



**BOROUGH COUNCIL AGENDA**  
**TUESDAY, DECEMBER 14, 2021 – 7:00 P.M.**

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

**REGULAR MEETING**

1. **Approval of Minutes: November 9, 2021 Regular Meeting**
2. **Open to the public**
  - a. Brody Holz – Gaga Pit Update
  - 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**
4. **Mayor's Report – R. Harris**
  - a. Police Report
  - b. Around Town
  - c. Upcoming Events & Meetings of Interest
  - d. In Requiem
5. **Fire/EMS/EMA Report**
6. **Committee Reports**
7. **Administrative Business – Borough Manager**
  - a. Treasurer's Report – November 2021
  - b. Resident Request – Tax Exemption
  - c. Resident Request – Deborah Trail
  - d. 2022 Proposed Budget – For Adoption
  - e. Resolution #6-2021 – 2022 Tax Resolution – For Adoption
  - f. Resolution #7-2021 – 2022 Fire Tax Resolution – For Adoption
  - g. Re-organization Meeting – for Advertisement
  - h. 2022 Meeting Schedule – for Advertisement
  - i. Sale of 2006 Dump Truck – Update
  - j. Re-Appointment of Deputy Tax Collector
8. **Unfinished Business**
  - a. Grant Funding Updates
  - b. Property Maintenance Update
  - c. High-Speed Broadband Update
  - d. Cortner Pavilion Project Update
  - e. Waste Collection Contract Update
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

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# PUBLIC COMMENT

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## Gayle R. Marthers

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**From:** Brody Holz <brickmasterbh@gmail.com>  
**Sent:** Saturday, November 20, 2021 8:22 AM  
**To:** David A. Hazlett; Gayle R. Marthers  
**Subject:** GaGa Pit Report

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

As you may have noticed the GaGa pit is complete as of 11/14. Overall we worked very smoothly and encountered few problems. I am very grateful for your help through all of this, and I apologize for everything not necessarily going to plan. With that being said, I would like to get a spot on the agenda for the next borough meeting so that I can present the work that was done and reimburse you the remainder of the GoFundMe earnings. If that's possible, when is the next meeting?

Once again thank you so much,  
Brody Holz

## Gayle R. Marthers

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**From:** Brody Holz <brickmasterbh@gmail.com>  
**Sent:** Sunday, November 7, 2021 1:54 PM  
**To:** Brad A. Sanders; Gayle R. Marthers; David A. Hazlett  
**Subject:** First Work Day Report

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello everyone,

Today was our first work day on the GaGa pit. A lot was accomplished, and overall it was a very productive day. We worked from about 8:30 to 1:00, and had the pit mostly constructed (missing the entrance) and had most of the landscape cloth rolled out (we ran out). I'm gonna need to make another trip to Lowe's due to some unforeseen technical difficulties, but other than that it is coming along very smoothly. The next work day, this Saturday, we will fill in the mulch and add the finishing touches. Once again, thank you all for this amazing opportunity to serve my community and earn my Eagle Scout.

P.S. Whoever moved the wood over to the pavilion for us - Thank You! That was extremely helpful.

Sincerely,  
Brody Holz

# ORDINANCES and RESOLUTIONS

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# MAYOR'S REPORT

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# November 2021 Police Report



by  
Chief Richard L Hileman II  
Carroll Valley Borough Police

## Special News / Achievements:

- The Carroll Valley Civil Service Commission has one candidate who has passed the written exam and is moving to the Oral Board examination hopefully yet this year.
- You may not be aware, but Corporal Weikert was certified as a Field Training Officer by Penn State University's Safety and



Justice Institute in 2020. This training has resulted in a more structured and organized approach to onboarding new officers and acclimating them to police in Carroll Valley. We appreciated CPL Weikert's dedication to this important task.

## Upcoming events:

- During December, police will be participating in the Pennsylvania



Highway Safety Program's impaired operator enforcement. Everyone loves to get together for the holiday season. Just remember to have a designated driver. Roving patrols will be out looking for intoxicated drivers through the season. Don't be the grinch that ruined the holiday!





## 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:  
12/08/2021

Beginning Date: 11/01/2021

Ending Date: 11/30/2021

Page 1 of 1

Agency: All

Municipality: Carroll Valley Borough

**Total Offenses** 4      **Clearance Rate** 25%  
 % change from last year 300%      Last years rate 0

**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	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>0</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	1
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	1
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>2</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			1
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny	1		
Motor Vehicle Theft			
Arson			
Simple Assault	1		
Intimidation			
Bribery			
Counterfeiting/Forgery			
Vandalism	1	1	
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud	1		
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>1</b>

### Crime Against Person

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

### Crime Against Property

3 - This year  
 - Last year  
 0 - Percent Change

### Crime Against Society

- This year  
 - Last year  
 0 - Percent Change

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

## Calls for Service:

<b>Carroll Valley Calls for Service Month</b>	<b>Total</b>
ALARM	1
ANIMAL COMPLAINT	4
ASSAULT	2
ASSIST - FIRE/EMS	3
ASSIST - OTHER POLICE	1
DISTURBANCE/NOISE	3
DOMESTIC DISTURBANCE	1
FRAUD	2
MENTAL HEALTH / WELFARE	1
MISC CALL FOR SERVICE	12
MISSING/LOST PERSON	1
SUSPICIOUS ACTIVITY	5
THREATS / HARRASSMENT / STALKING	1
TRAFFIC COMPLAINT	4
TRESPASS	2
VEHICLE CRASH	3
VEHICLE STOP	15
Z COURT / JUSTICE	2
Z FOLLOW-UP	7
<b>Grand Total</b>	<b>70</b>

<b>Carroll Valley Calls for Service YTD</b>	<b>Total</b>
ALARM	35
ANIMAL COMPLAINT	42
ASSAULT	7
ASSIST - FIRE/EMS	121
ASSIST - OTHER POLICE	36
BURGLARY	3
CHILD WELFARE	10
CRIMINAL MISCHIEF	9
DISTURBANCE/NOISE	38
DOMESTIC DISTURBANCE	33
DRIVING UNDER THE INFLUENCE	18
DRUG ACTIVITY	4
FRAUD	23
MENTAL HEALTH / WELFARE	53
MISC CALL FOR SERVICE	158
MISSING/LOST PERSON	9
ROBBERY	1
SUSPICIOUS ACTIVITY	70
THEFT	16
THREATS / HARRASSMENT / STALKING	24
TRAFFIC COMPLAINT	122
TRESPASS	9
VEHICLE CRASH	28
VEHICLE STOP	437
Z COURT / JUSTICE	29
Z FOLLOW-UP	164
<b>Grand Total</b>	<b>1499</b>

## Traffic Enforcement:

- Officers conducted 15 vehicle stops this month and were called to 3 vehicle crashes. Together these resulted in 40 citations, faulty equipment notices, and warnings.



Citations, Faulty Equipment and Warning Cards	Count
1301 (Title 75) - Registration and certificate of title required	2
1312 (Title 75) - Notice of change of name or address	1
1501 (Title 75) - Drivers required to be licensed	2
1786 (Title 75) - Required financial responsibility	2
3362 (Title 75) - Maximum speed limits	26
3714 (Title 75) - Careless driving	1
4581 (Title 75) - Restraint systems	2
4703 (Title 75) - Operation of vehicle without official certificate of inspection	2
7711.1 (Title 75) - Registration of snowmobile or ATV	1
7730 (Title 75) - Liability insurance	1
<b>Grand Total</b>	<b>40</b>

### Miscellaneous:

Calls for Service	November 2020	November 2021	YTD 2020	YTD 2021
Calls from Public		54		1063
Officer initiated		16		436
Total CV Calls	106	70	1002	1499

Vehicle Mileage			
	Starting	Ending	Total
2017 Dodge Charger Unmarked	17,605	17,875	270
2017 Dodge Charger Marked	64,995	65,045	50
2014 Dodge Charger Unmarked	80,331	81,500	1,169
2014 Dodge Charger Marked	85,403	85,687	284
2010 Ford Exp Marked	82,951	82,951	0
		<b>Total</b>	<b>1,773</b>



# November 2021 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
ASSIST - FIRE/EMS	1
DISTURBANCE/NOISE	1
MISC CALL FOR SERVICE	1
SEX OFFENSE	1
THEFT	2
TRAFFIC COMPLAINT	1
VEHICLE STOP	6
Z COURT / JUSTICE	1
Z FOLLOW-UP	2
<b>Grand Total</b>	<b>16</b>

