



BOROUGH COUNCIL AGENDA
TUESDAY, FEBRUARY 15, 2022 – 7:00 P.M.

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

REGULAR MEETING

1. Approval of Minutes: January 11, 2022

PUBLIC HEARING

PROPOSED ZONING ORDINANCE WILL, IF ADOPTED BY THE CARROLL VALLEY BOROUGH COUNCIL, REPEAL AND REPLACE THE EXISTING CARROLL VALLEY BOROUGH ZONING ORDINANCE, ORIGINALLY ADOPTED ON MARCH 5, 1976.

1. Overview of Proposed Amendment – Rob Thaeler
2. Public Comment - 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. Adjournment

REGULAR MEETING (cont'd)

2. Open to the public
 - a. 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 Advertise
4. Mayor's Report – R. Harris
 - b. Police Report
 - c. Around Town
 - d. Upcoming Events & Meetings of Interest
 - e. In Requiem
5. Fire/EMS/EMA Report
6. Committee Reports
7. Administrative Business – Borough Manager
 - a. Treasurer's Report – January 2022
 - b. 2022 Curbside Collection, Transportation and Processing of Municipal solid Waste and Recyclables – Contract Award
 - c. Adams County Historical Society Request
8. Unfinished Business
 - a. Grant Funding Updates
 - b. Property Maintenance Update
 - c. High-Speed Broadband Update
 - d. Cortner Pavilion Project Update
 - e. Conveyance of Sewer and Water Authority 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

PUBLIC HEARING

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, February 15, 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, March 15, 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 April 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

PUBLIC COMMENT

ORDINANCES and RESOLUTIONS

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.

The new Carroll Valley Borough Zoning Ordinance, identified as Ordinance #1-2022:Chapter 27 -Zoning; will be considered for adoption on Tuesday, March 15, 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 April 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.

Any person who needs an accommodation in order to gain access to or participate in this public meeting should call (717) 642-8269 prior to the public meeting date.

Gayle R. Marthers,
Borough Secretary

MAYOR'S REPORT



January 2022 Police Report

by
Chief Richard L Hileman II
Carroll Valley Borough Police



Special News / Achievements:



- The Carroll Valley Civil Service Commission has no candidates in process at this point. We are continuing recruiting efforts.

- As a result of the events of the summer of 2020, the Pennsylvania

Municipal Police Officers' Education and Training Commission has instituted required training in the mechanics and techniques of arrest. Corporal Clifford Weikert, our defensive tactics instructor has

attended training to be certified as a Municipal Inservice Training Instructor for this and will be training our officers as required in the new regulations.



Case Information:



- This is Chuck. Chuck was out for a walk on December 23rd, the day before Christmas Eve, when someone shot and killed Chuck with an arrow. The Carroll Valley Police are investigated this as a felony under the 'Aggravated Cruelty to Animal' law. With the help of the community, police were able to pursue some leads that resulted in the charging of a 17 year old juvenile for the offences which will proceed to Adams County Juvenile Court. Due the the juvenile status of the offender, we cannot futher comment. The Adams County

SPCA and the Carroll Valley Constable's Office offered rewards for information leading to the identification and arrest of the person responsible and the citizen involved chose to donate both to the Adams County SPCA.

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:
02/08/2022

Page 1 of 1

Beginning Date: 01/01/2022

Ending Date: 01/31/2022

Agency: All

Municipality: Carroll Valley Borough

Total Offenses 8 **Clearance Rate** 0
 % change from last year 0% Last years rate 37.5%

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	1
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
Total Group A Arrests	0	0	0	0	2
Group "B" Arrests					
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	1
Drunkenness	0	0	0	0	2
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
Total Group B Arrests	0	0	0	0	3
Total Arrests	0	0	0	0	5

Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			1
Aggravated Assault			
Burglary			
Larceny	6		2
Motor Vehicle Theft			
Arson			
Simple Assault			3
Intimidation	1		
Bribery			
Counterfeiting/Forgery			
Vandalism			1
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud	1		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			
Total Group "A"	8		8

Crime Against Person

1 - This year
 3 - Last year
 -66.67% - Percent Change

Crime Against Property

7 - This year
 5 - Last year
 40% - 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	Carroll Valley Calls for Service YTD	Total
ALARM	6	ALARM	6
ANIMAL COMPLAINT	3	ANIMAL COMPLAINT	3
ASSIST - FIRE/EMS	18	ASSIST - FIRE/EMS	18
ASSIST - OTHER POLICE	1	ASSIST - OTHER POLICE	1
DISTURBANCE/NOISE	1	DISTURBANCE/NOISE	1
DOMESTIC DISTURBANCE	6	DOMESTIC DISTURBANCE	6
FRAUD	2	FRAUD	2
MENTAL HEALTH / WELFARE	3	MENTAL HEALTH / WELFARE	3
MISC CALL FOR SERVICE	11	MISC CALL FOR SERVICE	11
SUSPICIOUS ACTIVITY	1	SUSPICIOUS ACTIVITY	1
THEFT	7	THEFT	7
THREATS / HARRASSMENT / STALKING	3	THREATS / HARRASSMENT / STALKING	3
TRAFFIC COMPLAINT	17	TRAFFIC COMPLAINT	17
VEHICLE CRASH	3	VEHICLE CRASH	3
VEHICLE STOP	10	VEHICLE STOP	10
Z COURT / JUSTICE	1	Z COURT / JUSTICE	1
Z FOLLOW-UP	13	Z FOLLOW-UP	13
Grand Total	106	Grand Total	106

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.



