning cards in Fairfield Borough:

Citation, Faulty Equipment and Warning	Count:
1301 (Title 75) - Registration and certificate of title required	1
1311 (Title 75) - Registration card to be signed and exhibited on demand	1
1371 (Title 75) - Operation following suspension of registration	1
1786 (Title 75) - Required financial responsibility	1
3362 (Title 75) - Maximum speed limits	2
4581 (Title 75) - Restraint systems	1
4703 (Title 75) - Operation of vehicle without official certificate of inspection	1
<b>Grand Total</b>	<b>8</b>





# Offense and Arrest Summary Report

Printed On:  
04/07/2022

Beginning Date: 03/01/2022

Ending Date: 03/31/2022

Page 1 of 1

Agency: All

Municipality: Fairfield Borough

**Total Offenses** 1 **Clearance Rate** 0  
% change from last year -80% Last years rate 80%

**Total Arrests** 0 **Hate Crime Offenses** 0  
% change from last year -100% **Law Officers Assaulted** 0

**Group A Crime Rate per 100,000 Population :** 0.00 **Summary based reporting Crime Rate per 100,000 Population :** 0.00

**Arrest Rate per 100,000 Population :** 0.00

## Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	1
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	1
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
<b>Total Group A Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	0	0	0	0	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
<b>Total Group B Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>

## Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny			
Motor Vehicle Theft			
Arson			
Simple Assault			
Intimidation			1
Bribery			
Counterfeiting/Forgery			
Vandalism	1		1
Drug/Narcotic Violations			1
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud			
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			2
Incest			
Statutory Rape			
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
<b>Total Group "A"</b>	<b>1</b>		<b>5</b>

### Crime Against Person

- This year  
3 - Last year  
-100% - Percent Change

### Crime Against Property

1 - This year  
1 - Last year  
0% - Percent Change

### Crime Against Society

- This year  
1 - Last year  
-100% - Percent Change

Population : 1

Note: Last years figures are provided for comparison purposes only.

# FIRE/EMS/EMA REPORT

---

# FAIRFIELD FIRE & EMS

## Fire Report – March 2022

**Calls for the Month – 19**

**Year to Date Total - 67**

### Nature of Call(s)

Fire Police -	2
Fire – Structure	4
Motor Vehicle Accident	1
Medical Assist	4
Automatic Fire Alarm	2
Wildland Fire	3
CO Alarm	1
Gas Leak	1
Wires	1

### Location of Call(s)

Carroll Valley Borough	3
Fairfield Borough	3
Franklin Township	3
Freedom Township	0
Hamiltonban Township	7
Highland Township	1
Liberty Township	2

# **FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT**

-----  
**1340 OLD WAYNESBORO ROAD  
FAIRFIELD, PA 17320**



## **MONTHLY FIRE REPORT FOR MARCH 2022**

Breakdown of calls by type:

Building fire.....	3
Medical Assist.....	4
Service call.....	2
Dumpster fire.....	1
Gas Leak.....	1
Transfers.....	2
<u>Good Intent.....</u>	<u>9</u>
<b>TOTAL</b>	<b>22</b>

Notes: Busy month. We held a hazardous materials refresher class at our station on March 13. More than 25 people attended. Will be holding a joint fundraiser with Fairfield on April 30<sup>th</sup>. Half pound of steamed shrimp, 10 wings, baked potato and applesauce. This drive thru dinner will cost \$25.

David M. Martin

A handwritten signature in cursive script that reads "Dave".

Fire Chief

cc: Carroll Valley Borough  
Hamiltonban Township  
Liberty Township

# Fountain Dale Volunteer Fire Department

This report was generated on 4/4/2022 9:40:59 PM

## Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 03/01/2022 | End Date: 03/31/2022

<b>Incident Date</b>	<b>Address</b>	<b>Incident Type</b>
03/01/2022	Shirley Trail, Fairfield, PA 17320	Medical assist, assist EMS crew
03/01/2022	Waynesboro Pike, Fairfield, PA 17320	No incident found on arrival at dispatch address
03/04/2022	Harbaugh Valley Road, Fairfield, PA 17320	Unauthorized burning
03/04/2022	Pine Hill Trail, Fairfield, PA 17320	Dispatched & cancelled en route
03/05/2022	Wolfesville Road, Wolfesville, MD 21783	Building fire
03/05/2022	Gap Road, Waynesboro, PA 17268	Dispatched & cancelled en route
03/05/2022	Monterey Lane, Blue Ridge Summit, PA 17214	Cover assignment, standby, moveup
03/06/2022	Leiter Street, Hagerstown, MD 21740	Cover assignment, standby, moveup
03/06/2022	Marten Trail, Fairfield, PA 17320	Gas leak (natural gas or LPG)
03/11/2022	Zana Court, Waynesboro, PA 17268	Dispatched & cancelled en route
03/11/2022	Sabillasville Road, Sabillasville, MD 21780	Dispatched & cancelled en route
03/12/2022	Fort Ritchie Access Road, Blue Ridge Summit, PA 17214	Assist police or other governmental agency
03/12/2022	Sabillasville Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
03/12/2022	Harbaugh Valley Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
03/13/2022	Mentzer Gap Road, Waynesboro, PA 17268	Dispatched & cancelled en route
03/20/2022	Toms Creek Trail, Fairfield, PA 17320	Building fire
03/20/2022	Poplar Springs Road, Orrtanna, PA 17353	Dispatched & cancelled en route
03/20/2022	Old Sabillasville Road, Sabillasville, MD 21780	Dispatched & cancelled en route
03/21/2022	Sabillasville Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
03/27/2022	Harbaugh Valley Road, Sabillasville, MD 21780	Dumpster or other outside trash receptacle fire
03/29/2022	Topper Road, Fairfield, PA 17320	Building fire
03/31/2022	North Church Street, Thurmont, MD 21788	Dispatched & cancelled en route

Lists the Incident Date, Street Name (including City, State, Zip), and Incident Type of incidents occurring within the given Date Range. Only Reviewed incidents are included.



emergencyreporting.com  
Doc Id: 1513  
Page # 1 of 1



# FREMA

## 2022 Executive Board

### Carroll Valley Borough

Ron Harris, Mayor  
**FREMA Chairman** MayorRonHarris@comcast.net 301-606-2021 (c)  
717-642-9270 (h)

Gayle Marthers, Ass't Boro Mgr  
**Alternate** gayle@carrollvalley.org 717-752-0063 (c)

---

### Fairfield Borough

Robert Stanley, Mayor  
**FREMA Secretary** Mayorstanley@comcast.net 301-490-7171 (c)  
717-642-8000 (h)

Patricia T. Smith, Council President  
**Alternate** mprsmith@comcast.net 717-487-5032 (c)  
or 717-642-5032 (h)

---

### Hamiltonban Township

David (Brad) Martin, Supervisor  
**Board Member** martin4twpsupervisor@gmail.com 717-398-6454 (c)  
Supervisor

Douglas Woerner, Supervisor  
**Alternate** doug.woerner@yahoo.com 717-321-4486 (c)  
or 717-642-9225 (h)

---

### Highland Township

Gary Dingle, Chairman  
**Board Member** garydingle5310@gmail.com 717-398-8703(c)