Fairfield Calls for Service YTD	Total
ANIMAL COMPLAINT	4
ASSIST - FIRE/EMS	39
ASSIST - OTHER POLICE	1
CHILD WELFARE	2
CRIMINAL MISCHIEF	4
DISTURBANCE/NOISE	5
DOMESTIC DISTURBANCE	17
DRIVING UNDER THE INFLUENCE	1
DRUG ACTIVITY	1
FRAUD	4
MENTAL HEALTH / WELFARE	12
MISC CALL FOR SERVICE	30
SEX OFFENSE	1
SUSPICIOUS ACTIVITY	10
THEFT	11
THREATS / HARRASSMENT / STALKING	18
TRAFFIC COMPLAINT	18
TRESPASS	2
VEHICLE CRASH	4
VEHICLE STOP	192
Z COURT / JUSTICE	2
Z FOLLOW-UP	22
<b>Grand Total</b>	<b>400</b>

## Citations:

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

Citations, Faulty Equipment and Warning Cards	Count
1311 (Title 75) - Registration card to be signed and exhibited on demand	1
1371 (Title 75) - Operation following suspension of registration	1
1543 (Title 75) - Driving while operating privilege is suspended or revoked	1
1786 (Title 75) - Required financial responsibility	1
3362 (Title 75) - Maximum speed limits	1
<b>Grand Total</b>	<b>5</b>



# Offense and Arrest Summary Report

Printed On:  
12/08/2021

Beginning Date: 11/01/2021

Ending Date: 11/30/2021

Page 1 of 1

Agency: All

Municipality: Fairfield Borough

**Total Offenses** 2      **Clearance Rate** 50%  
 % change from last year -50%      Last years rate 50%

**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	1
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>1</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
Drunkness	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>1</b>

### Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny	2	1	
Motor Vehicle Theft			1
Arson			
Simple Assault			1
Intimidation			
Bribery			
Counterfeiting/Forgery			
Vandalism			
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud			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>2</b>	<b>1</b>	<b>4</b>

#### Crime Against Person

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

#### Crime Against Property

2 - This year  
 3 - Last year  
 -33.33% - Percent Change

#### Crime Against Society

- This year  
 - Last year  
 0 - Percent Change

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

# FIRE/EMS/EMA REPORT

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## FAIRFIELD FIRE & EMS

### Fire Report – November, 2021

<b>Calls for the Month –</b>	<b>17</b>
<b>Year to Date Total -</b>	<b>206</b>

#### Nature of Call(s)

Fire Police -	2
Fire – Structure	4
Automatic Fire Alarm	3
Motor Vehicle Accident	2
Medical Assist	5
Fuel Spill	1

#### Location of Call(s)

Carroll Valley Borough	5
Fairfield Borough	2
Franklin Township	1
Hamiltonban Township	4
Liberty Township	2
Cumberland Township	1
Emmitsburg, Frederick Co. MD	2





**FAIRFIELD FIRE & EMS**  
**106 Steelman St, PO Box 587**  
**Fairfield PA 17320**  
**717.642.8105**

November 2021

#### Fairfield Fire & EMS FUNDRAISING PLEA

As you are undoubtedly aware, Fairfield Fire & EMS, Company 2 of Adams County, Pennsylvania, is a totally VOLUNTEER ORGANIZATION, on call 24 hours a day, 365 days a year. **2021 is our 100th year of service to the community!** Our volunteers stand ready to assist the residents of the Boroughs of Fairfield and Carroll Valley, as well as portions of the Townships of Hamiltonban, Highland and Liberty.

In 2020, the volunteers of Fairfield Fire & EMS responded to a total of 210 calls, with an additional 178 in 2021 through August alone. These responses were to offer aid in battling house fires, wildland fires, auto accidents, traffic control by our fire police, assistance with patient falls and other medical emergencies, etc. In this endeavor, we are committed to serve our families, friends, and neighbors.

To assist us in responding to your needs, most municipalities we serve have enacted a fire tax which, while appreciated, covers only a fraction of our operating budget. The remaining monies must be raised through our inhouse fundraising efforts and your generous donations.

While 2021 allowed for more fundraising activities than 2020, it did not come close to our pre-pandemic levels. For activity information, please visit [www.fairfieldfire-ems.com](http://www.fairfieldfire-ems.com) or visit our Facebook page.

Our commitment to serve remains strong, but we need your help. CAN WE COUNT ON YOU? On behalf of the Company, we thank you in advance for your generosity and support.

**As always, volunteers are welcome and appreciated!**

Most Sincerely,

President James "Doc" Hammett

Fire Chief William "Bill" Jacobs



JMH/WMJ:DLR

# **FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT**

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



## **MONTHLY FIRE REPORT FOR NOVEMBER 2021**

Breakdown of calls by type:

Medical Assist.....	2
Wildland Fire.....	1
Inside gas leak.....	1
Transfers.....	2
<u>Good Intent.....</u>	<u>4</u>
<b>TOTAL</b>	<b>10</b>

Notes:

Held our 75<sup>th</sup> Anniversary Open House on November. It was well attended by residents, government officials and special guests.

David M. Martin

Fire Chief

cc: Carroll Valley Borough  
Hamiltonban Township  
Liberty Township

FOUNTAIN DALE VOLUNTEER FIRE DEPT  
2021 BY MONTH  
CALLS PER MUNICIPALITY

TOWNSHIP	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
HAMILTONBAN TOWNSHIP	2	0	4	6	3	5	3	1	0	8	0		
LIBERTY TOWNSHIP	1	1	0	3	2	1	0	1	1	1	1		
MONT ALTO BORO	0	0	0	0	1	2	0	1	0	1	0		
WASHINGTON TOWNSHIP	1	0	2	2	6	4	3	4	2	3	2		
CARROLL VALLEY BOROUGH	5	2	1	0	0	1	1	2	1	1	0		
BOROUGH OF WAYNESBORO	2	0	0	0	0	6	1	0	0	0	0		
FREDERICK COUNTY	2	1	0	1	1	1	2	1	4	0	5		
WASHINGTON COUNTY	3	0	0	0	0	0	1	0	1	0	2		
QUINCY TOWNSHIP	1	0	1	0	0	1	0	0	0	0	0		
CUMBERLAND TOWNSHIP	0	0	0	0	0	0	0	0	0	0	0		
GUILFORD TOWNSHIP	0	0	0	0	0	0	0	0	0	0	0		
FAIRFIELD BOROUGH	0	0	1	0	0	0	0	0	0	0	0		
FREEDOM TOWNSHIP	0	1	0	1	0	0	0	0	0	0	0		
ANTRIM TOWNSHIP	2	0	1	0	0	0	0	0	0	0	0		
FRANKLIN TOWNSHIP	0	0	0	2	0	0	0	0	0	0	0		
MENALLEN TOWNSHIP	0	0	0	0	0	0	0	1	0	0	0		
<b>TOTAL</b>	<b>19</b>	<b>5</b>	<b>10</b>	<b>15</b>	<b>13</b>	<b>21</b>	<b>11</b>	<b>11</b>	<b>9</b>	<b>14</b>	<b>10</b>		<b>138</b>

# Fountain Dale Volunteer Fire Department

x

Fairfield, PA

This report was generated on 11/30/2021 10:42:21 PM

## Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 11/01/2021 | End Date: 11/30/2021

Incident Date	Address	Incident Type
11/03/2021	Leiter Street, Leitersburg, MD 21740	Cover assignment, standby, moveup
11/07/2021	Sabillasville Road, Sabillasville, MD 21780	Gas leak (natural gas or LPG)
11/08/2021	Sunburst Gardens Drive, Waynesboro, PA 17268	Dispatched & cancelled en route
11/09/2021	Stonehurst Court, Emmitsburg, MD 21727	Dispatched & cancelled en route
11/11/2021	West Main Street, Emmitsburg, MD 21727	Cover assignment, standby, moveup
11/25/2021	Eigenbrode Lane, Waynesboro, PA 17268	Dispatched & cancelled en route
11/26/2021	Eyers Valley Flint Road, Thurmont, MD 21788	Forest, woods or wildland fire
11/27/2021	Harbaugh Valley Road, Fairfield, PA 17320	Medical assist, assist EMS crew
11/29/2021	Wild Geese Lane, Smithsburg, MD 21783	Dispatched & cancelled en route
11/30/2021	Harbaugh Valley Road, Sabillasville, MD 21780	Medical assist, assist EMS crew

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

# **FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT**

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



November 2021

Dear Friends and Neighbors,

As the year 2021 comes to an end, we are still dealing with the Covid Virus and its many negative side effects on our lives. It does look promising as a vaccine has been developed and many are taking advantage of this breakthrough.

We are still looking forward to serving you in 2022, and the volunteers of the Fountaindale Volunteer Fire Department are asking for your continued financial support with our annual fund drive.

The volunteers are struggling to maintain this valuable service to our community. The demand for our service continues to increase, with the number of emergency responses increasing, more hours of required training, the cost of operations escalating with increased equipment costs and insurance. Like other volunteer organizations, we find the number of our available people continues to dwindle.