Citations, Faulty Equipment and Warning Cards	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	2
3307 (Title 75) - No-passing zones	1
3323 (Title 75) - Stop signs and yield signs	3
4306 (Title 75) - Use of multiple-beam road lighting equipment	1
4703 (Title 75) - Operation of vehicle without official certificate of inspection	2
Grand Total	11

Miscellaneous:

Calls for Service		January 2021	January 2022	YTD 2021	YTD 2022
	Calls from Public	126	92	126	92
	Officer initiated	52	14	52	14
	Total CV Calls	178	106	178	106

Vehicle Mileage			
	Starting	Ending	Total
2017 Dodge Charger Unmarked	18,202	18,820	618
2017 Dodge Charger Marked	65,045	65,045	0
2014 Dodge Charger Unmarked	82,892	84,943	2,051
2014 Dodge Charger Marked	85,913	86,035	122
2010 Ford Exp Marked	82,968	82,968	0
		Total	2,791



January 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
ASSIST - FIRE/EMS	6	ASSIST - FIRE/EMS	6
CHILD WELFARE	1	CHILD WELFARE	1
DISTURBANCE/NOISE	1	DISTURBANCE/NOISE	1
DOMESTIC DISTURBANCE	1	DOMESTIC DISTURBANCE	1
MENTAL HEALTH / WELFARE	2	MENTAL HEALTH / WELFARE	2
MISC CALL FOR SERVICE	1	MISC CALL FOR SERVICE	1
VEHICLE STOP	6	VEHICLE STOP	6
Z FOLLOW-UP	8	Z FOLLOW-UP	8
Grand Total	26	Grand Total	26

Citations:

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

Citations, Faulty Equipment and Warning Cards	Count:
1301 (Title 75) - Registration and certificate of title required	2
1786 (Title 75) - Required financial responsibility	3
3362 (Title 75) - Maximum speed limits	2
4525 (Title 75) - Tire equipment and traction surfaces	1
4703 (Title 75) - Operation of vehicle without official certificate of inspection	3
Grand Total	11



Offense and Arrest Summary Report

Printed On:
02/08/2022

Page 1 of 1

Beginning Date: 01/01/2022

Ending Date: 01/31/2022

Agency: All

Municipality: Fairfield Borough

Total Offenses		Clearance Rate	0
% change from last year	-100%	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
Total Group A Arrests	0	0	0	0	0
Group "B" Arrests					
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	1
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
Total Group B Arrests	0	0	0	0	1
Total Arrests	0	0	0	0	1

Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny			2
Motor Vehicle Theft			
Arson			
Simple Assault			
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			
Total Group "A"			4

Crime Against Person

- This year
- Last year
0 - Percent Change

Crime Against Property

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

Crime Against Society

- This year
- Last year
0 - Percent Change

FIRE/EMS/EMA REPORT

FAIRFIELD FIRE & EMS
Fire Report – January 2022

Calls for the Month – 28
Year to Date Total - 28

Nature of Call(s)

Fire Police	0
Automatic Fire Alarm	2
Fire – Structure	2
Motor Vehicle Accident	4
Medical Assist	11
Landing Zone	1
Tree into House	1
Inside Investigation	2
Outside Investigation	2
Standby	2
CO Alarm	1

Location of Call(s)

Carroll Valley Borough	6
Fairfield Borough	5
Franklin Township	3
Freedom Township	2
Hamiltonban Township	3
Highland Township	1
Liberty Township	5

Washington Township,
Franklin County 1

Emmitsburg, Frederick Co.
Maryland 2

COMMITTEE REPORTS

Planning Commission Meeting 2/7/2022

- Approval of November 1 joint meeting
- Open to the public - none
- Current business - None
- New Business - Property Maintenance
 - Discussed Property issues list from Council president Richard Matthews
 - Selected a few items in Chapter 10 to start:
 - Safety issues (abandoned/burned/collapsed) buildings
 - Unsafe decks and porches - needs to be vetted with legal if we can do this
 - Maybe look at Fire hazards and/or infestation hazards
 - Asked committee members to review and get familiar with Chapter 10 (there will be others eventually)
 - Encouraged members to take the “Dave” tour to really appreciate the Borough’s issues
 - And again, to focus on the safety issues initially.
- * Quick discussion on bringing back to life an emailed “Newsletter” where we can inform the community of issues.
 - Not sure if this needs to be mentioned as part of Planning - but we did discuss it.
- Old Business - Parking
 - Discussed potential Amendments to Chapter 27 concerning parking concerns. No action at this time.

Respectfully Submitted,
Michael Wight, Chair

ADMINISTRATIVE BUSINESS

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

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$39,381.89	\$0.00	\$0.00	\$175.50	\$74,100.96	\$0.00	\$113,658.35	\$30,173.89
INVESTMENTS	\$2,935,524.79	\$0.00	\$0.00	\$0.00	\$0.00	\$565,196.95	\$3,500,721.74	\$260,095.10
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$26,366.71	(\$5,194.86)	\$492,724.04	\$0.00	\$1,119,481.83	\$0.00	\$1,633,377.72	\$0.00
DUE TO OTHER FUNDS	\$1,371,016.82	\$866.50	\$29,926.59	(\$3,048.18)	\$183,325.77	\$0.00	\$1,582,087.50	\$52,076.73
LIABILITIES	\$15,843.60	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$157,843.88	\$0.00
NET BALANCE	\$1,614,837.97	(\$6,061.36)	\$462,822.45	(\$138,776.60)	\$1,010,257.02	\$565,196.95	\$3,508,276.43	\$238,242.26

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$84,824.99	\$0.00	\$61,942.83	\$0.00	\$1,288.83	\$6.51	\$148,063.16	\$592.92
ACTUAL EXPENDITURES (-)	\$145,861.71	\$88.31	\$24,902.00	\$0.00	\$1,558.32	\$0.00	\$172,410.34	\$0.00
ENCUMBERED FUNDS (-)	\$4,077.67	\$0.00	\$6,331.93	\$0.00	\$0.00	\$0.00	\$10,409.60	\$0.00
NET TRANSACTION BALANCE	(\$65,114.39)	(\$88.31)	\$30,708.90	\$0.00	(\$269.49)	\$6.51	(\$34,756.78)	\$592.92

END OF PERIOD								
CHECKING ACCOUNT	\$101,999.62	\$0.00	\$0.00	\$175.50	\$74,129.28	\$0.00	\$176,304.40	\$30,173.89
INVESTMENTS	\$2,843,813.37	\$0.00	\$0.00	\$0.00	\$0.00	\$565,203.46	\$3,409,016.83	\$260,688.02
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$17,986.95	(\$6,061.36)	\$539,354.28	\$0.00	\$1,107,506.54	\$0.00	\$1,658,786.41	\$0.00
DUE TO OTHER FUNDS	\$1,404,805.27	\$88.31	\$34,002.50	(\$3,048.18)	\$171,648.29	\$0.00	\$1,607,496.19	\$52,076.73
LIABILITIES	\$2,195.61	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$144,195.89	\$0.00
NET BALANCE	\$1,557,224.06	(\$6,149.67)	\$505,376.78	(\$138,776.60)	\$1,009,987.53	\$565,203.46	\$3,492,865.56	\$238,835.18