Jason Stitt  
**Alternate** jstitt40406@gmail.com 717-357-2591 (c)

---

### Liberty Township

Robert Keilholtz, Supervisor  
**Board Member** bobbykeilholtz@libertytownship.org 301-471-8316 (c)  
717-642-0011 (h)

Walter Barlow  
**FREMA Vice Chairman & Alternate** walterbarlow.liberty@comcast.net

---

Adam M. Wine  
15 Diane Trail, Fairfield, PA 17320  
**Emergency Management Coordinator** adam.m.wine@gmail.com 281-299-9465 (c)

Michael (Mike) McCabe  
40 Hilltop Trail, Fairfield, PA 17320  
**Deputy Emergency Management Coordinator** mcfyrman@gmail.com 720-314-1176

# COMMITTEE REPORTS

---



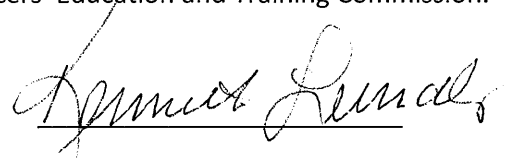
**Report of the Carroll Valley Civil Service Commission on Activities in 2021**

**For**

**Carroll Valley Borough Council**

**28 March 2022**

In 2021, the Carroll Valley Civil Service Commission was directed to produce a list of candidates for the open patrol officer's position. We conducted one round, administering written test to one candidate who withdrew from the process having obtained another police position. We conducted a second round and administered a written test and oral board to one candidate that withdrew after not receiving a testing waiver for certification from the Municipal Police Officers' Education and Training Commission.

A handwritten signature in black ink, appearing to read "Kenneth Lundberg", written over a horizontal line.

Kenneth Lundberg, Chairman

Carroll Valley Civil Service Commission

Planning Meeting 4/4/2022

- Welcomed new members – Jeffrey Pannebaker
- Approval of Feb minutes
- Open to the public - none
- Current Business - Property Maintenance
  - Dave Hazlett provided sample ordinances concerning safety hazards to review, Mr. Wight will provide PSAB samples and Members will discuss - slate for next month.
  - several members have taken the “Dave” tour to appreciate the Borough’s issues, a couple members outstanding.
- New Business - none
- Old Business - none
- Adjourned

Respectfully Submitted,  
Michael Wight, Chair



# Memorandum

**To:** Borough of Carroll Valley Council  
**From:** Mayor Ron Harris  
**Date:** March 14, 2022  
**Subject:** March 14, 2022, Public Safety Committee Meeting Chair Notes

---

1. In attendance were Brain Wheeler, Anthony Golden, Cpl Clifford Weikert and Dave Hazlett. John Svalina, and Dan Patton were absent.
2. The minutes of the Regular meeting of the Public Safety Committee held on February 10, 2020, were approved.
3. There was no Old Business to discuss.
4. Under New Business the following are the highlights.
  - a. Discussion was held on the 2022 Safety Program – Medicine Take Back collection is to be held on April 30<sup>th</sup> between the hours of 10 am to 2 pm in the Borough Parking lot.
  - b. Members recommended that the community outreach program – National Night Out (NNO) be held on Tuesday, August 2<sup>nd</sup>. The last NNO event was held before the pandemic.
  - c. Status of the PA House Bill 606, Use of Radar by Local Police was discussed. The member recommended that the information be shared with Council at their next meeting. The information was recommended to be provided to Council at their next meeting. See attachment.

# ADMINISTRATIVE BUSINESS

---

**BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 31 MARCH 2021**

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$57,132.36	\$0.00	\$0.00	\$175.50	\$74,157.61	\$0.00	\$131,465.47	\$24,478.54
INVESTMENTS	\$2,764,083.90	\$0.00	\$0.00	\$0.00	\$0.00	\$565,209.08	\$3,329,292.98	\$222,543.86
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$56,831.57	(\$6,149.67)	\$555,109.77	\$0.00	\$1,106,994.68	\$0.00	\$1,712,786.35	\$0.00
DUE TO OTHER FUNDS	\$1,419,960.59	\$0.00	\$35,163.95	(\$3,048.18)	\$209,419.77	\$0.00	\$1,661,496.13	\$52,076.73
LIABILITIES	\$5,688.56	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$147,688.84	\$0.00
NET BALANCE	\$1,452,823.68	(\$6,149.67)	\$519,970.82	(\$138,776.60)	\$971,732.52	\$565,209.08	\$3,364,809.83	\$194,995.67

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$194,994.21	\$1,000.00	\$46,542.34	\$12,802.80	\$1,025.60	\$232,751.80	\$489,116.75	\$844.39
ACTUAL EXPENDITURES (-)	\$157,869.63	\$1,047.34	\$24,340.89	\$25,605.60	\$229,067.81	\$0.00	\$437,931.27	\$0.00
ENCUMBERED FUNDS (-)	\$5,812.26	\$999.64	\$900.14	\$0.00	\$92,446.32	\$0.00	\$100,158.36	\$0.00
NET TRANSACTION BALANCE	\$31,312.32	(\$1,046.98)	\$21,301.31	(\$12,802.80)	(\$320,488.53)	\$232,751.80	(\$48,972.88)	\$844.39

END OF PERIOD								
CHECKING ACCOUNT	\$34,047.74	\$0.00	\$0.00	(\$12,627.30)	\$74,183.21	\$0.00	\$95,603.65	\$24,478.54
INVESTMENTS	\$2,723,654.38	\$0.00	\$0.00	\$0.00	\$0.00	\$797,960.88	\$3,521,615.26	\$223,388.25
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$165,325.22	(\$5,149.67)	\$581,102.16	\$0.00	\$1,068,664.88	\$0.00	\$1,809,942.59	\$0.00
DUE TO OTHER FUNDS	\$1,408,623.18	\$47.70	\$44,281.39	(\$3,048.18)	\$308,748.28	\$0.00	\$1,758,652.37	\$52,076.73
LIABILITIES	\$26,287.25	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$168,287.53	\$0.00
NET BALANCE	\$1,488,541.91	(\$5,197.37)	\$536,845.77	(\$151,579.40)	\$834,099.81	\$797,960.88	\$3,500,671.60	\$195,840.06

# Check Register with Invoices

Borough of Carroll Valley

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
----------	------------	----------	--------	---------	--------------	--------

**Bank Account: 3 GENERAL FUND PLGIT CHECKING**

1099	3/1/2022	14510	BCV F&M Sinking Fund		\$12,802.80	O
			3122 Transfer for payment of 3/1/22 for Loan # 410681-0		\$12,802.80	
1100	3/1/2022	17714	Highway Equipment & Supply Co.		\$92,282.00	O
			CV1221 Volvo L45H Loader		\$92,282.00	
1101	3/31/2022	14510	BCV F&M Sinking Fund		\$12,802.80	O
			33122 Transfer for payment of 4/1/22 for Loan # 410681-0		\$12,802.80	
<b>Bank Total:</b>					<b>\$117,887.60</b>	

---

**Check Register with Invoices****Borough of Carroll Valley**

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

---

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
----------	------------	----------	--------	---------	--------------	--------