The training, fund raising, maintenance and administration of our volunteer department requires thousands of hours a year from our members. This time requirement is taking its toll on the available volunteers. ***We are in need of volunteers to help keep YOUR fire department operating.*** Volunteers are needed in all facets of the service. We urge you to contact us and find out where you might help fill a need. The fire service requires not only firefighters, but folks to help out with station maintenance duties, administrative skills, fund raising and equipment and apparatus maintenance. We will provide the training for any of these. We offer a junior firefighter program for those age 14 thru 17. Juniors can acquire training that can lead to job opportunities in the future. Only with your support will we be able to respond for your families and neighbors when they call for help. Contact anyone listed below or any of our members to see how you can join this brotherhood and make a difference in your own community.

We are asking you, with this annual fund drive, to help us with a generous donation and take a minute to give thought to giving us a hand to enable us not only to maintain YOUR fire department but also to continually improve the fire service that you deserve. Only with your help we will be able to keep YOUR VOLUNTEER FIRE DEPARTMENT equipped and trained for the future.

We also offer a free smoke detector program and a free home fire safety walk through for our residents. We have address markers available for a small charge. All you have to do is contact us.

If we can ever help you with questions regarding fire safety, please feel free to contact one of the individuals listed. We can always use more volunteers to help us to help you. If you're interested in helping in anyway such as fundraising events, administrative tasks, maintenance or performing emergency service, please contact us.

Thank you for your past support and your continued support of all our fundraising events.

Yours for a Fire Safe Community,  
Members of the Fountaindale Volunteer Fire Dept.

## **CONTACT PERSONS**

Chief Dave Martin- 717-729-1994  
Deputy Chief Sam Ginn- 301-573-1468  
Lieutenant- Sarah Ginn-717-729-1998



# COMMITTEE REPORTS

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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** TREE BOARD  
**DATE:** 12/10/2021  
**CC:** GAYLE MARTHERS

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Everyone,

Gayle had the opportunity to discuss the long-term viability of the Tree Board with the existing members and their feelings were that it made most sense to eliminate the Tree Board at this time.

Therefore, based on their recommendations, I recommend we begin the process of eliminating the Tree Board.

A handwritten signature in blue ink, appearing to be 'Dave', is written in a cursive style.

Dave

# ADMINISTRATIVE BUSINESS

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**BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 30 NOVEMBER 2021**

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (L.F)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$33,944.38	\$0.00	\$0.00	\$175.50	\$74,045.26	\$0.00	\$108,165.14	\$3,128.89
INVESTMENTS	\$2,936,507.66	\$0.00	\$0.00	\$0.00	\$0.00	\$565,183.19	\$3,501,690.85	\$258,507.41
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$37,615.54	\$5,866.48	\$657,572.59	\$0.00	\$865,260.62	\$0.00	\$1,566,315.23	\$0.00
DUE TO OTHER FUNDS	\$1,292,705.50	\$11,027.70	\$30,611.82	(\$3,048.18)	\$183,728.17	\$0.00	\$1,515,025.01	\$52,076.73
LIABILITIES	\$10,046.76	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$152,047.04	\$0.00
NET BALANCE	\$1,705,740.32	(\$5,161.22)	\$626,985.77	(\$138,776.60)	\$755,577.71	\$565,183.19	\$3,509,549.17	\$209,609.57

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$256,316.72	\$25.00	\$41,010.64	\$0.00	\$224,426.30	\$6.05	\$521,784.71	\$731.78
ACTUAL EXPENDITURES (-)	\$321,335.32	\$258.64	\$198,818.59	\$12,802.80	\$13,460.80	\$0.00	\$546,676.15	\$0.00
ENCUMBERED FUNDS (-)	\$13,929.92	\$0.00	\$6,326.26	\$0.00	\$94,483.00	\$0.00	\$114,739.18	\$0.00
NET TRANSACTION BALANCE	(\$78,948.52)	(\$233.64)	(\$164,134.21)	(\$12,802.80)	\$116,482.50	\$6.05	(\$139,630.62)	\$731.78

END OF PERIOD								
CHECKING ACCOUNT	\$33,044.67	\$0.00	\$0.00	(\$12,627.30)	\$74,073.56	\$0.00	\$94,490.93	\$3,128.89
INVESTMENTS	\$2,927,606.51	\$0.00	\$0.00	\$0.00	\$0.00	\$565,189.24	\$3,492,795.75	\$259,239.19
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$189,233.12	(\$5,136.22)	\$661,695.41	\$0.00	\$1,076,020.42	\$0.00	\$1,921,812.73	\$0.00
DUE TO OTHER FUNDS	\$1,496,585.42	\$258.64	\$193,175.86	(\$3,048.18)	\$183,550.77	\$0.00	\$1,870,522.51	\$52,076.73
LIABILITIES	\$13,002.16	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$155,002.44	\$0.00
NET BALANCE	\$1,640,721.72	(\$5,394.86)	\$468,544.55	(\$151,579.40)	\$966,543.21	\$565,189.24	\$3,484,024.46	\$210,341.35

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

10-Dec-21

From: 01-Nov-21 To: 30-Nov-21

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Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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**Bank Account: 3 GENERAL FUND PLGIT CHECKING**

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1095	11/22/2021	14510	BCV F&M Sinking Fund		\$12,802.80	O
			112221 Transfer for payment of 12/1/21 for Loan # 410681-		\$12,802.80	

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**Bank Total: \$12,802.80**

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

10-Dec-21

From: 01-Nov-21 To: 30-Nov-21

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Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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**Bank Account: 17 F&M SF - Bldg**

1062	11/22/2021	14505	F&M TRUST		\$12,802.80	O
			112221 New Building: Payment of 12/1/21		\$12,802.80	

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**Bank Total:****\$12,802.80**

# Check Register with Invoices

Borough of Carroll Valley

10-Dec-21

From: 01-Nov-21 To: 30-Nov-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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**Bank Account: 51 F&M GF - Checking**

34306	11/9/2021	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,672.01	O
			3000-1121 STP: Country Club Trl. Pump Station: Svc 10/1/21-1		\$133.11	
			4700-1121 Boro Office: Svc 10/1/21-11/1/21		\$904.63	
			4704-1121 STP: Sanders Rd. Pump Station: Svc 10/1/21-11/1/21		\$1,634.27	
34307	11/9/2021	1165	██████████		\$146.94	O
			11821 2021 Medical Deductible Reimbursement		\$146.94	
34308	11/9/2021	14211	AT&T MOBILITY		\$182.44	O
			10262021 Wireless Svc: 9/19/21-10/18/21		\$182.44	
34309	11/9/2021	14391	CAPITAL REGION WATER		\$225.00	O
			11521 STP: Sludge testing September 2021		\$225.00	
34310	11/9/2021	726	██████████		\$53.19	O
			11821 2021 Medical Deductible Reimbursement		\$53.19	
34311	11/9/2021	1191	COMCAST CABLE		\$730.41	O
			133749253-2 PL: Svc 11/1/21-11/30/21		\$282.00	
			133749253-1 14 Ranch Trl.: Svc 11/1/21-11/30/21		\$119.51	
			133749253 STP: 119A Sanders Rd.: Svc 11/1/21-11/30/21		\$62.30	
			133749253-4 Boro Office: Svc 11/1/21-11/30/21		\$219.60	
			133749253-3 Zoning: Svc 11/1/21-11/30/21		\$47.00	
34312	11/9/2021	744	COUNTY OF ADAMS		\$1,895.92	O
			11521 2021 Municipal Tax Bills		\$1,895.92	
34313	11/9/2021	356	GETTYSBURG TIMES		\$547.97	O
			41033 Legal Ad: Police Officer		\$172.33	
			40968 Legal Ad: Zoning Public Meeting		\$375.64	
34314	11/9/2021	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			2873 Retainer for the month of October 2021		\$3,000.00	
34315	11/9/2021	14326	GUERNSEY OFFICE PRODUCTS		\$89.49	O
			2145285 Ink Cartridges		\$89.49	
34316	11/9/2021	1156	KAREN HEFLIN, RECORDER		\$174.50	O
			11521 Filing Fee: Strm. Wtr. Agreement: 40 Shirley Trail		\$36.50	
			11521-1 Filing Fee: Strm. Wtr. Agreement: 13 Upper Trail		\$36.50	
			11521-3 Filing Fee: Strm. Wtr. Agreement: 15 Buffalo Trail		\$30.50	