Check Register with Invoices

Borough of Carroll Valley

10-Feb-22

From: 01-Jan-22 To: 31-Jan-22

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

34401	1/4/2022	17731	AMAZON CAPITAL SERVICES		\$40.61	O
			1322 Fairfield Family Initiative Supplies		\$40.61	
34402	1/4/2022	14374	AMERICAN UNITED LIFE INS		\$316.43	O
			1322 Life & Disability Premium: January 2022		\$316.43	
34403	1/4/2022	40	ASSOC. OF MAYORS OF BOROUGH S		\$60.00	O
			1322 2022 Membership		\$60.00	
34404	1/4/2022	14660	CIVIC PLUS		\$4,999.99	O
			219226 Annual Fee & Implementation		\$4,999.99	
34405	1/4/2022	83	COMMONWEALTH OF PENNSYLVANIA		\$1,000.00	O
			1322 NPDES Permit		\$1,000.00	
34406	1/4/2022	758	EHRlich		\$190.00	O
			4586094 Pest Control Service		\$190.00	
34407	1/4/2022	521	FREEDOM SYSTEMS		\$7,444.00	O
			1322-1 2022 Financial Management		\$2,462.00	
			1322-2 2022 Land Management Support		\$2,520.00	
			1322 2022 Revenue Management		\$2,462.00	
34408	1/4/2022	14559	GENERAL CODE		\$1,195.00	O
			GC00114952 Recodification: Annual Maintenance		\$1,195.00	
34409	1/4/2022	1156	KAREN HEFLIN, RECORDER		\$26.50	O
			1322 Filing Fee: Strm. Wtr. Agreement: 78 Eagles Trail		\$26.50	
34410	1/4/2022	1210	KEYSTONE MUNICIPAL INSURANCE		\$5,707.75	O
			1322-1 1 of 4 KMIT WC 2022		\$125.00	
			1322 1 of 4 KMIT WC 2022		\$5,582.75	
34411	1/4/2022	196	LABORATORY, ANALYTICAL & BIOLO		\$244.00	O
			101130 STP: Testing December 2020		\$244.00	
34412	1/4/2022	137	MET-ED		\$76.00	O
			628-122 Jacks Mtn & Skylark Trl: Street Lighting		\$76.00	
34413	1/4/2022	241	PA MUNICIPAL RETIREMENT SYSTEM		\$5,529.48	O
			1322 4th Qtr 2021: Pension Contribution		\$4,289.37	

Check Register with Invoices

Borough of Carroll Valley

10-Feb-22

From: 01-Jan-22 To: 31-Jan-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			1322-1 4th Qtr 2021: Police Pension Contribution		\$1,240.11	
34414	1/4/2022	242	PA STATE ASSOC. OF BOROUGHES		\$1,223.00	O
			1322 CDL Renewal: 1/1/22-1/31/22		\$75.00	
			1322-5 2022 Borough Council Assoc. Dues		\$30.00	
			1322-4 2022 Borough Membership Dues		\$548.00	
			1322-3 2022 PSAB PLUS Training Subscription		\$450.00	
			1322-2 2022 Borough News Subscription		\$80.00	
			1322-1 Extended Listing in Membership Directory		\$40.00	
34415	1/4/2022	1163	PA STATE MAYORS ASSOCIATION		\$60.00	O
			1322 2022 Dues		\$60.00	
34416	1/4/2022	1005	SECURITY BENEFIT GROUP		\$2,189.86	O
			1422 Deferred Comp: Payroll dated 1/4/22		\$2,189.86	
34417	1/18/2022	17718	AC&T CO, INC.		\$499.47	O
			2208872 MS: Propane		\$451.20	
			2208863 MS: Propane		\$48.27	
34418	1/18/2022	14128	ADAMS COUNTY COUNCIL OF GOVT		\$100.00	O
			2022-009 COG Dues for 2022		\$100.00	
34419	1/18/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,926.93	O
			4700-122 Boro Office: Svc 12/1/21-12/31/21		\$1,063.93	
			4704-122 STP: Sanders Rd. Pump Station: Svc 12/1/21-12/31/21		\$1,730.63	
			3000-122 STP: Country Club Trl. Pump Station: Svc 12/1/21-1		\$132.37	
34420	1/18/2022	14211	AT&T MOBILITY		\$1,392.34	O
			11722 Wireless Svc: 11/19/21-12/18/21		\$182.44	
			11722-1 GeoTabs: 11/19/21-12/18/21		\$212.50	
			11721-2 GeoTab Installation		\$997.40	
34421	1/18/2022	58	BOROUGH OF FAIRFIELD		\$3,054.25	O
			2022-02 2022 Workers Comp		\$3,054.25	
34422	1/18/2022	14668	██████████		\$507.32	O
			11722 2021 Medical Deductible Reimbursement		\$507.32	
34423	1/18/2022	1191	COMCAST CABLE		\$1,029.14	O
			22005-122 Internet Fees		\$250.15	
			137764461-3 PL: Svc 1/1/22-1/31/22		\$282.00	