---

**Bank Account: 17 F&M SF - Bldg**

---

1065	3/1/2022	14505	F&M TRUST		\$12,802.80	O
------	----------	-------	-----------	--	-------------	---

			3122 New Building: Payment of 3/1/22		\$12,802.80	
--	--	--	--------------------------------------	--	-------------	--

---

1066	3/31/2022	14505	F&M TRUST		\$12,802.80	O
------	-----------	-------	-----------	--	-------------	---

			33122 New Building: Payment of 4/1/22		\$12,802.80	
--	--	--	---------------------------------------	--	-------------	--

---

			<b>Bank Total:</b>		<b>\$25,605.60</b>	
--	--	--	--------------------	--	--------------------	--

---

# Check Register with Invoices

Borough of Carroll Valley

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
----------	------------	----------	--------	---------	--------------	--------

**Bank Account: 51 F&M GF - Checking**

34503	3/1/2022	17718	AC&T CO, INC.		\$490.62	O
			2360135 MS: Propane		\$490.62	
34504	3/1/2022	14374	AMERICAN UNITED LIFE INS		\$316.43	O
			3122 Life & Disability Premium: March 2022		\$316.43	
34505	3/1/2022	14211	AT&T MOBILITY		\$509.43	O
			2262022 Wireless Svc: 1/19/22-2/18/22		\$182.18	
			2262022-1 GeoTabs: Svc 1/19/22-2/18/22		\$327.25	
34506	3/1/2022	1191	COMCAST CABLE		\$145.16	O
			0019274-3122 99 Country Club Trl: Emergency Dialer		\$94.05	
			22989-3122 STP: 119A Sanders Rd: Svc 2/13/22-3/12/22		\$51.11	
34507	3/1/2022	17698	CONTROLLED F.O.R.C.E. TRAINING		\$570.00	O
			10029 Defensive Tactics Instructor Course		\$570.00	
34508	3/1/2022	1210	KEYSTONE MUNICIPAL INSURANCE		\$26.00	O
			316 2021 Audit Workers Compensation		\$26.00	
34509	3/1/2022	196	LABORATORY, ANALYTICAL & BIOLO		\$260.00	O
			102265 STP: Testing February 2022		\$260.00	
34510	3/1/2022	137	MET-ED		\$75.00	O
			451628-3122 Jacks Mtn & Skylark Trl: Street Lighting		\$75.00	
34511	3/1/2022	1119	MOHNS LUMBER		\$400.00	O
			10392 Rafter & Purlin Boards		\$400.00	
34512	3/1/2022	253	PENNSYLVANIA CHIEFS OF POLICE		\$200.00	O
			4967 Ad for Police Officer		\$200.00	
34513	3/1/2022	254	PENNSYLVANIA PERCS INC.		\$414.50	O
			36360 Jacks Mtn Bridge Light Maintenance		\$414.50	
34514	3/1/2022	14287	PERSONNEL CONCEPTS		\$15.90	O
			3122 Revised PA & Federal Labor Law Notice		\$15.90	
34515	3/1/2022	14439	PLANET TECHNOLOGIES		\$3,083.52	O
			I005131 2022 Office 365/Email Hosting		\$3,083.52	



# Check Register with Invoices

Borough of Carroll Valley

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34516	3/1/2022	14150	SELECTIVE INSURANCE		\$997.00	O
			3122 Flood Insurance: 4/11/22-4/10/23		\$997.00	
34517	3/1/2022	14643	SPECIALTY GRANULES INC.		\$561.91	O
			7005433911 #57 Stone for Septic Tank Fill		\$340.06	
			7005435597 Anti Skid		\$221.85	
34518	3/1/2022	14548	Stacy L. Krietz		\$632.00	O
			3122-1 Office Cleaning: 2/13/22-2/26/22		\$316.00	
			3122 Office Cleaning: 1/30/22-2/12/22		\$316.00	
34519	3/16/2022	17718	AC&T CO, INC.		\$73.45	O
			2385127 MS: Propane		\$73.45	
34520	3/16/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$3,122.83	O
			3000-322 STP: Country Club Trl. Pump Station: Svc 2/1/22-3/		\$148.15	
			4700-322 Boro Office: Svc 2/1/22-3/1/22		\$1,175.13	
			4704-322 STP: Sanders Rd. Pump Station: Svc 2/1/22-3/1/22		\$1,799.55	
34521	3/16/2022	14391	CAPITAL REGION WATER		\$299.00	O
			127140-322 STP: Sludge testing January 2022		\$299.00	
34522	3/16/2022	1191	COMCAST CABLE		\$1,039.37	O
			141816025-4 Boro Office: Svc 3/1/22-3/31/22		\$217.87	
			22989-322 STP: 119A Sanders Rd: Svc 3/13/22-4/12/22		\$61.11	
			22005-322 Internet Fees		\$250.38	
			141816025-3 STP 119A Sanders Rd: Svc 3/1/22-3/31/22		\$62.05	
			141816025-2 14 Ranch Trl: Svc 3/1/22-3/31/22		\$118.96	
			141816025 PL: Svc 3/1/22-3/31/22		\$282.00	
			141816025-1 Zoning: Svc 3/1/22-3/31/22		\$47.00	
34523	3/16/2022	14219	COMMUNITY MEDIA OF SOUTH CENT		\$220.00	O
			1376 CVB Council Meeting: February 2022		\$220.00	
34524	3/16/2022	17732	ENVIREP		\$5,194.00	O
			73593 Dialer for Liberty Pump Station		\$5,194.00	
34525	3/16/2022	110	EXCALIBUR TOWING		\$626.46	O
			13687 PL21 & PL22: CV Axle Boot Repair		\$283.73	
			13692 MS1: State Inspection		\$59.00	
			13679 PL21 & PL22: CV Axle Boot Repair		\$283.73	

# Check Register with Invoices

Borough of Carroll Valley

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34526	3/16/2022	356	GETTYSBURG TIMES		\$569.77	O
			41736 Legal Ad: Zoning Ordinance		\$569.77	
34527	3/16/2022	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			3069 Retainer for the month of February 2022		\$3,000.00	
34528	3/16/2022	14179	KETTERMAN ELECTRICAL SERVICE		\$270.00	O
			14563 Emergency Repair to Old Sanders Pump Station		\$270.00	
34529	3/16/2022	193	L/B WATER SERVICE SOUTH, INC.		\$48.27	O
			3572279 Curb Stop Adapter and Plug for Pavilion		\$48.27	
34530	3/16/2022	418	LOWES IN-STORE ACCOUNT		\$384.30	O
			31622 Supplies for Water location at Pavilion		\$128.27	
			31622-2 Roof Repair Supplies		\$91.15	
			31622-1 Door Sweep, Floor Cleaner, Nails, Screws		\$164.88	
34531	3/16/2022	14284	MARYLAND BIOCHEMICAL COMPANY		\$365.64	O
			2QQ1024 Bio Blocks for Grease		\$365.64	
34532	3/16/2022	975	PA MUNICIPAL HEALTH INSURANCE		\$29,386.21	O
			322 April 2022: Major Medical, Dental, Vision		\$29,386.21	
34533	3/16/2022	242	PA STATE ASSOC. OF BOROUGHES		\$200.00	O
			30196 R.M.: Municipal Police Dept. Supervisor		\$75.00	
			30200 R.M.: The Sunshine Act & Right to Know		\$25.00	
			30197 R.H.: Holding Employees Accountable		\$50.00	
			30179 R.M.: Holding Employees Accountable		\$50.00	
34534	3/16/2022	14585	SAGE Technology Solutions		\$547.20	O
			VMA70201 2022 Annual Maintenance Contract for Security Camera		\$547.20	
34535	3/16/2022	14145	SALZMANN HUGHES, P.C.		\$2,408.00	O
			13375 Representation as Borough Solicitor		\$2,408.00	
34536	3/16/2022	14623	SCHAEDLER YESCO		\$1,476.03	O
			S6475463.001 Electrical Conduit for Pavilion		\$1,476.03	
34537	3/16/2022	310	SHEALERS SEPTIC SERVICE		\$5,362.00	O
			322-1 ST: Sludge haul to Hsbg: February 2022		\$1,050.00	
			322 HT: February 2022		\$4,312.00	