# Check Register with Invoices

Borough of Carroll Valley

10-Dec-21

From: 01-Nov-21 To: 30-Nov-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
				11521-4 Filing Fee: Strm. Wtr. Agreement: 114 Janet Trail	\$34.50	
				11521-2 Filing Fee: Strm. Wtr. Agreement: 47 Cheryl Trail	\$36.50	
34317	11/9/2021	825	KPI TECHNOLOGY		\$1,883.78	O
				8806-1 Cortner Pavilion Remodel	\$406.00	
				8806 SEO Services	\$1,477.78	
34318	11/9/2021	196	LABORATORY, ANALYTICAL & BIOLO		\$240.00	O
				99899 STP: Testing October 2021	\$240.00	
34319	11/9/2021	137	MET-ED		\$73.36	O
				451628-1121 Jacks Mtn & Skylark Trl: Street Lighting	\$73.36	
34320	11/9/2021	975	PA MUNICIPAL HEALTH INSURANCE		\$32,514.30	O
				11521 December 2021: Major Medical, Dental, Vision	\$32,514.30	
34321	11/9/2021	874	PENNSYLVANIA ONE CALL SYSTEM,		\$16.20	O
				926902 October 2021: Activity Fee	\$16.20	
34322	11/9/2021	14584	READYREFRESH BY NESTLE		\$16.00	O
				00781-1121 STP: Water: October 2021	\$8.00	
				40191-1121 MS: Water: October 2021	\$8.00	
34323	11/9/2021	14145	SALZMANN HUGHES, P.C.		\$2,801.50	O
				10081 Municipal Claims	\$15.00	
				10079 Representation as Borough Solicitor	\$2,786.50	
34324	11/9/2021	1005	SECURITY BENEFIT GROUP		\$2,110.99	O
				11921-2 Deferred Comp: Payroll dated 11/9/21	\$2,110.99	
34325	11/9/2021	310	SHEALERS SEPTIC SERVICE		\$5,000.00	O
				11521-1 STP: Sludge haul to Hsbg: October 2021	\$900.00	
				11521 HT: October 2021	\$4,100.00	
34326	11/9/2021	172	SHIPLEY ENERGY		\$460.32	O
				7828097 MS: Propane: September 2021	\$460.32	
34327	11/9/2021	14493	THE YORK WATER COMPANY		\$93.54	O
				11521 Water: Svc 9/21/21-10/25/21	\$93.54	
34328	11/9/2021	17713	TOSHIBA FINANCIAL SERVICES		\$332.33	O
				457217115 November 2021: Copier Lease	\$332.33	

# Check Register with Invoices

Borough of Carroll Valley

10-Dec-21

From: 01-Nov-21 To: 30-Nov-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34329	11/9/2021	14207	WEST PENN POWER		\$2,375.07	O
			218-1121 Street Lights		\$2,096.42	
			481822-1121 Green Trl: Svc 9/30/21-10/28/21		\$10.11	
			479594-1121 Ranch Trl: Svc 9/30/21-10/28/21		\$10.81	
			452872-1121 14 Ranch Trl: Svc 9/30/21-10/28/21		\$193.91	
			452294-1121 14 Ranch Trl: Barn: Svc 9/30/21-10/28/21		\$63.82	
34330	11/9/2021	14622	WILLIAMS SCOTSMAN, INC.		\$532.50	O
			9011974198 STP: November 2021 Office Trailer		\$532.50	
34331	11/22/2021	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,061.26	O
			4500-1121 Trout Run Trl: Svc 10/1/21-11/1/21		\$133.33	
			1500-1121 Street Lights		\$1,681.25	
			4200-1121 Ski Run Trl: Svc 10/1/21-11/1/21		\$84.57	
			1701-1121 Pavilion: Svc 10/1/21-11/1/21		\$69.55	
			8400-1121 Jacks Mtn Rd: Svc 10/1/21-11/1/21		\$45.57	
			4800-1121 MS Bldg: Svc 10/1/21-11/1/21		\$46.99	
34332	11/22/2021	1191	COMCAST CABLE		\$297.15	O
			2989-1121 STP: 119A Sanders Rd: Svc 11/13/21-12/12/21		\$51.19	
			2005-1121 Internet Fees		\$245.96	
34333	11/22/2021	14219	COMMUNITY MEDIA OF SOUTH CENT		\$200.00	O
			1333 CVB Council Meeting: October 2021		\$200.00	
34334	11/22/2021	999	██████████		\$1,257.03	O
			112221 2021 Medical Deductible Reimbursement		\$1,257.03	
34335	11/22/2021	1051	██████████		\$320.05	O
			11221 2021 Medical Deductible Reimbursement		\$320.05	
34336	11/22/2021	356	GETTYSBURG TIMES		\$185.56	O
			41135 Legal Ad: Notice of Audit		\$41.08	
			41133 Legal Ad: Budget Notice		\$70.60	
			41134 Legal Ad: Municibid		\$73.88	
34337	11/22/2021	14678	PA MUNICIPAL CODE ALLIANCE, IN		\$252.00	O
			36579 Demo Permit - Cortner Pavilion Remodel		\$252.00	
34338	11/22/2021	244	PA UC FUND		\$1,464.31	O
			112221 2022 Solvency Fee		\$1,464.31	

# Check Register with Invoices

Borough of Carroll Valley

10-Dec-21

From: 01-Nov-21 To: 30-Nov-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34339	11/22/2021	254	PENNSYLVANIA PERCS INC.		\$760.47	O
			36064 Jacks Mtn Bridge Light Maintenance		\$760.47	
34340	11/22/2021	1005	SECURITY BENEFIT GROUP		\$2,054.17	O
			112221 Deferred Comp: Payroll dated 11/23/21		\$2,054.17	
34341	11/22/2021	1239	SPRINT		\$137.96	O
			3790-150 PL: Connection Card Data Plan: Svc 10/1/12-10/31/2		\$137.96	
34342	11/22/2021	645	USA BLUE BOOK		\$638.50	O
			771572 Chem Tech Chlorine Feed Pump		\$638.50	
34343	11/22/2021	14548	Stacy L. Krietz		\$530.80	O
			112221 November 2021: Office Cleaning		\$530.80	
<b>Bank Total:</b>					<b>\$68,327.02</b>	

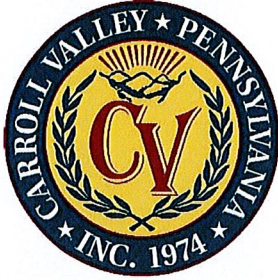
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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:**  
**DATE:** 12/9/2021  
**CC:** GAYLE MARTHERS

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Everyone,

Please see the attached email chain. Staff received a request for information regarding consideration of a program to abate all or a portion of the property taxes due on real property owned and occupied as the principal residence of the surviving spouse of a firefighter who dies while in performance of their duties.

The Borough currently has no program such as this, and this resident is asking council to consider one. Our solicitor has offer legal advice on the matter.

In 2021, such an abatement for the individual requesting it would be \$795.76 for the municipal tax and \$81.20 for the fire tax.

Dave



**David A. Hazlett**

---

**From:** Eric Brunner <ebrunner@salzmannhughes.com>  
**Sent:** Thursday, December 9, 2021 1:33 PM  
**To:** David A. Hazlett; Gayle R. Marthers  
**Cc:** Zachary Rice; Emily Myers  
**Subject:** RE: Tax Abatement Question

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mr. Hazlett,

I apologize for the late response. After reviewing the Pennsylvania Constitution, Borough Code, Tax Enabling Act, and other applicable laws and regulations, it does not appear a Borough is legally authorized to enact such an ordinance or resolution providing a property tax abatement program for spouses of former firefighters who pass while in the performance of their duties.

Pursuant to Article IX Section 1 of the Pennsylvania Constitution, the Pennsylvania General Assembly provides for the law for local governments within the Commonwealth. It is through this power the General Assembly has enacted the Borough Code, Tax Enabling Act, and other laws governing the powers and responsibilities of local governments.

Although the General Assembly has enacted legislation such as the **Local Economic Revitalization Tax Assistance Act, New Home Construction Local Tax Abatement Act, the Residential Visitability Design Tax Credit Act, Senior Citizens Property Tax Assistance Act, and the Improvement of Deteriorating Real Property or Areas Tax Exemption Act (See 72 P.S. ST Chapter 4)** authorizing local taxing authorities to pass ordinances exempting certain properties and/or their assessed values from local real estate taxes, NONE of these Acts otherwise permits a Borough to enact a property tax abatement law in accordance to your requested circumstances. Here, although there is no explicit law preventing the Borough from enacting a local program for tax abatement in these circumstances, the absence of an applicable law authorizing the Borough to enact such a local program has the effect of preventing a Borough from doing so.

I hope this adequately answers your question. Feel free to contact me if you have any other questions.

Sincerely,

Eric

---

**From:** David A. Hazlett <manager@carrollvalley.org>  
**Sent:** Wednesday, December 8, 2021 12:04 PM  
**To:** Eric Brunner <ebrunner@salzmannhughes.com>; Gayle R. Marthers <gayle@carrollvalley.org>  
**Cc:** Zachary Rice <zrice@salzmannhughes.com>; Emily Myers <EMyers@salzmannhughes.com>  
**Subject:** RE: Tax Abatement Question

**External Email Warning!**

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and **KNOW** the content is safe.

Any thoughts on this question?