Check Register with Invoices

Borough of Carroll Valley

10-Feb-22

From: 01-Jan-22 To: 31-Jan-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			137764461-4 Boro Office: Svc 1/1/22-1/31/22		\$217.87	
			137764461 STP: 119A Sanders Rd: Svc 1/1/22-1/31/22		\$62.05	
			137764461-1 14 Ranch Trl: Svc 1/1/22-1/31/22		\$118.96	
			137764461-2 Zoning: Svc 1/1/22-1/31/22		\$47.00	
			22989-122 STP: 119A Sanders Rd: Svc 1/13/22-2/12/22		\$51.11	
34424	1/18/2022	14219	COMMUNITY MEDIA OF SOUTH CENT		\$200.00	O
			1361 CVB Council Meeting: December 2021		\$200.00	
34425	1/18/2022	110	EXCALIBUR TOWING		\$49.00	O
			13614 MS2: State Inspection		\$49.00	
34426	1/18/2022	521	FREEDOM SYSTEMS		\$3,240.00	O
			1014685 Cloud Hosting: 4/1/22-3/31/23		\$3,240.00	
34427	1/18/2022	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			2973 Retainer for the month of December 2021		\$3,000.00	
34428	1/18/2022	163	HOCKLEY & O'DONNELL		\$667.00	O
			1200505 Tax Collector Bond: 1/1/22-6/30/26		\$667.00	
34429	1/18/2022	1156	KAREN HEFLIN, RECORDER		\$26.50	O
			11722 Filing Fee: Strm. Wtr. Agreement: 13 Oak Ridge Tra		\$26.50	
34430	1/18/2022	825	KPI TECHNOLOGY		\$8,362.20	O
			8896 SEO Services		\$5,241.80	
			8910-1 Lake May Engineering Services		\$1,044.00	
			8910-3 Cortner Pavilion Remodel		\$363.32	
			8910 Lake Carroll Engineering Services		\$78.00	
			8910-2 SEO Services		\$1,635.08	
34431	1/18/2022	14413	MORTON		\$3,436.33	O
			5402437443 Road Salt		\$3,436.33	
34432	1/18/2022	14678	PA MUNICIPAL CODE ALLIANCE, IN		\$450.00	O
			37230 Inspection Services: Aug-Dec 2021		\$450.00	
34433	1/18/2022	975	PA MUNICIPAL HEALTH INSURANCE		\$19,433.67	O
			11722 February 2022: Major Medical, Dental, Vision		\$19,433.67	
34434	1/18/2022	244	PA UC FUND		\$112.91	O
			11822 2021 4th Qtr UC Pmt		\$112.91	

Check Register with Invoices

Borough of Carroll Valley

10-Feb-22

From: 01-Jan-22 To: 31-Jan-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34435	1/18/2022	874	PENNSYLVANIA ONE CALL SYSTEM, 935970 December 2021: Activity Fee		\$8.60 \$8.60	O
34436	1/18/2022	270	PSAB U/C PLAN 11822 4th Qtr 2021 Payment		\$108.48 \$108.48	O
34437	1/18/2022	14145	SALZMANN HUGHES, P.C. 11779 Representation as Borough Solicitor		\$2,534.02 \$2,534.02	O
34438	1/18/2022	14190	SAMS CLUB 11722 Renewal for 2022 Membership		\$180.00 \$180.00	O
34439	1/18/2022	1005	SECURITY BENEFIT GROUP 11822 Deffered Comp: Payroll dated 1/18/22		\$2,038.10 \$2,038.10	O
34440	1/18/2022	310	SHEALERS SEPTIC SERVICE 11722-1 STP: Sludge haul to Hsbg: December 2021 11722 HT: December 2021		\$5,034.00 \$900.00 \$4,134.00	O
34441	1/18/2022	14548	Stacy L. Krietz 11722 Office Cleaning: 1/1/22-1/15/22		\$316.00 \$316.00	O
34442	1/18/2022	17729	T-MOBILE 122 PL: Connection Card Data Plan: Svc11/22/21-12/21/2		\$130.64 \$130.64	O
34443	1/18/2022	14232	TALLEY PETROLEUM ENTERPR 11722 Fuel & Diesel Fuel: December 2021		\$2,969.35 \$2,969.35	O
34444	1/18/2022	14493	THE YORK WATER COMPANY 11722 Water: Svc 11/19/21-12/27/21		\$66.09 \$66.09	O
34445	1/18/2022	17719	TOSHIBA AMERICA BUSINESS SOLUT 5518733 Extra Copies		\$43.47 \$43.47	O
34446	1/18/2022	17713	TOSHIBA FINANCIAL SERVICES 462009820 January 2022: Copier Lease		\$332.33 \$332.33	O
34447	1/18/2022	14207	WEST PENN POWER 594-122 Ranch Trl: Svc 11/30/21-12/29/21 822-122 Green Trl: Svc 11/30/21-12/29/21 294-122 14 Ranch Trl: Barn: Svc 11/30/21-12/29/21 872-122 14 Ranch Trl: 11/30/21-12/29/21		\$2,593.99 \$10.17 \$7.57 \$129.04 \$350.79	O

Check Register with Invoices

Borough of Carroll Valley

10-Feb-22

From: 01-Jan-22 To: 31-Jan-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			218-122 Street Lights		\$2,096.42	
34448	1/18/2022	14622	WILLIAMS SCOTSMAN, INC.		\$532.50	O
			9012582787 STP: January 2022 Office Trailer		\$532.50	
34449	1/18/2022	1042	YORK/ADAMS TAX BUREAU		\$2,866.75	O
			11722 4th Qtr 2021: Local Tax Withheld		\$2,866.75	
Bank Total:					\$98,544.00	

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: TRASH CONTRACT UPDATE
DATE: 02/11/2022
CC: FILE

The bids for the solid waste contracts were opened in accordance with PA Borough Code on January 27, 2022. The bid tabulation is attached for your review. Mr. Mathews prepared a thorough evaluation of the bids received; it is attached for you as well.

On Monday, January 31, 2022, Waste Management representative, Michelle Deverin, sent the attached letter protesting the method used to determine the aggregate bid. Sam Wiser of Salzmann Hughes provided the following opinion:

"I was able to take a look at the waste contract bids as discussed.

The bid form on page 41 of the bid package states that "the Total Aggregate Bid Price is integral to determining the lowest responsive and responsible bidder". It should be noted that the "Aggregate Bid Price" is not a defined term.

The bid package, at page 40, makes clear that "Standard Per-Bag Service is an alternate choice for customers under the Bid Form..." As an alternative choice, customers cannot under any circumstances have the base service (Municipal Solid Waste Collection and Disposal) and the alternate (Standard Per-Bag). In addition, all bidders were provided with current data from the municipalities, including a breakdown of how many customers are currently utilizing each of the different service classes.

Accordingly, it would be reasonable, and easily quantifiable, to determine the lowest responsible bidder by multiplying each bid's price per customer with the total number of customers for each particular class of service, which would reflect a total aggregate bid price based on total number of customers. By applying such a calculation, the municipalities are in effect "aggregating" the bid prices by adding together the total costs for each class of service across the existing customer base and determining the total value of the contract. While the bid documents are not abundantly clear on how the total bid will be calculated, the above method is defensible for the reasons set forth above."