# Check Register with Invoices

Borough of Carroll Valley

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34538	3/16/2022	14548	Stacy L. Krietz		\$316.00	O
			31622 Office Cleaning: 3/2/22-3/12/22		\$316.00	
34539	3/16/2022	17729	T-MOBILE		\$75.32	O
			322 PL: Connection Card Data Plan: Svc 1/22/22-2/21/22		\$75.32	
34540	3/16/2022	14232	TALLEY PETROLEUM ENTERPR		\$1,253.62	O
			31622 Fuel & Diesel Fuel: February 2022		\$1,253.62	
34541	3/16/2022	14493	THE YORK WATER COMPANY		\$62.27	O
			322 Water: Svc 1/24/22-2/22/22		\$62.27	
34542	3/16/2022	17713	TOSHIBA FINANCIAL SERVICES		\$332.33	O
			466939246 March 2022: Copier Lease		\$332.33	
34543	3/16/2022	1222	WELLSPAN OCCUPATIONAL HEALTH		\$61.00	O
			394157 DOT Breath Alcohol Screen/UDS		\$61.00	
34544	3/16/2022	14207	WEST PENN POWER		\$2,544.62	O
			594-322 Ranch Trl: Svc 1/28/22-2/27/22		\$12.26	
			218-322 Street Lights		\$2,035.15	
			822-322 Green Trl: Svc 1/28/22-2/27/22		\$9.58	
			872-322 14 Ranch Trl: Svc 1/28/22-2/27/22		\$369.57	
			294-322 14 Ranch Trl: Barn: Svc 1/28/22-2/27/22		\$118.06	
34545	3/16/2022	14622	WILLIAMS SCOTSMAN, INC.		\$532.20	O
			9013170713 STP: March 2022 Office Trailer		\$532.20	
34546	3/31/2022	17718	AC&T CO, INC.		\$348.67	O
			2421935 MS: Propane		\$348.67	
34547	3/31/2022	10	ADAMS COUNTY AUTO SUPPLY, INC.		\$41.97	O
			254905 PL24: Battery and Core Charge		\$41.97	
34548	3/31/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,131.24	O
			4500-322 Trout Run Trl: Svc 2/1/22-3/1/22		\$41.00	
			4800-322 MS Bldg: Svc 2/1/22-3/1/22		\$163.55	
			8400-322 Jacks Mtn Rd: Svc 2/1/22-3/1/22		\$44.92	
			4200-322 Ski Run Trl: Svc 2/1/22-3/1/22		\$41.00	
			1500-322 Street Lights		\$1,681.25	
			1701-322 Pavilion: Svc 2/1/22-3/1/22		\$159.52	

# Check Register with Invoices

Borough of Carroll Valley

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34549	3/31/2022	27	ALEXANDERS PLUMBING & PUMPS, I		\$196.41	O
			00491 Water Line Supplies for Pavilion		\$196.41	
34550	3/31/2022	14374	AMERICAN UNITED LIFE INS		\$316.43	O
			32822 Life & Disability Premium: April 2022		\$316.43	
34551	3/31/2022	14211	AT&T MOBILITY		\$509.43	O
			3262022-1 GeoTabs: 2/19/22-3/18/22		\$327.25	
			3262022 Wireless Svc: 2/19/22-3/18/22		\$182.18	
34552	3/31/2022	691	BOLLINGER HOMES LLC		\$18,250.00	O
			31114 New Roof over Cortner Pavilion		\$18,250.00	
34553	3/31/2022	14391	CAPITAL REGION WATER		\$1,350.00	O
			32822 STP: Sludge testing February 2022		\$1,350.00	
34554	3/31/2022	1191	COMCAST CABLE		\$94.05	O
			0019274-322 99 Country Club Trl: Emergency Dialer		\$94.05	
34555	3/31/2022	356	GETTYSBURG TIMES		\$963.16	O
			41736-1 Legal Ad: Zoning Ordinance		\$562.77	
			41869 Legal Ad: Civil Service Re-Org Meeting		\$30.35	
			41863 Legal Ad: Request for bids		\$370.04	
34556	3/31/2022	14573	HARNER MACHINE CO.		\$210.00	O
			0039338 STP: Flow Weir		\$210.00	
34557	3/31/2022	14636	HARRINGTON EQUIPMENT		\$186.52	O
			195740 EQPK6: Simplicity Mower Transmission Filter and Oi		\$68.52	
			195693 EQPK6: Simplicity Mower Supplies		\$118.00	
34558	3/31/2022	17735	KELLER ENGINEERS, INC.		\$286.65	O
			04434-0001-2 Chapter 94 Report		\$286.65	
34559	3/31/2022	825	KPI TECHNOLOGY		\$604.25	O
			8991 SEO Services		\$604.25	
34560	3/31/2022	242	PA STATE ASSOC. OF BOROUGHES		\$126.63	O
			30386 Random Drug Testing: 2/15/22		\$51.63	
			69687 R.M.: Police Service Procedures 4/21/22-6/2/22		\$75.00	
34561	3/31/2022	17737	PECKS SEPTIC SERVICE, LLC		\$1,897.50	O

# Check Register with Invoices

Borough of Carroll Valley

08-Apr-22

From: 01-Mar-22 To: 31-Mar-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			28706 STP: Sludge Removal/Disposal		\$1,897.50	
34562	3/31/2022	253	PENNSYLVANIA CHIEFS OF POLICE		\$67.03	O
			5152 Entry-Level Police Officer Exam and Examiners Gui		\$67.03	
34563	3/31/2022	14665	RABOLDS SERVICES		\$144.00	O
			26197 March 10, 2022 Calibrations		\$144.00	
34564	3/31/2022	14623	SCHAEDLER YESCO		\$9.32	O
			S6475463.002 Electric Conduit for Pavilion		\$9.32	
34565	3/31/2022	14643	SPECIALTY GRANULES INC.		\$322.35	O
			32822 #10 Stone for Electric Line to Pavilion		\$322.35	
34566	3/31/2022	14548	Stacy L. Krietz		\$316.00	O
			32822 Office Cleaning: 3/13/22-3/26/22		\$316.00	
34567	3/31/2022	328	STEPHENSON EQUIPMENT		\$2,054.68	O
			20016472 EQMS10: Backhoe Fuel Pump Repair		\$2,054.68	
34568	3/31/2022	329	████████████████████		\$100.00	O
			33022 2022 Clothing Allowance		\$100.00	
34569	3/31/2022	17729	T-MOBILE		\$548.42	O
			977204478-322 PL: Connection Card Data Plan: Svc 2/22/22-3/21/22		\$336.44	
			977204478-322-1 Wireless Svc: 2/22/21-3/21/22		\$211.98	
<b>Bank Total:</b>					<b>\$99,542.07</b>	

---

---

**MEMORANDUM**

---

---



**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** SPILLWAY REPAIR  
**DATE:** 4/8/2022  
**CC:** GAYLE MARTHERS

---

Attached is the quote for the Spillway Repair Project that was previously discussed during the budget process last year. We have budgeted \$125,000 for inlet and outlet repairs, and this is the Outlet Repair part of the project. I project the inlet repairs to be completed in 2023 at this time, but the total cost of both repairs should be well below the original budget.