**BOROUGH OF CARROLL VALLEY**  
**5685 Fairfield Road**  
**Fairfield, PA 17320**  
**717.642.8269 ext.105**

---

**From:** David A. Hazlett  
**Sent:** Wednesday, December 1, 2021 1:30 PM  
**To:** Eric Brunner <[ebrunner@salzmannhughes.com](mailto:ebrunner@salzmannhughes.com)>; Gayle R. Marthers <[gayle@carrollvalley.org](mailto:gayle@carrollvalley.org)>  
**Cc:** Zachary Rice <[zrice@salzmannhughes.com](mailto:zrice@salzmannhughes.com)>  
**Subject:** RE: Tax Abatement Question

Is there any law which would prevent the Borough from enacting a local program for tax abatement in these circumstances?

Dave



**BOROUGH OF CARROLL VALLEY**  
**5685 Fairfield Road**  
**Fairfield, PA 17320**  
**717.642.8269 ext.105**

---

**From:** Eric Brunner <[ebrunner@salzmannhughes.com](mailto:ebrunner@salzmannhughes.com)>  
**Sent:** Tuesday, November 16, 2021 5:32 PM  
**To:** David A. Hazlett <[manager@carrollvalley.org](mailto:manager@carrollvalley.org)>; Gayle R. Marthers <[gayle@carrollvalley.org](mailto:gayle@carrollvalley.org)>  
**Cc:** Zachary Rice <[zrice@salzmannhughes.com](mailto:zrice@salzmannhughes.com)>  
**Subject:** Tax Abatement Question

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello,

My name is Attorney Eric Brunner. I am reaching out to you on behalf of Attorney Rice. We were asked to look into a property tax abatement program for spouses of former firefighters who died while in the performance of their duties. Reviewing Pennsylvania law, no such tax abatement program appears to exist. I researched PA Public Act No. 00-215, however, this appears to have been legislation proposed in Connecticut. I

believe the borough commission member found reference to PA Public Act No. 00-215 at this link:  
<https://www.firehero.org/resources/family-resources/benefits/local/pa/>

Although property tax abatement is not available here in Pennsylvania, she may want to pursue benefits available under The Emergency and Law Enforcement Personnel Death Benefits Act or Act 51 as well as potential workers compensation and education assistance benefits if she has not done so already. Here is an informative link to that information: <https://www.dgs.pa.gov/insurance/Line-of-Duty-Death-Benefits/Pages/default.aspx>

Please feel free to reach out to me if you have any additional questions or concerns.

Regards,

**Eric J. Brunner, Esq.**

79 St Paul Drive | Chambersburg, PA 17201  
Office: 717.263.2121 Ext. 1131  
Fax: 717.263.0663

**SALZMANN  
HUGHES, P.C.**  
*Attorneys at Law*

[www.salzmannhughes.com](http://www.salzmannhughes.com)

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**BEWARE! WIRE FRAUD IS ON THE RISE.**

Accepting wire and disbursement instructions by email is dangerous, especially changes to those instructions. Verify by calling the originator of the email using previously known contact information prior to sending funds.

## David A. Hazlett

---

**From:** David A. Hazlett  
**Sent:** Tuesday, October 26, 2021 9:06 AM  
**To:** Zachary Rice  
**Subject:** FW: Tax question

The below question comes from one of our planning commission members, whose husband was killed in the line of duty working for Frederick County in August. She and her family are quite important to us...but I can't seem to find anything related to her question... help?

Dave



**David Hazlett**  
*Borough Manager*

### **BOROUGH OF CARROLL VALLEY**

**5685 Fairfield Road**  
**Fairfield, PA 17320**  
**717.642.8269 ext.105**

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**From:** Gayle R. Marthers <gayle@carrollvalley.org>  
**Sent:** Tuesday, October 26, 2021 8:34 AM  
**To:** David A. Hazlett <manager@carrollvalley.org>  
**Subject:** FW: Tax question

Gayle Marthers,  
Assistant Borough Manager  
5685 Fairfield Rd  
Fairfield, PA 17320  
Desk: 717-642-8269 x103  
Cell: 717-752-0063

Sent via the Samsung Galaxy S20 Ultra 5G, an AT&T 5G smartphone

----- Original message -----

**From:** Sara Laird <[SaraMLaird@outlook.com](mailto:SaraMLaird@outlook.com)>  
**Date:** 10/26/21 1:12 AM (GMT-05:00)  
**To:** "Gayle R. Marthers" <[gayle@carrollvalley.org](mailto:gayle@carrollvalley.org)>  
**Subject:** Tax question

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Gayle,

Do you know who I should talk to about this?

# TAX ABATEMENT

Pennsylvania state law allows any municipality to establish a program to abate all or a portion of the property taxes due on real property owned and occupied as the principal residence of the surviving spouse of a firefighter who dies while in performance of their duties. Contact your local municipal government to see if this has been enacted for your benefit.

*(Reference: PA Public Act No. 00-215)*

Sent from my iPhone

To: Carroll Valley Borough Council

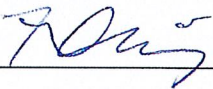
From: Francis & Kelly Murray

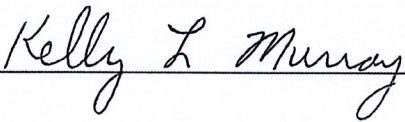
Owner of 1 Deborah Trail

Date: 12-7-21

It is our understanding that Carroll Valley has no plans to pave the cul de sac at 1 Deborah Trail. When we purchased 1 Deborah Trail in 2016; It was our understanding from Dave Baker that once a building permit was submitted, then the cul de sac would be paved. This has not occurred. We are asking the Council to vacate the right of way in this area, turning ownership over to the owners of 1 Deborah Trail.

Please feel free to contact either one of us should you have questions.

Francis Murray  Date: 12-8-21  
301-992-2163

Kelly Murray  Date: 12-8-21  
301-992-2164

## OFFICIAL NOTICE

The 2022 budget of the Borough of Carroll Valley was adopted at the regular Council meeting on December 14, 2021. It is available for inspection at the Borough Office, 5685 Fairfield Road, Carroll Valley, from 8:00 AM to 4:00 PM, Monday through Friday by appointment or by contacting the Borough Secretary at [gayle@carrollvalley.org](mailto:gayle@carrollvalley.org). The adopted 2022 tax rates are as follows: Real Estate – 2.45 mils; Dedicated Fire/EMS Tax - .25 percent, Earned Income - .50 percent; Realty Transfer - .50 percent; Admissions - 5.0 percent or as permitted by law.

Gayle R. Marthers

Borough Secretary

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INTEROFFICE MEMORANDUM

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**TO:** BOROUGH COUNCIL  
**FROM:** DAVID A. HAZLETT, BOROUGH MANAGER  
**SUBJECT:** FY2022 BUDGET; RESOLUTIONS #6 AND #7-2021  
**DATE:** 12/10/2021  
**CC:** FILE

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The Budget has been properly advertised in accordance with PA Borough Code and ready for adoption.

**Action Requested: Motion to adopt the 2022 Fiscal Year Budget as advertised.**

Resolution #6-2021 establishes the tax rate for all real property at 2.45 mils. This requires formal action of the Council.

**Action Requested: Motion to adopt Resolution #6-2021.**

Resolution #7-2021 establishes a dedicated tax appropriated for the operation of fire and emergency services at a rate for all real property at .25 mils. This requires formal action of the Council to enact the updated Fee Schedule.

**Action Requested: Motion to adopt Resolution #7-2021.**

Having adopted the budget and resolutions; it is necessary to advertise these actions.

**Action Requested: Motion to Advertise the Adoption of the 2022 Budget noting the adopted 2022 Tax Rates as: Real Estate of 2.45 mils; Dedicated Fire/Emergency Services Tax of .25 mils; Earned Income Tax of .50%; Realty Transfer Tax of .50% and Admissions Tax of 5.0% or as permitted by law.**



**BOROUGH OF CARROLL VALLEY  
REGULAR COUNCIL MEETING  
Tuesday, December 14, 2021  
BOROUGH OFFICE**

**RESOLUTION #6-2021**

A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY, COUNTY OF ADAMS, COMMONWEALTH OF PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2022

BE IT RESOLVED AND ADOPTED, and it is hereby resolved and adopted by the Borough Council of the Borough of Carroll Valley, County of Adams, Commonwealth of Pennsylvania that a tax be and the same is hereby levied on all real property within the Borough of Carroll Valley subject to taxation for the fiscal year 2022, as follows:

Tax rate for general purposes, the sum of.....2.45 mills  
on each dollar of assessed valuation, or the sum of.....24.5 cents  
on each one hundred dollars of assessed valuation.