Action Requested: Motion awarding the 2022 Curbside Collection, Transportation and Processing of Municipal Solid Waste and Recyclables.

Bid Tabulation
Letting of January 27, 2022

		Waste Management	Parks
Option 1:			
MSW Collection and Disposal (Including Lg item, covered device recycling drop-off events, Bi-Weekly recycling) - Yearly Cost		\$337.80	\$303.00
	Customers	3171	3171
	Sub-total (a)	\$1,071,163.80	\$960,813.00
Standard per-bag service (12 tags)		\$20.00	\$60.00
	Customers	27	27
	Sub-total (b)	\$540.00	\$1,620.00
Additional bags		\$4.00	\$5.00
Wheeled Toter - Yearly Cost		\$27.00	\$24.00
	Customers	3171	3171
	Sub-total (c)	\$85,617.00	\$76,104.00
	Option 1 Aggregate TOTAL (a+b+c)	\$1,157,320.80	\$1,038,537.00
Option 2:			
MSW Collection and Disposal (Including Lg item, covered device recycling) - Yearly Cost		\$271.20	\$255.00
	Customers	3171	3171
	Sub-total (d)	\$859,975.20	\$808,605.00
Bi-Weekly Recycling (Optional to Customer) - Yearly Cost		\$66.60	\$84.00
	Customers	2482	2482
	Sub-total (e)	\$165,301.20	\$208,488.00
Standard per-bag service (12 tags)		\$20.00	\$60.00
	Customers	27	27
	Sub-total (f)	\$540.00	\$1,620.00
Additional bags		\$4.00	\$5.00
Wheeled Toter - Yearly Cost		\$27.00	\$24.00
	Customers	3171	3171
	Sub-total (g)	\$85,617.00	\$76,104.00
	Option 2 Aggregate TOTAL (d+e+f+g)	\$1,111,433.40	\$1,094,817.00

2022 TRASH CONTRACT BID ANALYSIS

CONTENTS	PAGE NUMBER
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II. PURPOSE OF DEFINITIONS	2
III. OBSERVATIONS REGARDING PAGE 41	2
IV. OBSERVATION REGARDING OPTION 2	2
V. OPTION 1	3
VI. MUNICIPALITIES DECISIONS	3
VII. CONCLUSION	3
VIII. CALCULATION OF LOWEST RESPONSIBLE BIDDER	4

I. DEFINITIONS

Integral. Necessary for completeness. (Webster's New World Dictionary, Second College Edition.)

Aggregate. Formed by combining into a single whole or total. (Black's Law Dictionary, Ninth Edition.)

Municipality. **1.** Municipal Corporation. **2.** The governing body of a municipal corporation. (Black's Law Dictionary, Ninth Edition.)

Municipality. A municipal corporation or a county. (Pennsylvania Consolidated Statutes, Title 8, Chapter 1, § 101.1)

Municipal Corporation. A city, town, or other local political entity formed by charter from the state and having the autonomous authority to administer the state's local affairs; esp., a public corporation created for political purposes and endowed with political powers to be exercised for the public good in the administration of local civil government. (Black's Law Dictionary, Ninth Edition.)

Municipal Corporation. A city, borough, incorporated town, township of the first or second class or any home rule municipality other than a county. (Pennsylvania Consolidated Statutes, Title 8, Chapter 1, § 101.1)

II. PURPOSE OF DEFINITIONS

1. The first full paragraph on page 10 of the bid request package reads:

“Each Municipality intends to award the contract to the overall lowest responsible bidder, as determined by the Municipality in its sole and absolute discretion to be in the best interest of the Municipality.”

2. The last line on page 41 reads:

“*** The Total Aggregate Bid Price is integral to determining the lowest responsive and responsible Bidder”

III. OBSERVATIONS REGARDING PAGE 41

Two options are provided.

Option 1 addresses two classes of customers.

1. Those that receive weekly solid waste collection that includes bi-weekly recycling and
2. Those that receive tagged bag pick-up.

Option 2 addresses three classes of customers.

1. Those that receive weekly solid waste collection with bi-weekly recycling;
2. Those that receive solid waste service that excludes bi-weekly recycling; and
3. Those that receive tagged bag pick-up.

IV. OBSERVATION REGARDING OPTION 2

Option 2 opens the door for residents to opt out of recycling.

Some of the benefits of recycling include job creation, energy saving, conserving natural resources, reducing incineration, reducing the volume of waste entering landfills, and reducing pollution.

Stepping back from providing for recycling by all residents is bad environmental policy that should not be entertained by municipal government.

While tag-bag service appears inconsistent with a recycling policy it should be noted that tag-bag service is utilized by just 0.84 percent of customers. These customers also tend to spend limited time in the respective municipality.

V. OPTION 1

Due to the environmental issues raised by Option 2, Option 1 should be the option selected by all of the municipalities.

As noted under OBSERVATIONS REGARDING PAGE 41, Option 1 addresses two classes of customers.

1. Those that receive weekly solid waste collection that includes bi-weekly recycling and
2. Those that receive tagged bag pick-up.

This Option like Option 2 includes a "Total Aggregate Bid Price" blank to be completed by the bidder. The "Total Aggregate Bid Price" issue is inadequately addressed because it does not make clear that separate bid prices are needed for each customer class. Afterall, it is unreasonable to assume that a system of aggregation would include the combination of two distinctly different classes of customers. Especially, when those customers receive significantly different levels of service. Further, combining the two classes of customers creates a situation where the supposed price per customer is higher than the actual price per customer.

The call for bids would have been clearer if it had made clear that the classes of customers would be considered separately and that the aggregate bid price would be based on the actual price times the number of customers in each class.

VI. MUNICIPALITIES' DECISIONS

1. Reject all bids and readvertise with amendments that clarify how the issue of aggregate prices will be addressed.
2. Select the overall lowest responsible bidder by calculating the total aggregate price for all customers in each class of customer and then adding the two classes together. This will provide a total cost of the contract covering all 3,198 customers as submitted by each bidder.