**UPON APPROVAL THE CUSTOMER HAS AGREED  
TO THE FOLLOWING GENERAL CONDITIONS**

1. If required in your locality, customer is responsible for purchasing and picking up all necessary permits before commencement of the work. Cost of permit is NOT included in this proposal / contract.
2. Payment is due upon completion and should be given to the project foreman. If you are not present at the time of completion you will be invoiced.
3. Unpaid balance after 10 days of completion (invoice date) will be subject to 1.5% monthly interest.
4. If this work is awarded, this proposal will become the contract or will be made part of the contract.
5. Rights of Re-Entry & Opportunity to Cure: The owner shall timely notify the contractor of any breach and/or non-conformance with the performance of the contract, and the Contractor shall have the right to re-enter the premises to inspect the premises and a reasonable opportunity to cure any deficiency in workmanship or non-conformance to the contract. KFR has the right to use a method of its choice to remedy any deficiencies.
6. **All scheduling is tentative and may change even on the scheduled day. Many projects take longer than expected. Our goal is to finish each project before starting the next. Once started, your project will be treated the same way.**
7. KFR agrees to maintain liability insurance in the amount of \$50,000 for personal injury and \$50,000 for property damage.
8. For any implied warranty KFR will not be liable for more than the original contract amount. KFR, at its discretion, may make repairs necessary to meet the warranty requirements or refund the customer an amount in proportion to the deficient area of work.



---

---

INTEROFFICE MEMORANDUM

---

---



**TO:** BOROUGH COUNCIL  
**FROM:** GAYLE R. MARTHERS, BOROUGH SECRETARY  
**SUBJECT:** MATERIALS BID OF 2022  
**DATE:** 4/8/2022  
**CC:** FILE

---

Attached are the bid tabulations from the Bid Opening of April 6, 2022 for your review. Per Borough Code you may reject any or all bids. If you reject a bid, I ask that you take action to approve the advertisement for re-bid of the material whose bid was rejected.

A single bid was received for the following items:

- Line Painting:
  - Item #1: Four (4) inch yellow traffic line from Alpha Space Control
  - Item #2: Four (4) inch white fog line from Alpha Space Control
- Seal Coating:
  - Item #3: Single-Seal Coating for continuous full-road width from Russell Standard
  - Item #4: Single-Seal Coating for partial-road width (Bar Patching) from Russell Standard
- Fuel Oils:
  - Item #7: Liquid Propane from AC&T

**Action Requested:** I ask that you take action to award a contract at this time to Alpha Space Control for Line Painting; Russell Standard for Seal Coating and AC&T for Liquid Propane as the sole responsible bids received for the materials identified.

Two bids were received for Aggregate; both bids are considered responsible. I would ask that you consider awarding contracts both companies. The lower of the two bids are highlighted for each item; each company would be awarded the contract for the items where they are specified as the lowest bidder.

**Action Requested:** I ask that you take action to award a contract at this time to New Enterprise Stone for Item #'s: 1, 5, 12, 15, 16 and 17. I further ask that you take action to award a contract at this time to Specialty Granules for Item #'s: 2, 4, 6, 7, 8, 9, 10, 11, and 13.

The following items did not receive bids:

- Item #5: Gasoline
- Item #6: Diesel Fuel
- #B13 Aggregate
- OGS Crushed Aggregate

After speaking to Brad Sanders, Municipal Services Supervisor, he stated that the aggregate listed is not essential and does not recommend re-bidding. Therefore, the only material requiring re-bid is the gasoline and diesel fuels.

**Action Requested:** I ask that you take action to approve the advertisement for re-bid of Gasoline and Diesel Fuel.

**BID OPENING**  
**Carroll Valley Borough**  
**TABULATION OF BIDS RECEIVED 04/06/2022**

2021 Contract Awarded  
 To:

Unit Price	Unit Price
Alpha Space Control	0.11800
Alpha Space Control	0.05900
Russell Standard	1.550
Russell Standard	1.300

LINE PAINTING	Feet	BIDDER	Unit Price	Total Price
1 Double Four (4) Inch Yellow Traffic Line with Reflective Glass Beading	60,000	Alpha Space Control	\$0.16500	\$ 9,900.00
2 Single Four (4) Inch White Fog Line with Reflective Glass Beading	30,000	Alpha Space Control	\$0.08250	\$2,475.00

Bid Bonds Attached to All Bids Received

SEAL COATING	Square Yards	BIDDER	Unit Price	Total Price
3 Single-Seal Coating for continuous full-road width @ Various Locations with Bidder Supplying ALL equipment, labor and materials. ***Placement will be the Full-Width of the road	60,000	Russell Standard	\$ 1.550	\$ 93,000.00
4 Single-Seal Coating for areas less than 10,000 sq yds @ Various Locations with Bidder Supplying ALL equipment, labor and materials. ***Placement will be the Partial-Width of the road commonly referred to as "Bar-Patching"	15,000	Russell Standard	\$ 1.300	\$ 19,500.00

Bid Bonds Attached to All Bids Received

FUEL OILS	GALLONS	BIDDER	Allowance: Fixed mark-up or increase in the LRP	\$/gal @ time of Bid: NOT A FIXED PRICE	Fixed Mark-up for of Contract	Duration
5 Regular Unleaded Gasoline 87 Octane Minimum	7,500	No Bid Received			Talley Petroleum	1.7145
6 Diesel Fuel (Ultra Low Sulfur) (15ppm)	10,000	No Bid Received			Talley Petroleum	1.8877
7 Liquid Propane	GALLONS 4,000	BIDDER AC&T	Allowance: \$	Fixed Price for Duration of Contract 1.6900	Fixed Price for of the Contract AC&T	Duration 1.499

Bid Bonds Attached to All Bids Received

BID OPENING - April 6, 2022  
Carroll Valley Borough  
**TABULATION OF BIDS RECEIVED**