The same being summarized in tabular form as follows:

	Mills on Each Dollar of Assessed Valuation	Cents on Each One Hundred Dollars of Assessed Valuation
Tax Rate for General Purposes	2.45 Mills	24.5 Cents
TOTAL	2.45 Mills	24.5 Cents

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

DULY ADOPTED THIS 14<sup>th</sup> day of December, A.D. 2021:

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

\_\_\_\_\_  
Gayle R. Marthers  
Secretary

BY: \_\_\_\_\_  
Richard Mathews  
Council President

APPROVED this 14<sup>th</sup> day of December 2021:

BY: \_\_\_\_\_  
Ronald J. Harris  
Mayor

**BOROUGH OF CARROLL VALLEY  
REGULAR COUNCIL MEETING  
Tuesday, December 14, 2021  
BOROUGH OFFICE**

**RESOLUTION #7-2021**

**DEDICATED TAX APPROPRIATED FOR THE OPERATION OF FIRE AND  
EMERGENCY SERVICES**

A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY, COUNTY OF ADAMS, COMMONWEALTH OF PENNSYLVANIA, FIXING THE RATE OF TAX LEVIED FOR THE DEDICATED TAX APPROPRIATED FOR THE OPERATION OF FIRE AND EMERGENCY SERVICES FOR THE YEAR 2022

**WHEREAS**, the Borough Code provides at 8 Pa.C.S. § 1302(a)(6) that Borough Council has the power to levy and collect annually a tax, not exceeding three mills for, among other things, making appropriations to fire companies both within and without the Borough; and

**WHEREAS**, the Borough Code provides at 8 Pa.C.S. § 1302(a)(9) that Borough Council has the power to levy and collect annually a tax not exceeding three mills for, among other things, making appropriations to support ambulance, rescue, and other emergency services serving the Borough.

**NOW THEREFORE, BE IT RESOLVED AND ADOPTED**, and it is hereby resolved and adopted by the Borough Council of the Borough of Carroll Valley, County of Adams, Commonwealth of Pennsylvania that a dedicated tax appropriated for the operation of fire and emergency services in accordance with 8 Pa.C.S. § 1302(a)(6) and (a)(9) be and the same is hereby levied on all real property within the Borough of Carroll Valley subject to taxation for the fiscal year 2022, as follows:

Tax rate for Fire & Emergency Services, the sum of..... .25 mills  
 On each dollar of assessed valuation, or the sum of..... 2.5 cents  
 On each one hundred dollars of assessed valuation.

The same being summarized in tabular form as follows:

	Mills on Each Dollar of Assessed Valuation	Cents on Each One Hundred Dollars of Assessed Valuation
Tax Rate for Fire & Emergency Services:	.25 Mills	2.5 Cents
TOTAL	.25 Mills	2.5 Cents

That any resolution, or part of resolution, conflicting with this resolution be and the same is hereby repealed insofar as the same affects this resolution.

ADOPTED THIS 14<sup>th</sup> day of December, A.D. 2021:

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

\_\_\_\_\_  
Gayle R. Marthers  
Secretary

BY: \_\_\_\_\_  
Richard Mathews  
Council President

APPROVED this 14<sup>th</sup> day of December 2021:

BY: \_\_\_\_\_  
Ronald J. Harris  
Mayor

## **RE-ORGANIZATION MEETING**

**The Carroll Valley Borough Council will Re-organize at a Special Meeting on Monday, January 3, 2022 at 7:00 PM at the Borough Office, 5685 Fairfield Road, Carroll Valley, Pennsylvania. The Borough Council may consider other business brought before them.**

**Gayle Marthers**

**Borough Secretary**

## BOROUGH OF CARROLL VALLEY

### 2022 MEETING SCHEDULE

The Governmental Bodies of the Borough of Carroll Valley shall meet as follows:

BOROUGH COUNCIL – regular monthly meetings are scheduled for the second Tuesday after the first Monday; PLANNING COMMISSION – regular meetings are scheduled for the first Monday, with the following exceptions July 5, September 6 and November 14; SEWER AND WATER AUTHORITY – regular meetings are scheduled for the fourth Monday of every month with the following exception December 27.

The Committees of the Borough of Carroll Valley shall meet as follows: PARKS, RECREATION AND ENVIRONMENTAL ADVISORY COMMITTEE – regular monthly meetings are scheduled for the fourth Wednesday except for November and December the meeting is scheduled for the third Wednesday; FINANCE COMMITTEE - regular meetings are scheduled for March 29, June 28, October 10 and Special joint meetings with Borough Council on October 18 and October 25; PUBLIC SAFETY COMMITTEE – regular meetings are scheduled for March 14 and November 29.

All scheduled public meetings will be held at the Borough Office, 5685 Fairfield Road, Carroll Valley, Pennsylvania. The Carroll Valley Office meeting room is accessible to the handicapped. Any person with a disability requiring special accommodations to attend a public meeting should notify the Borough Secretary at 642-8269 as early as possible, but no later than five days prior to the meeting. The Borough will make every effort to provide reasonable accommodations.

Gayle R. Marthers

Borough Secretary

# Borough of Carroll Valley

## Calendar of Events - 2022



January							February							March							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
						1															
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26	
23	24	25	26	27	28	29	27	28	29	30	31	27	28	29	30	31	27	28	29	30	31
30	31																				

April							May							June							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
3	4	5	6	7	8	9	3	4	5	6	7	5	6	7	8	9	10	11			
10	11	12	13	14	15	16	10	11	12	13	14	15	16	12	13	14	15	16	17	18	
17	18	19	20	21	22	23	17	18	19	20	21	22	23	19	20	21	22	23	24	25	
24	25	26	27	28	29	30	24	25	26	27	28	26	27	28	29	30	26	27	28	29	30

July							August							September						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
3	4	5	6	7	8	9	1	2	3	4	5	6	4	5	6	7	8	9	10	
10	11	12	13	14	15	16	8	9	10	11	12	13	11	12	13	14	15	16	17	
17	18	19	20	21	22	23	15	16	17	18	19	20	18	19	20	21	22	23	24	
24	25	26	27	28	29	30	22	23	24	25	26	27	25	26	27	28	29	30		
							28	29	30	31										

October							November							December						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30	25	26	27	28	29	30	31			
30	31																			

- Planning Commission
  - Borough Council
  - Finance
  - Parks/Recreation
  - Sewer/Water Authority
  - Public Safety
- 
- Holiday (Offices Closed)
  - Borough Event

**Meeting Times:**  
 All meetings are held at 7pm  
 (Unless otherwise advertised)

**All Meetings are held at the  
 Borough Office:  
 5685 Fairfield Road**

# Memorandum

**To:** All Employees  
**From:** Gayle Marthers, Borough Secretary  
**Date:** December 15, 2021  
**Re:** 2022 Holiday Schedule

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Below is the approved 2022 Holiday Schedule:

New Year's Day: Friday, December 31, 2021  
President's Day: Monday, February 21, 2022  
Good Friday: Friday, April 15, 2022  
Election Day: Tuesday, May 17, 2022  
Memorial Day: Monday, May 30, 2022  
Independence Day: Monday, July 4, 2022  
Labor Day: Monday, September 5, 2022  
Election Day: Tuesday, November 8, 2022  
Veteran's Day: Friday, November 11, 2022  
Thanksgiving: Thursday, November 24, 2022  
Friday, November 25, 2022  
Christmas: Friday, December 23, 2022  
Monday, December 26, 2022

In addition, each employee is entitled to three floating holidays (24 hours) of his or her choice, subject to the approval of the Borough Manager.

# BILL OF SALE

Name: Mary Distefano  
Address: 1957 Chestnut Lane  
Downingtown, PA 19335

Date: November 30, 2021

## Surplus Inventory Sale:

Letting of Tuesday, November 23, 2021

Accepted Bid Price: \$55,200.00  
Accepted Bid Price:  
Accepted Bid Price:  
Accepted Bid Price:  
Accepted Bid Price:

Total Due: \$55,200.00

Total Paid: \$ 55,200 ck/MO #: 027553

Received by: 

\*\* Present this Original Bill of Sale when Picking up all Items Awarded

\*\*\* If your item requires a transfer of title; please see the Borough Secretary or Borough Manager

\*\*\* ALL ITEMS AWARDED MUST BE PAID FOR AND REMOVED FROM BOROUGH PROPERTY BY FRIDAY, DECEMBER 3, 2021

IVCR21123





# 2006 International 7400 Single-Axle Dump Truck w/ Plow-Spreader

**Seller:** CarrollValleyBoro **Listing #** 39973119 **Custom ID:** Starting Bid: \$25,000.00 **HIGH BID:** \$55,200.00  
**Started:** 11/10/2021 8:00:00 AM **Ended:** 11/23/2021 12:14:00 PM **Number of Bids:** 121 **Number of Views:** 2250 **Reserve Price:** \$0

**High Bidder:** Mary Distefano

**Bidder Email:** dmdistefano@gmail.com **Bidder Phone:** 484-888-5344  
**Address:** 1957 Chestnut Lane , Downingtown PA 19335