VII. CONCLUSION

Using the aggregate system discussed in **Section VI item 2**, Parks is the lowest responsible bidder. By exercising their sole and absolute discretion in using this aggregate system the municipalities serve the best interest of the municipalities and their residents by saving their residents a combined **\$118,783.80**.

This conclusion is based on the findings in **Section VIII. CALCULATION OF LOWEST RESPONSIBLE BIDDER** found on page 4 of this document.

It should be noted that if the aggregate were computed by adding up the cost of each service type (excluding additional bags since the quantity is unknown) the total for Waste Management would be \$384.80 and the price for Parks would be \$387.00 (a difference of \$2.20). If the price for one additional bag were added to the calculation for each bidder the price difference would increase to \$3.20. It is

noteworthy that, Waste Management’s \$20.00 Standard Per Bag Service (12 tags) is oddly low since the rate comes to \$1.67 per bag and it’s additional bag rate jumps to \$4.00 per bag. It seems reasonable to assume that had the Standard Per Bag Service (12 tags) price been comparable to their extra bag price, (as it was in the Park’s bid) Waste Management’s aggregate price would have been the higher price. **This process of adding up service type prices and mixing in different classes of customers is tantamount to comparing apples to oranges. Accordingly, the municipalities should calculate the total aggregate price for all customers in each class of customer and then add the two classes together.**

VIII. CALCULATION OF LOWEST RESPONSIBLE BIDDER

Service	Waste Management			Parks		
	Price Per Customer	Number of Customers	Total Cost	Price Per Customer	Number of Customers	Total Cost
MSW Collection and Disposal (Including Large Item, Covered Device Recycling Drop-Off Events, Bi-Weekly Recycling)	\$337.80	3171	\$1,071,163.80	\$303.00	3171	\$960,813
Wheeled Toter – Yearly Cost	\$27.00	3171	\$85,617	\$24.00	3171	\$76,104
Full Service Class Total			\$1,156,780.80			\$1,036,917
Standard Per Bag Service (12 Tags)	\$20.00*	27	\$540.00	\$60.00	27	\$1,620.00
Additional Bags	\$4.00 Each	Quantity Unknown	Unknown	\$5.00 Each	Quantity Unknown	Unknown
Bag Service Total			\$540.00			\$1,620.00
Total for Both Classes	\$384.80**		\$1,157,320.80	\$387.00**		\$1,038,537

**\$20.00 for 12 bags is \$1.67 per bag. This is oddly low considering each additional bag is priced at \$4.00 per bag.*

***These figures do not include additional bags since the quantity is unknown.*



WASTE MANAGEMENT OF PENNSYLVANIA, INC.
6994 Columbia Gateway Dr. Ste 200
Columbia, MD 21046

February 1, 2022

Gayle R. Marthers
Borough of Carroll Valley
On behalf of the SW Group, Adams County
5685 Fairfield Road
Fairfield, PA 17320

RE: Re-Bid of 2022 Curbside Collection, Transportation and Processing of Municipal Solid Waste and Recyclables
Multiple Municipalities of Adams County (listed below) are accepting sealed bids for:
Re-Bid of 2022 Curbside Collection, Transportation and Processing of Municipal Solid Waste and Recyclables

I am writing on behalf of Waste Management of Pennsylvania, Inc. (WM) and respectfully submitting a bid protest regarding the bid identified above. Specifically, in order to protect its rights and allow for a proper review of all applicable circumstances, WM protests the intent of the NW Group of Adams County's potential award to Parks based on the bid tabulation sent via email on February 1, 2022. The bid tabulation aggregate total does not represent the aggregate total in the bid specifications listed in option 1 or option 2 of the service contract.

Sincerely,

A handwritten signature in black ink that reads "Michelle Deverin". The signature is written in a cursive style.

Michelle Deverin
Waste Management of Pennsylvania, Inc.





Adams County Historical Society
368 Springs Avenue / P.O. Box 4325, Gettysburg, PA 17325
(717)334-4723 • info@achs-pa.org
www.achs-pa.org

January 18, 2022

Dear Carroll Valley Borough Council Members,

Thank you for allowing me to speak at your October 12th meeting last year. I enjoyed telling you more about the Adams County Historical Society and our plans for a new history center!

We were pleased to see that several weeks ago, the US Treasury Department issued its Final Rule on the American Rescue Plan Act (ARPA). Since then, we have discussed its implications with our financial advisors and legal counsel. I am pleased that the Final Rule has given townships and municipalities additional flexibility in the allocation of funds.

According to the Final Rule, "Assistance to Nonprofits" remains an eligible use of funds. I am enclosing our IRS Letter of Determination as proof of our non-profit status. I also enclose our preliminary, unaudited 2021 profit and loss report. Due to COVID-19, we lost approximately \$102,000, mostly in donations to our general operating fund. In addition, COVID-19-related inflation caused a dramatic increase to our construction budget, as stated in the enclosed letter from our architect, outlining the negative economic impact ACHS sustained due to the pandemic. Some materials, like wood and metal, increased dramatically in price. Thus, we had to direct substantial funding out of our operating fund to pay for construction, which is now underway and scheduled to finish by the end of the year.

I hope that the Carroll Valley Borough Council will consider supporting ACHS with an allocation of the ARPA funding it has received. This will allow us to complete our exciting new home for Adams County history, including a museum, archive, and education center where Carroll Valley residents will be able to gather and find inspiration from our shared heritage.

With this letter, I would like to formally request 5% of Carroll Valley's total ARPA funding, totaling \$20,630.

We will honor this contribution with recognition of the Carroll Valley Borough Council on our supporter wall inside the new history center.

I can be reached at (717)357-3999, my personal cell phone, if you have any additional questions or comments.

You may also reach out to Jennifer Yeatts at Smith Elliott Kearns, LLC, Auditors, for additional questions regarding our ARPA funding eligibility: jyeatts@sek.com, or 717-637-5915.

Thank you for considering an investment in our history!

Andrew Dalton, Executive Director
Adams County Historical Society
director@achs-pa.org / (717)357-3399



Address any reply to:

~~900 Arch St Philadelphia Pa 19106~~

Department of the Treasury

E. O. Determination Section

P. O. Box 1337

Scranton, Pa. 18501

District Director

Internal Revenue Service

Date:

JAN 25 1974

In reply refer to:

AU:2112:CW



▷ The Adams County Historical Society
Drawer A
Gettysburg, Pa. 17325

Gentlemen:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined you are not a private foundation within the meaning of section 509(a) of the Code, because you are an organization described in section 170(b)(1)(A)(vi).