	AGGREGATE	TONS	BIDDER	LOADED AT PLANT		DELIVERED ON SITE	
				Unit Price	Total Price	Unit Price	Total Price
1	ASSHTO # 4	500	New Enterprise Stone	\$ 15.00	\$ 7,500.00	\$ 20.80	\$ 10,400.00
			Specialty Granules	NO BID	\$ -	NO BID	\$ -
2	ASSHTO # 3	500	New Enterprise Stone	\$ 15.00	\$ 7,500.00	\$ 20.80	\$ 10,400.00
			Specialty Granules	\$ 9.50	\$ 4,750.00	\$ 14.60	\$ 7,300.00
3	# B13	550	New Enterprise Stone	NO BID	\$ -	NO BID	\$ -
			Specialty Granules	NO BID	\$ -	NO BID	\$ -
4	ASSHTO # 57	500	New Enterprise Stone	\$ 15.00	\$ 7,500.00	\$ 20.80	\$ 10,400.00
			Specialty Granules	\$ 12.00	\$ 6,000.00	\$ 17.10	\$ 8,550.00
5	ASSHTO # 67	500	New Enterprise Stone	\$ 17.00	\$ 8,500.00	\$ 22.80	\$ 11,400.00
			Specialty Granules	NO BID	\$ -	NO BID	\$ -
6	ASSHTO # 10	500	New Enterprise Stone	\$ 10.00	\$ 5,400.00	\$ 15.80	\$ 8,025.00
			Specialty Granules	\$ 7.00	\$ 3,500.00	\$ 12.10	\$ 6,050.00
7	Anti-Skid	2,926	New Enterprise Stone	\$ 19.35	\$ 56,618.10	\$ 25.15	\$ 73,588.90
			Specialty Granules	\$ 15.00	\$ 43,890.00	\$ 20.10	\$ 58,812.60
8	2A Sub-Base	6,600	New Enterprise Stone	\$ 10.00	\$ 66,000.00	\$ 15.80	\$ 104,280.00
			Specialty Granules	\$ 5.25	\$ 34,650.00	\$ 10.35	\$ 68,310.00
	2RC Sub-Base	6,600	New Enterprise Stone	\$ 10.00	\$ 66,000.00	\$ 15.80	\$ 104,280.00
			Specialty Granules	\$ 5.25	\$ 34,650.00	\$ 10.35	\$ 68,310.00
9	Crushed Aggregate	1,100	New Enterprise Stone	\$ 10.00	\$ 11,000.00	\$ 15.80	\$ 17,380.00
			Specialty Granules	\$ 5.25	\$ 5,775.00	\$ 10.35	\$ 11,385.00
10	Gabion Stone	500	New Enterprise Stone	\$ 17.00	\$ 8,500.00	\$ 23.80	\$ 11,900.00
			Specialty Granules	\$ 11.25	\$ 5,625.00	\$ 16.35	\$ 8,175.00
11	Rip-Rap	500	New Enterprise Stone	\$ 19.00	\$ 9,500.00	\$ 31.30	\$ 15,650.00
			Specialty Granules	\$ 13.25	\$ 6,625.00	\$ 20.35	\$ 10,175.00
12	Cold Patch	25	New Enterprise Stone	\$ 143.00	\$ 3,575.00	\$ 148.80	\$ 3,720.00
			Specialty Granules	NO BID			
13	ASSHTO # 8	3,300	New Enterprise Stone	\$ 18.00	\$ 59,400.00	\$ 24.80	\$ 81,840.00
			Specialty Granules	\$ 16.50	\$ 54,450.00	\$ 21.60	\$ 71,280.00
14	OGS Crushed Agg.	550	New Enterprise Stone	NO BID	\$ -	NO BID	\$ -
			Specialty Granules	NO BID	\$ -	NO BID	\$ -
15	ASTM-33 Sand	110	New Enterprise Stone	\$ 25.75	\$ 2,832.50	\$ 34.10	\$ 3,751.00
			Specialty Granules	NO BID	\$ -	NO BID	\$ -
16	Ballfield Sand Mix	220	New Enterprise Stone	\$ 31.00	\$ 6,820.00	\$ 39.35	\$ 8,657.00
			Specialty Granules	NO BID	\$ -	NO BID	\$ -
17	Bank Sand	165	New Enterprise Stone	\$ 24.50	\$ 4,042.50	\$ 32.85	\$ 5,420.25
			Specialty Granules	NO BID	\$ -	NO BID	\$ -
Bid Bond Attached							

## **REQUEST FOR BIDS**

Sealed bids will be solicited by the Borough of Carroll Valley, Adams County, Pennsylvania; for the item below.

1. The requirements of gasoline and diesel fuel.

The quantities for these items are reflected on the actual bid forms. Quantities specified are in the bid process for the sole purpose of obtaining a unit price. The public body shall not be penalized if actual use is more or less than quantities reflected on the bid sheets.

Copies of the uniform bidding blank with specifications and related information can be obtained from the Carroll Valley Borough Office email; [gayle@carrollvalley.org](mailto:gayle@carrollvalley.org) or phone; 717-642-8269.

Bids will be publicly opened and recorded by the staff or representatives of the public body on Wednesday, May 4, 2022 at 11:00 A.M. by the Carroll Valley Borough Staff.

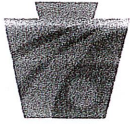
Bid awards will be made at an official public meeting of the Borough of Carroll Valley, 5685 Fairfield Road, Carroll Valley on Tuesday, May 10, 2022. All bids shall be enclosed in sealed envelopes marked as required by the specifications and shall be submitted to the Secretary of The Borough of Carroll Valley no later than 11:00 A.M. on Wednesday, May 4, 2022.

The public body reserves the right to reject any or all bids.

**THE BOROUGH OF CARROLL VALLEY**

Gayle R. Marthers

Borough Secretary



**NOTICE OF PAYMENT LIQUID FUELS MARCH 2022**

01413 CARROLL VALLEY  
5685 FAIRFIELD ROAD  
CARROLL VALLEY, PENNSYLVANIA 17320

Dear Municipal Officials:

I am pleased to inform you that your Liquid Fuels Tax Fund payment in the amount of \$ 232,747.06 will be paid on March 21, 2022. This amount includes your share of the Act 655 – Liquid Fuels and Act 44 Allocations, minus bridge inspection costs, if applicable.

Act 44 is being included in your Liquid Fuels Payment, and it accounts for approximately seven percent (7%) of the funds you are receiving. If you are enrolled for Electronic Funds Transfer of your Liquid Fuels allocation, you should contact your bank to verify that the funds have been received.

If for some reason your deposit has not been made, or if you are not enrolled in Electronic Funds Transfer and do not receive your check within 14 days of the scheduled pay date, please contact the Comptroller's Office at 1.877.435.7363 immediately so we may begin corrective action.

Under provisions of law, these payments are based on the total miles of locally owned roads and streets in your municipality plus the most recent United States Federal Census figures on record in the Center for Program Development and Management.

Any comments may be directed to the Center for Program Development and Management, Financial and Contract Services Division, at 717.787.2185.

Sincerely,

Yassmin Gramian, P.E.  
Secretary of Transportation



# UNFINISHED BUSINESS

---



Funding Solutions

Update to Council

April 6, 2022

# Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

---

## PA SMALL WATER AND SEWER PROGRAM UPDATE

*Carroll Valley Wastewater Treatment Facility Upgrades Project*

Awarded \$425,000

GMS has submitted the second reimbursement request (\$189,805). This request will maximize the \$425,000 grant award. However, invoices and proofs of payment must be submitted through the completion of the project. The grant is set to expire on June 30, 2022, and it is anticipated the Project will be done before that timeframe. However, GMS has submitted an extension request on behalf of the Authority to account for any unforeseen delays that may occur and delay the project.