## Bid History

Bid Date/Time	Bid	Username	First	Last	Email	Phone
11/23/2021 12:10:48 PM	\$55,200.00	Bigma	Mary	Distefano	dmdistefano@gmail.com	484-888-5344
11/23/2021 12:08:06 PM	\$55,100.00	Aaron219	Thomas	Rickman	anhexcavating@gmail.com	540-207-7950
11/23/2021 12:08:06 PM	\$55,000.00 (Proxy)	Bigma	Mary	Distefano	dmdistefano@gmail.com	484-888-5344
11/23/2021 12:07:25 PM	\$54,900.00 (Proxy)	Bigma	Mary	Distefano	dmdistefano@gmail.com	484-888-5344
11/23/2021 12:07:25 PM	\$54,800.00	Aaron219	Thomas	Rickman	anhexcavating@gmail.com	540-207-7950
11/23/2021 12:07:01 PM	\$54,200.00 (Proxy)	Bigma	Mary	Distefano	dmdistefano@gmail.com	484-888-5344
11/23/2021 12:07:01 PM	\$54,100.00	Aaron219	Thomas	Rickman	anhexcavating@gmail.com	540-207-7950
11/23/2021 12:06:09 PM	\$53,400.00 (Proxy)	Bigma	Mary	Distefano	dmdistefano@gmail.com	484-888-5344
11/23/2021 12:06:09 PM	\$53,300.00	Aaron219	Thomas	Rickman	anhexcavating@gmail.com	540-207-7950
11/23/2021 12:05:37 PM	\$53,100.00 (Proxy)	Bigma	Mary	Distefano	dmdistefano@gmail.com	484-888-5344
11/23/2021 12:05:37 PM	\$53,000.00	Aaron219	Thomas	Rickman	anhexcavating@gmail.com	540-207-7950
11/23/2021 12:05:10 PM	\$52,350.00 (Proxy)	Bigma	Mary	Distefano	dmdistefano@gmail.com	484-888-5344

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INTEROFFICE MEMORANDUM

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**TO:** BOROUGH COUNCIL  
**FROM:** GAYLE MARTHERS, BOROUGH SECRETARY  
**SUBJECT:** DEPUTY TAX COLLECTOR  
**DATE:** 12/10/2021  
**CC:** FILE

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Since 2015, there has been a law in effect requiring that all Tax Collectors have a deputy tax collector appointed and approved of by Borough Council. With the re-election of our Tax Collector, Phyllis Doyle, the deputy collector must be re-appointed at this time. Key Points to this issue:

The law requires (at a minimum) that the tax collector, with the approval of their respective taxing districts and the surety (bonding company), appoint a deputy who, in the event that the tax collector become incapacitated, would collect and settle taxes for the tax collector for the duration of that incapacitation. *Section 22(B)*

- The law recognizes that the municipality still has power to determine vacancy in the position of tax collector under Section 4.2 or 4.4 of the Tax Collection Law (Codified as 4b and 4d). *Section 22 (B)*
- In considering the appointment, Mrs. Walter asked that you please be mindful of the 2002 Advice of Counsel of the State Ethics Commission regarding the appointment of family members as deputy tax collectors. [A copy is available for review. It recommends not appointing family]
- The State Tax Collectors Association has recommended that this appointment be another tax collector to assure a seamless tax collection process. From a commonsense perspective that may provide some benefit, inasmuch as neighboring tax collectors would be familiar with the same accounting and payment requirements, will be familiar with the taxing bodies and have already gone through the surety process.
- For Adams County, the appointment of another Adams County tax collector would be a benefit as those tax collectors all use the same tax collection software program and basically apply the same process, which would help maintain continuity.
- The deputy would likely be viewed as an agent of the elected tax collector, thus eliminating the need of the individual to be a resident of the municipality.
- According to the law, the tax collector “shall be responsible for and account to the taxing district for all taxes received or collected by his deputy.” *Section 22 (A)*
- The tax collectors’ surety has provided the form to use for the appointment of the deputy by the tax collector, and approval of the appointment by the taxing bodies. This form has been attached for review by the taxing bodies and for use by the tax collectors.
- The County believes that this appointment provision will strengthen the tax collection process. However, they are concerned about the disbursement of taxes after collection. In order to remove any concerns related to determination of incapacity, as well as the cost and delay associated with that legal process, it is recommended that tax collectors consider creating a limited power of attorney that would give their deputy authority to act not only during a time of incapacity, but also during a period of inconvenience (such as hospitalization for a short period, or absence from the area for a vacation or other events). This limited power of attorney may be made available by a third party in the event of a specific need or incapacity. This allow the deputy to collect and disburse taxes, access bank and provide the ability to sign documents in order to carry out the responsibilities of the tax collector.
- Phyllis Doyle, Carroll Valley Borough Tax Collector has requested Council re-appointe Donna Maring as the Deputy Tax Collector. Donna is the elected collector for Cumberland Township. She is certified and bonded.



ACT 48-2015  
APPOINTMENT OF A  
DEPUTY TAX COLLECTOR FORM

Tax Collector should obtain signatures from the taxing district and return completed form to the Surety Company (keep a copy for your records.)

1. Phyllis Doyle Smith Tax Collector for Carroll Valley Borough  
County of Adams do hereby appoint as Deputy  
Tax Collector (printed/typed): Danna Marins  
Deputy Tax Collector's Address: 3059 TAMEY TOWN RD  
GETTYSBURG PA 17325  
Deputy Tax Collector's Email: d.marins@embargo.net Phone: 717-334-4871  
Deputy Tax Collector's Signature: [Signature] Date: 11/18/2021  
Tax Collector's Signature: Phyllis Doyle Smith Date: 11/18/2021

This is an appointment of a Deputy Tax Collector to collect and settle taxes during any incapacitation of the Tax Collector (as defined in Local Tax Collection Law, Section 22 (B) (72 P.S. § 5511.22)).

APPROVALS	
SIGNATURE & TITLE	DATE
MUNICIPALITY:	PHONE NUMBER

SURETY COMPANY	
COMPANY APPROVAL:	
DATE	PHONE NUMBER

Tax Collector should obtain signatures from each taxing district and return completed form to the Surety Company (keep a copy for your records.)  
Surety should acknowledge the appointment by returning the signed document to the Tax Collector

\*Company approval may be an electronic signature, stamp, etc.

\*\*DO NOT RETURN TO DCED\*\*

# UNFINISHED BUSINESS

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Funding Solutions

Update to Council

December 10, 2021

# Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

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## PA SMALL WATER AND SEWER PROGRAM UPDATE

### *Carroll Valley Wastewater Treatment Facility Upgrades Project*

Awarded \$425,000

GMS has received the first Application for Payment (AFP) for DOLI Construction. Once the cancelled check is available, it should be forwarded to GMS so a reimbursement request can be submitted. At this time, the grant is covering only construction costs which should easily maximize the grant award amount of \$425,000 and necessary matching funds of \$75,000.

**Next Steps:** The Authority should provide the cancelled check to show payment of the first AFP when available. GMS will draft payment requests for partial reimbursement.

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

### *Carroll Valley Path System – Phase I*

Awarded \$25,000

The County has requested additional information be submitted prior to making a decision on the project re-scope request. GMS has requested approval to contact FSA directly to work on the concept plan of the revised trail location. If the Borough agrees, GMS will directly contact FSA about a cost estimate and concept plan.

**Next Steps:** The Borough should either coordinate with FSA or approve GMS to contact FSA directly to gather the necessary documents. 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. GMS will need copies of the public advertisement, bid responses, and bid tabulation. GMS has received invoices for Wm. H. Hill and is working on drafting the first reimbursement request for the engineering costs.

**Next Steps:** The Borough should forward all engineering invoices and evidence of payments to GMS. Once the Project is bid, the Authority should move forward with project construction.

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### CARLISLE

354 Alexander Spring Rd.  
Carlisle, PA 17015

[www.GMSFundingSolutions.com](http://www.GMSFundingSolutions.com)  
(717) 552-2639

### HARRISBURG

112 Market St., 8th Floor  
Harrisburg, PA 17101

### **COVID-19 ARPA LOCAL FISCAL RECOVERY FUNDS (LFRF)**

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

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).

**Next steps: The Borough should work with their auditor/accountant to calculate the lost revenue as it is GMS' understanding that the Borough desires to put the funds toward lost revenue. GMS will coordinate with the Borough to compile and submit the necessary Report(s).**

### **BROADBAND INITIATIVE**

Estimated project cost: \$171,503

GMS is researching potential funding sources to extend broadband services in the Borough. Potential funding opportunities are the County American Rescue Plan Act (ARPA) funds and the Capital Project Program funds through the US Department of Treasury. The Capital Project Program is now open for States to apply for funding for eligible projects including broadband. After funds are released at the State level, GMS will monitor for potential competitive broadband programs. GMS shared a funding matrix with the Borough on November 3, 2021.