You are not liable for social security (FICA) taxes unless you file a waiver of exemption certificate as provided in the Federal Insurance Contributions Act. You are not liable for the taxes imposed under the Federal Unemployment Tax Act (FUTA).

Since you are not a private foundation, you are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes under sections 2055, 2106, and 2522 of the Code.

If your purposes, character, or method of operation is changed, you must let us know so we can consider the effect of the change on your exempt status. Also, you must inform us of all changes in your name or address.

If your gross receipts each year are normally more than \$5,000, you are required to file Form 990, Return of Organization Exempt From Income Tax, by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, for failure to file a return on time.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T. In this letter we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Please keep this determination letter in your permanent records.

Sincerely yours,

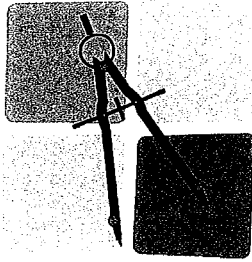
Alfred L. Whinston
Alfred L. Whinston

District Director

Adams County Historical Society
P & L - Operations
January through December 2021

Cash Basis

	<u>Jan - Dec 21</u>
Ordinary Income/Expense	
Income	
ACNB Systematic Redemption	1,000.00
Grant Income	24,000.00
Investment Income	8,091.63
Membership Dues	53,375.00
Sales	15,576.85
Temporary Restricted Donations	782.12
Unrestricted Donations	<u>37,621.92</u>
Total Income	140,447.52
Expense	
Administrative Costs	34,121.30
Building Repairs & Maintenance	2,599.00
Insurance	2,445.39
Marketing & Development	10,522.86
Partnerships & Networking	2,211.09
Payroll Expenses	147,767.69
Professional Fees	16,807.50
Program Expense	7,017.63
Storage - Artifact	6,855.00
Taxes & Fees	2,414.31
Utilities	<u>9,753.33</u>
Total Expense	<u>242,515.10</u>
Net Ordinary Income	<u>-102,067.58</u>
Net Income	<u><u>-102,067.58</u></u>



Philip A. Frey, AIA, Project Architect
110 Greenleaf Road, York, PA 17406
717-515-3508, pfrey1@comcast.net

REPORT, January 14, 2022

RE: **ACHS Museum, Archives & Education Center RACP Project
Construction Costs --- Pandemic Increases, Prevailing Wage Increases**
TO: Andrew Dalton, Executive Director, Adams County Historical Society

Hindsight makes construction costs easier to forecast. Increases did occur from the original estimates until the actual costs were established. This report will quantify two primary factors.

April 2020, Schematic Design Estimate

During Schematic Design the Architect prepared an "Opinion of Cost Report." We researched the average square foot costs for similar building and construction types. We enforced that cost containment will require basic structural and product selections. With frugal planning the intention was to achieve \$150 SF. With budget contingencies the museum building was estimated at about \$4,000,000 / 25,300 SF = \$158 per SF (square foot).

May 2021, Bid Results

The project was then designed during the pandemic year of 2020. Three qualified local general contractors submitted bid proposals. Conewago Enterprises, Inc. was the successful low bidder:
Construction as a Private Project: \$4,867,618 / 25,300 SF = \$192 per SF.
Construction using Prevailing Wages: \$5,589,212 / 25,300 SF = \$221 per SF.

Pandemic Increases

During the 1-year design period, the pandemic caused product and labor cost increases, and the industry news and contractors described construction prices as rising about 20%. The April 2020 estimate of \$4,000,000 + 20% = \$4,800,000, which approximates the actual bid listed above for a private project. The "Pandemic Increase" was approximately \$800K on the museum contract.

Prevailing Wages Increases

With the ACHS ultimately being awarded a grant from the (RACP) Redevelopment Assistance Capital Program, the entire museum building was awarded with the prevailing wages bid listed above, which is good for the Adams County economy. The actual "Prevailing Wages Increase" was \$722K or about 15%.

January 2022, Comments

With the inspiration of the building design and the success of the capital campaign, ACHS had the courage to proceed with the project. ACHS continues to monitor all expenses wisely and is confident that completing this quality building will be a wise investment. ACHS continues to work diligently to overcome the pandemic cost increases. With the resolve of many dedicated donors, the goal remains to complete the project without debt.

P. Frey, AIA

Philip A. Frey, AIA, Project Architect
In association with Johnston & Associates, Inc.

UNFINISHED BUSINESS



Funding Solutions

Update to Council

February 10, 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

The Borough has received the first reimbursement request payment of \$236,832. GMS has drafted 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.

Next Steps: The grant expires on June 30, 2022. Since the project is not yet fully complete, GMS is drafting an extension request for the Authority's review and consideration. Once reviewed, the Authority should sign and GMS will provide to DCED. In addition, the Authority should sign the payment request form and return to GMS – once received GMS will submit the second reimbursement request. The Authority should provide additional AFPs 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 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. Once the Project has been bid, GMS will need copies of the public advertisement, bid responses, and bid tabulation. GMS has confirmed with the Borough to submit design costs for reimbursement. GMS is drafting the reimbursement request and will add in additional design costs received to-date.

CARLISLE

354 Alexander Spring Rd.
Carlisle, PA 17015

www.GMSFundingSolutions.com
(717) 552-2639

HARRISBURG

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

February 10, 2021

Next Steps: 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.

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

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: In January 2022, the US Department of Treasury published the final rule. The most significant difference 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 that up to \$10 Million is 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. If the Borough desires to utilize the revenue loss provision, this will need to be explicitly stated in the April 2022 report.

Alternatively, the Borough can work with their auditor/accountant to calculate the actual lost revenue. 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 contacted the Borough about a potential funding opportunity for the Broadband Project: Statewide Local Share Account (LSA). This is the first year the Statewide LSA has been available and it is a fairly flexible funding source geared at providing a community and economic benefit. A notice of funding availability (NOFA) was provided to the Borough. However, GMS was informed on a 2/3/22 phone call that the broadband provider may be covering these project costs directly.