**Next Steps: The Authority should provide additional Applications for Payment and cancelled checks when available.**

## ADAMS COUNTY PARKS, RECREATION, AND GREEN SPACE GRANT PROGRAM UPDATE

*Carroll Valley Path System – Phase I*

Awarded \$25,000

The revised drawing and scope, along with an extension request, has been submitted to the County for review and consideration.

**Next Steps: If the County approves the re-scope request, and once work commences, the Borough should forward project invoices and cancelled check payments to GMS for reimbursement submissions.**

## H2O PA – WATER SUPPLY, SANITARY SEWER, AND STORM WATER PROJECTS (H2O)

*Wastewater Treatment Plant Upgrades*

Awarded: \$700,000

The H2O grant expires on June 30, 2023. Once the Project has been bid, GMS will need copies of the public advertisement, bid responses, and bid tabulation. GMS is working on the reimbursement request and providing the Solicitor and Borough with a cooperation agreement that outlines the relationship between the Borough and the Authority so both entities can submit reimbursements for costs. Once the cooperation agreement is signed, DCED will process the reimbursement request.

*April 6, 2022*

---

**Next Steps:** The Borough should have its Solicitor review the cooperation agreement, and, if all parties are in agreement, execute the cooperation agreement. Additionally, the Borough should continue to forward all engineering invoices and evidence of payments to GMS. Once the Project is bid, the Authority should move forward with project construction.

*Due to the increase in costs for the Wastewater Treatment Plant project, GMS is looking into additional funding sources that may be a fit for this Project.*

### **COVID-19 ARPA STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF)**

Request: \$206,303.02 (first tranche); \$206,303.02 (second tranche)

In January 2022, the US Department of Treasury published the final rule. The most significant differences between the interim rule and the final rule are the provisions regarding revenue replacement. Under the final rule, municipalities can either calculate their revenue loss OR presume up to \$10 Million in revenue loss. For the Borough, this would mean that all of the ARPA funds received can be allocated to revenue loss and the broad scope of expenditures allowed under this category. The Borough received notice that the first Project and Expenditure Report (Report) is now due April 30, 2022. GMS will assist the Borough with completing and filing the Report(s). GMS provided the Solicitor and the Borough with a draft resolution for review that outlines where the Borough wishes to allocate its APRA funds.

**Next steps:** Once reviewed by the Solicitor and Borough, the Borough should act on the Resolution. The Borough was set up in the US Treasury portal for reporting. GMS will coordinate with the Borough to compile and submit the necessary Report(s), which is due April 30, 2022. The report became available on the Treasury portal on 4/1/2022.

### **BROADBAND INITIATIVE**

Estimated project cost: \$171,503

**Next Steps:** GMS continues to review potential funding sources that may cover this initiative.

### **FEDERAL INFRASTRUCTURE BILL**

GMS will continue to research and review the Federal Infrastructure Investment and Jobs Act (IIJA) bill for additional funding that may be available to support the remaining phase of the Wastewater Treatment Plant Upgrades project. In addition, if there are other infrastructure initiatives that the Borough has on its "wish list," these details should be forwarded to GMS. GMS has received the updated cost estimate for the Wastewater Treatment Plant Upgrades project and is creating an updated executive summary to be used in vetting additional funding sources, including scheduling meetings with PENNVEST. It has been highly recommended that applicants begin coordination with PENNVEST on any potential project, as a significant portion of the IIJA funds will be routed through this agency. Dates and times for an initial meeting with PENNVEST have been provided to the Borough.

**Next Steps:** The Borough should provide a cost estimate for any other infrastructure projects that the Borough may have on its capital improvements plan. The Borough should review the dates/times provided for the PENNVEST meeting and respond with possible availability so GMS can finalize the meeting date.





# NEW BUSINESS

---

# PUBLIC COMMENT

---

**FOR YOUR INFORMATION**

---

# easter egg hunt

carroll valley park

Start Time 11 AM

4 AGE GROUPS:

- 2 years and under
- 3-4 year olds
- 5-7 year olds
- 8-10 year olds



Portraits with the Easter Bunny provided free of charge by our friends at

\*\*We will also be hosting a Sensory Friendly Easter Bunny this year by reservation. To reserve your spot, call 717-642-8269.\*\*

a carroll valley community event!

carroll valley

# TROUT DERBY

2022

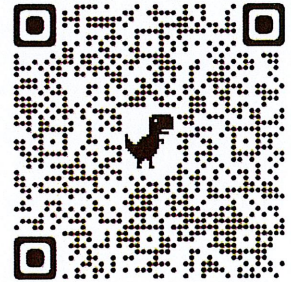


**Saturday, April 23, 2022**

The Borough of Carroll Valley is holding its annual trout fishing derby on Saturday, April 23, 2022 at the Carroll Commons Park from 9:00 am until 12:00 pm. All children 15 and under are invited to come out to the park with their fishing poles, tackle boxes, and bait and take part in the Carroll Valley fishing derby.

Each participant is permitted to keep five fish.

**PRE-REGISTRATION IS STRONGLY RECOMMENDED** but not required. To register, go to <https://www.eventbrite.com/e/2022-carroll-valley-fishing-derby-tickets-276323148977?aff=erelexpmlt>, or scan this code.



## Schedule

8:00 - 9:00 am	Registration/Check-In
9:00 am	Fishing begins
12:00 pm	Fishing ends

## Age Groups

4 & Under  
5 to 7  
8 to 10  
11 to 15

For more information call the  
Carroll Valley Borough Office @ 717-642-8269



a carroll valley community event!

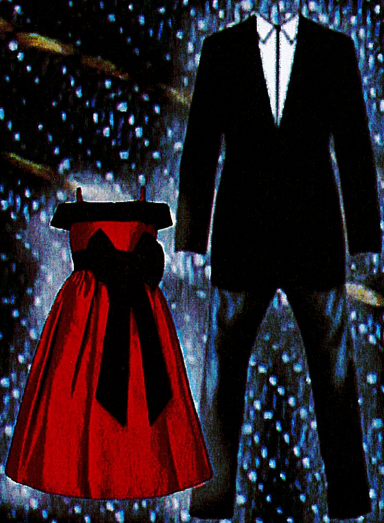
Carroll Valley Parks and Rec Presents

# DENIM & Diamonds

daddy daughter dance

**Saturday, May 14, 2022 6.00-9.00 PM**

**Register via Facebook or at  
CVDaddyDaughter.eventbrite.com  
or call 717-642-8269**



**\$40 per couple  
\$10 per additional child**

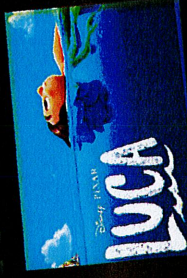
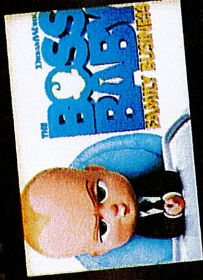
fairfield fire department event hall 106 steelman street fairfield, pa 17320

# The Borough of Carroll Valley Presents

# SUMMER MOVIES IN THE PARK

Join us at Carroll Commons, 5685 Fairfield Road, for this season's Movies in the Park! Bring your own blankets and chairs. Food Trucks will be invited. All movies start at 7.30 PM. More details available on our Facebook site.