**Next Steps: The Borough should review project costs to account for any increases. GMS will provide the Borough with summaries of any potential funding opportunities, decide which will be the best fit, and move forward with the grant application process.**

### **FEDERAL INFRASTRUCTURE BILL**

GMS is researching the Federal Infrastructure 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," that list should be forwarded to GMS so it can be referenced as the Bill is being reviewed for potential funding sources.

**Next Steps: The Borough should provide a cost estimate for the additional phase of the scope of work for the Wastewater Treatment Plant and any other infrastructure projects that the Borough may have on its capital improvements plan.**



# NEW BUSINESS

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**FOR YOUR INFORMATION**

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**Municipal Services Report  
November  
2021**

**Road Work: 139 Man-Hours**

- Road work performed in November included:
  - Roadway side ditches were inspected and cleaned of leaves and branches multiple times throughout the month
  - Trimming of overhanging tree branches and brush along the roadsides in sections "A" and "B"
  - Damaged Delineators replaced on Lure Trail and on Walnut Trail.
  - Anti-Skid material hauled from SGI to the Ranch Trail municipal facility, mixed with salt and stockpiled under cover
  - Salt delivery was made to Ranch trail municipal facility and stockpiled under cover
  - Excavated side ditch on Country Club Trail to retain water flow and prevent the flow from crossing the roadway
  - Side ditch of Valley View Trail was reformed to eliminate future erosion and redirect water flow away from road surface

**Equipment Maintenance and Repair: 265 Man-Hours**

- Municipal Services/Parks/Zoning/STP Departments:
  - 200-hour interval service of the JCB Backhoe
  - Replaced the gear shift cable on MS4 (2001 GMC bucket truck)
  - Leaking Hydraulic filter on JCB backhoe was replaced
  - Calcium tank mount for the 2021 Mack truck was fabricated and mounted onto the truck body. Truck was also fitted with tire chains and snowplow for the winter season
  - Weight box was installed on the 2000 F350 for snow plowing
  - 2006 S/A Dump truck was sold on Municibid, Municipal services prepared the truck for pick up
  - Drain and winterized sweeper truck
  - All plow trucks were fitted with the snow removal equipment which included tire chains installed, calcium tanks and snowplows were mounted

**Police Department: 2 man-hours**

- Transported Police vehicles from Borough Office after routine calibrations were performed

Vehicle and Equipment mileage log and Fuel usage summary for November 2021 attached.

**Parks and Property Maintenance: 245 Man-Hours**

- Carroll Commons Park
  - Routine maintenance which included mowing and leveling walking paths
  - Clean and sanitize playground equipment
  - Clean and maintain pavilion

- Excavated area for the new Gaga pit to be constructed
  - Removed decorations from the “Trunk or Treat” event and cleaned parking lot area
  - Removed all tools and equipment from the park maintenance shed to the Ranch Trail MS building to prepare for demolition
  - Moved all picnic tables from Cortner Pavilion to prepare for the construction crew to start renovations
  - Replaced the driveway barricade posts at Lake Carroll
  - Rubber mulch was hauled from supplier in northern PA
- Ranch Trail Park
    - Routine maintenance to include mowing, trimming of weeds and trash collection
    - Clean and sanitize playground equipment
    - Winterized pavilion bathroom and close for winter season
- Lake May
    - Routine Maintenance to include mowing, trimming of weeds and trash collection
    - Lake breast was mowed for inspection crew
- Lake Kay Mini-Park
    - Routine Maintenance to include mowing, trimming of weeds and trash collection
    - The willow tree beside the driveway was severely damaged from high winds, Fencing was damaged, replaced fence railings, tree was cut up and hauled away, branches and debris were processed in the chipper and driveway area cleaned

**Miscellaneous, Admin and Training: 51 Man-Hours**

- Staff Meetings
- Installed the Christmas lights on trees
- Constructed the Santa mailbox, Christmas tree and backdrop for the display in the office entrance
- Met with contractors regarding pavilion renovations
- Assembled voting booths for elections, packaged and stowed for future elections

**Sewer Treatment Plant: 10 Man-Hours**

- MS employee performed daily requirements at the Wastewater treatment plant for several days while the normal operator was on vacation

**Paid Time Off: 210 Man-Hours**

**Holiday (Labor Day): 134 Man-Hours**

Respectfully Submitted,

*Brad A. Sanders*

Brad A. Sanders

MS Supervisor

Hours/Mileage Nov. 2021						
Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours		
MS1	2021 Mack Granite	943.7	943.7	0		
MS2	2000 Ford F-350	152709	153065	356		
MS3	2010 Ford F550 D/T	45275	45428	153		
MS4	2001 Chevy B/T	81264	81344	80		
MS5	2007 Freightliner Sweeper Truck	15312.3	15312.3	0		
MS6	2012 INT 7400 D/T	12512	12512	0		
MS7	1999 Int 5000 D/T	118088	118357	269		
MS8	2015 Mack Granite	12466.3	12466	-0.3		
MS9	2006 Int 7400 D/T	18575	18582	7		Sold 11-23-2021
MS10	2012 Ford F550 D/T	72204	72414	210		
MS 11	2016 Ford F550 D/t	31352	31633	281		
Total Mileage for ██████████ November				1355.7		
<hr/>						
EQMS2	2006 Bobcat Skid loader	767	767	0		
EQMS3	2004 CAT IT 14G loader	4239.5	4246	6.5		
EQMS4	580 John Deere 570B Grader	730.8	730.8	0		
EQMS5	6310 John Deere Boom Mower	1185.6	1188.7	3.1		
EQMS6	Bandit Brush Chipper	305	309.7	4.7		
EQMS10	2019 JCB Backhoe	826.5	841	14.5		
<hr/>						
EQPK1	2015 Scag Mower	1023.7	1030	6.3		
EQPK3	301A John Deere tractor	Hour meter inoperable				
EQPK 6	2018 Simplicity mower	294	297	3		
Total Equipment hours				38.1		

# Carroll Valley

## Activity Summary Report By Account For Vehicle

Date Range From: 11/01/2021 12:00:00 AM To: 11/30/2021 11:59:59 PM

Vehicle Account:	006	Name	Transactions	Avg Price	Total Quantity	Total Amount
40		Mowers/Trimmers	2	\$1.000	11.700	\$11.70
				0 Miles @ 0.0 MPG		
				<b>Totals for Account:</b>	<b>11.700</b>	<b>\$11.70</b>

# Carroll Valley

## Activity Summary Report By Account For Vehicle

Date Range From: 11/01/2021 12:00:00 AM To: 11/30/2021 11:59:59 PM

Vehicle Account:	003	Name	Transactions	Avg Price	Total Quantity	Total Amount
16		2018 Ford Escape	1	\$1.000	11.600	\$11.60
			0 Miles @ 0.0 MPG	\$1.000	11.600	\$11.60
			<b>Totals for Account:</b>	<b>\$1.000</b>	<b>11.600</b>	<b>\$11.60</b>

# Carroll Valley

## Activity Summary Report By Account For Vehicle

Date Range From: 11/01/2021 12:00:00 AM To: 11/30/2021 11:59:59 PM

Vehicle	Name	Police Dept	Transactions	Avg Price	Total Quantity	Total Amount
Account: 002						
20	2017 Dodge Charger Unmarked		2	\$1,000	28,700	\$28,700
21	2014 Unmarked Charger		9	\$1,000	83,600	\$83,600
24	2014 Mark Charger		2	\$1,000	25,300	\$25,300
<b>Totals for Account:</b>				<b>\$1,000</b>	<b>137,600</b>	<b>\$137,600</b>

0 Miles @ 0.0 MPG  
 0 Miles @ 0.0 MPG  
 0 Miles @ 0.0 MPG

# Carroll Valley

## Activity Summary Report By Account For Vehicle

Date Range From: 11/01/2021 12:00:00 AM To: 11/30/2021 11:59:59 PM

Vehicle Account:	Name	Transactions	Avg Price	Total Quantity	Total Amount
02	2000 Ford F350 PU New	1	\$1,000	28,400	\$28,400
03	2010 Ford F-550 D/T	1	\$1,000	26,800	\$26,800
04	2001 Gmc 3500 HD Bucket	1	\$1,000	12,500	\$12,500
07	1999 Int 500 D/T	1	\$1,000	46,000	\$46,000
10	2012 F-550 D/T	1	\$1,000	27,300	\$27,300
11	2016 Ford F-550 D/t	1	\$1,000	29,600	\$29,600
27	2019 JCB Backhoe	1	\$1,000	20,000	\$20,000
32	Bandit Brush Chipper	1	\$1,000	20,800	\$20,800
33	301A JD Tractor	1	\$1,000	12,000	\$12,000
<b>Totals for Account:</b>					<b>\$223,400</b>