Next Steps: The Borough should confirm if the provider will be covering these Project costs or if a Statewide LSA grant application is desired no later than February 15. The application is due March 15.

FEDERAL INFRASTRUCTURE BILL

GMS is continuing 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," this detail should be forwarded to GMS.

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



NEW BUSINESS

FOR YOUR INFORMATION

Municipal Services Report
January
2022

Road Work: 378 Man-Hours

- Road work performed in January included:
 - Snow removal and road treatment for two snow events
 - Damaged Delineator replaced on Stine Trail
 - Anti-Skid material hauled from SGI to the Ranch Trail and Fairfield Road municipal facilities, mixed with salt and stockpiled under cover
 - Salt delivery was made to Fairfield Road Facility where it was mixed with antiskid and stored under cover.
 - Two stop signs were repaired. Meadowlark and Swallow Trail and Carol and Collen intersections. Both were damaged, Posts were replaced.
 - Several mailbox repairs from snow damage
 - Down tree was removed from Vista trail

Equipment Maintenance and Repair: 502.5 Man-Hours

- Municipal Services/Parks/Zoning/STP Departments:
 - Knives were replaced on EQMS6 (Bandit chipper): MS Dept.
 - Shifter linkage was adjusted on MS 4 (2001 Chevy Bucket truck): M.S. Dept.
 - Hydraulic hose replaced on MS 6 (2012 International S/A Dump Truck): M.S. Dept.
 - Maintenance completed including lubrication and fluid checked on EQMS3 (2004 Caterpillar loader) was lubricated and Fluid checks
 - Calcium Pump was mounted and adjusted, and fluids were checked on MS1 (2021 Mack S/A dump truck): M.S. Dept.
 - All plow trucks were washed after the snow events
 - New rear brakes installed on MS11 (2016 F-550 Dump truck): M.S. dept.
 - Annual inspection on MS2 (2000 F-350 Pick-up) M.S. dept.
 - Snowplow cutting edges were replaced on three snowplows
 - Tire chains were flipped on two of the Single Axle dump trucks and tightened.
 - A hydraulic hose was replaced, all Brakes and Calipers were removed, cleaned, and inspected on MS 3 (2010 F550 dump truck): M.S. Dept
 - MS11 (2016 f550) was transported to Crouse Ford for reprogramming of Engine Control Module: M.S. Dept.

Police Department: 5 man-hours

- New battery was installed in PL 25 (2010 Ford Expedition): Police Dept.
- New Battery was installed in PL24 (2014 marked Charger): Police Dept.
- Transported Police vehicles from Borough Office after routine calibrations were performed

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

Parks and Property Maintenance: 169 Man-Hours

- Carroll Commons Park
 - Routine maintenance which included leveling walking paths and trash collection.
 - Clean and sanitize playground equipment
 - Met with Keystone Foundations to get quote to repair Lake Carroll spillway

- Carroll Valley Borough office
 - Christmas decorations and Santa's mailbox removed from office lobby.
 - Hallway lighting was repaired
 - All Carpets were cleaned

- Ranch Trail
 - Routine maintenance to include trash collection and cleaning sidewalks of antiskid and debris
 - Clean and sanitize playground equipment

- Lake May
 - Routine Maintenance to include trash collection and snow removal

- Lake Kay Mini Park
 - Routine Maintenance to include trash collection and snow removal

- MS Facilities
 - Repaired frozen outside frost-free hydrant
 - Installed new LED lighting in Maintenance Bay
 - Cleaned all concrete flooring in shop bays
 - Removed delaminating flooring in MS office area

Miscellaneous, Admin and Training: 53 Man-Hours

- Staff Meetings
- Met with contractors regarding pavilion renovations

Sewer Treatment Plant: 5 Man-Hours

- MS employee performed daily requirements at the Wastewater treatment plant for several days while the normal operator was on vacation
- Continuing cross training employees to assist STP operator with daily duties

Paid Time Off: 87.5 Man-Hours

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

Hours/Mileage Jan. 2022	Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours
	MS1	2021 Mack Granite	943.7	1179	235.3
	MS2	2000 Ford F-350	153207	153539	332
	MS3	2010 Ford F550 D/T	45588	46385	797
	MS4	2001 Chevy B/T	81415	81465	50
	MS5	2007 Freightliner Sweeper Truck	15312.3	15314	1.7
	MS6	2012 INT 7400 D/T	12513	12688	175
	MS7	1999 Int 5000 D/T	118373	118616	243
	MS8	2015 Mack Granite	12466	12678	212
	MS10	2012 Ford F550 D/T	72541	73534	993
	MS 11	2016 Ford F550 D/t	31807	32614	807
	Total Mileage for January				3846
	EQMS2	2006 Bobcat Skid loader	769	769	0
	EQMS3	2004 CAT IT 14G loader	4250.6	4318	67.4
	EQMS4	580 John Deere 570B Grader	734.8	735	0.2
	EQMS5	6310 John Deere Boom Mower	1188.7	1188.7	0
	EQMS6	Bandit Brush Chipper	315.7	315.7	0
	EQMS10	2019 JCB Backhoe	859.2	894.2	35
	EQPK1	2015 Scag Mower	1030	1030	0
	EQPK3	301A John Deere tractor	Hour meter inoperable		
	EQPK 6	2018 Simplicity mower	297	297	0
	Total Equipment hours				102.6

Carroll Valley

Activity Summary Report By Account For Product

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

		Number of Transactions		Qty	Amount
Account: 001		Highway dept			
Product 01	Unleaded	1	Avg Price: \$1.000	22.000	\$22.00
Product 02	Diesel	43	Avg Price: \$1.000	969.600	\$969.60
Account Totals:		<u>44</u>	Avg Price: \$1.000	<u>991.600</u>	<u>\$991.60</u>
Account: 002		Police Dept			
Product 01	Unleaded	16	Avg Price: \$1.000	169.400	\$169.40
Account Totals:		<u>16</u>	Avg Price: \$1.000	<u>169.400</u>	<u>\$169.40</u>
Account: 003		Codes			
Product 01	Unleaded	2	Avg Price: \$1.000	23.000	\$23.00
Account Totals:		<u>2</u>	Avg Price: \$1.000	<u>23.000</u>	<u>\$23.00</u>