May 20, 2022:	Encanto
June 17, 2022:	Spiderman - No Way Home
July 15, 2022:	Boss Baby - Family Business
Aug 19, 2022:	Sing 2
Sep 23, 2022:	Luca
October 2022:	Hotel Transylvania 4



for more information, please call 717.642.8269

## **Municipal Services Report**

**March**

**2022**

### **Road Work: 258 Man-Hours**

- Road work performed in February included:
  - Driveway pipe inspections for new construction
  - Removed fallen tree and debris from roadways and ditch lines – Fawn trail
  - Roads were pretreated on 3-11-22 in anticipation of an overnight snow event
  - Roads plowed and treated with anti-skid/salt on 3-12-22 and 3-13-22
  - Excavated the side ditch at the Lakeside and Lakeview Trail intersection and large aggregate was placed to prevent water on running on the road surface
  - Road base repair on Fruitwood trail, road was damaged and was saw cut, removed damaged area and placed base material. Area will be tar and chipped in the future
  - Excavated the side ditch on Toms Creek trail near View trail, placed large aggregate and graded
  - repaired several road signs and mailboxes from snow damage
  - Moved all antiskid and salt remaining at the Ranch trail location to the main storage area at the Hilltop trail location

### **Equipment Maintenance and Repair:**

- Municipal Services/Parks/Zoning/STP Departments: 415 Man-Hours
  - Periodic Maintenance (PM) service on unit MS2- 2000 F350
  - PM service of CE1- Code car
  - Snow removal equipment was removed from 3 trucks
  - Dump trucks were washed after plow event
  - PM service of Scag and simplicity mowers
  - PM service of the John Deere boom mower and John Deere 301 batwing mower
  - PM service of MS5- Freightliner sweeper truck
  - PM service of the Bobcat loader
  
- Police Department: 9 Man-Hours
  - Replaced on board battery charger on PL24
  - Diagnosed drivetrain issue on PL24 and planned to have towed for repair

Vehicle and Equipment mileage log and Fuel usage summary for February 2022 attached.

### **Parks and Property Maintenance: 315 Man-Hours**

- Carroll Commons Park
  - Clean and sanitize playground equipment
  - Weekly trash removal- trash receptacle was reinstalled at the Cortner pavilion
  - Gathered the sticks and debris out of lawn area to prepare for mowing season
  - Excavated and installed the underground electric service conduit to the Cortner pavilion



- More of the old concrete and foundation material from the renovations to the Cortner pavilion were hauled away from the construction area
- Aggregate was hauled in and spread in the parking area
- Ranch Trail Park
  - Routine maintenance included trash removal
  - Clean and sanitize playground equipment
- Lake Kay Mini Park
  - Routine Maintenance consisted of trash collection
- Municipal Services Facilities
  - Routine cleaning of facility

**Miscellaneous, Admin and Training: 62 Man-Hours**

- Staff Meetings
- Met with contractors regarding pavilion renovations
- Met with a representative to inspect and quote repairs needed on the spillway of Lake Carroll
- Meeting with Kamstra (457 Retirement Plan) with all employees
- Meeting with Structural engineering services to evaluate the Ranch Trail bridge for the upcoming repairs and maintenance needed
- Contacted several contractors to clean, Prepare, and paint the MS barn roofs.

**Sewer Treatment Plant: 22 Man-Hours**

- MS employee performed daily requirements at the Wastewater treatment plant for several days while the normal operator was on vacation
- MS employee worked with the STP operator to evaluate the holding tank customers properties for alternative solutions and possible on-site systems

**Paid Time Off: 276 Man-Hours**

**Holiday: 0 Man-Hours**

Respectfully Submitted,  
*Brad A. Sanders*  
 Brad A. Sanders  
 MS Supervisor

<b>Hours/Mileage March 2022</b>						
<b>Vehicle ID/ Equipment ID</b>	<b>Description</b>	<b>Beginning Miles/ Hours</b>	<b>Ending Miles/Hours</b>	<b>Total Miles/Hours</b>		
MS1	2021 Mack Granite	1207	1278	71		
MS2	2000 Ford F-350	153872	154197	325		
MS3	2010 Ford F550 D/T	46772	46937	165		
MS4	2001 Chevy B/T	81516	81580	64		
MS5	2007 Freightliner Sweeper Truck	15314	15390	76		
MS6	2012 INT 7400 D/T	12688	12731	43		
MS7	1999 Int 5000 D/T	118759	118865	106		
MS8	2015 Mack Granite	12678	12730	52		
MS10	2012 Ford F550 D/T	73954	74180	226		
MS 11	2016 Ford F550 D/t	33174	33462	288		
<b>Total Mileage for March</b>					<b>1416</b>	
<b>EQMS</b>						
EQMS2	2006 Bobcat Skid loader	777	784.6	7.6		
EQMS3	2021 Volvo loader	5	11	6		
EQMS4	580 John Deere 570B Grader	735	741	6		
EQMS5	6310 John Deere Boom Mower	1188.7	1188.7	0		
EQMS6	Bandit Brush Chipper	315.7	315.7	0		
EQMS10	2019 JCB Backhoe	932	970.8	38.8		
<b>EQPK</b>						
EQPK1	2015 Scag Mower	1030	1031	1		
EQPK3	301A John Deere tractor	Hour meter inoperable				
EQPK 6	2018 Simplicity mower	297	297	0		
<b>Total Equipment hours</b>					<b>59.4</b>	

# Carroll Valley

## Activity Summary Report By Account For Product

Date Range From: 3/1/2022 12:00:00 AM To: 3/31/2022 11:59:59 PM

		Number of Transactions		Qty	Amount
<b>Account: 001</b>	Highway dept				
Product 02	Diesel	17	Avg Price: \$1.000	451.200	\$451.20
<b>Account Totals:</b>		<u>17</u>	<u>Avg Price: \$1.000</u>	<u>451.200</u>	<u>\$451.20</u>
<b>Account: 002</b>	Police Dept				
Product 01	Unleaded	9	Avg Price: \$1.000	97.400	\$97.40
<b>Account Totals:</b>		<u>9</u>	<u>Avg Price: \$1.000</u>	<u>97.400</u>	<u>\$97.40</u>
<b>Account: 003</b>	Codes				
Product 01	Unleaded	1	Avg Price: \$1.000	11.500	\$11.50
<b>Account Totals:</b>		<u>1</u>	<u>Avg Price: \$1.000</u>	<u>11.500</u>	<u>\$11.50</u>
<b>Account: 005</b>	Sewer				
Product 01	Unleaded	1	Avg Price: \$1.000	21.900	\$21.90
<b>Account Totals:</b>		<u>1</u>	<u>Avg Price: \$1.000</u>	<u>21.900</u>	<u>\$21.90</u>
<b>Account: 006</b>	Parks				
Product 01	Unleaded	1	Avg Price: \$1.000	6.700	\$6.70
<b>Account Totals:</b>		<u>1</u>	<u>Avg Price: \$1.000</u>	<u>6.700</u>	<u>\$6.70</u>