



**BOROUGH OF CARROLL VALLEY
COUNCIL REORGANIZATION MEETING
MONDAY, JANUARY 3, 2022 – 7:00 P.M.
BOROUGH OFFICE**

AGENDA

Ronald J. Harris, Mayor, Presiding (until election of Council President)
Pledge of Allegiance
Roll Call

1. Presentation of Certificates of Election to Borough Secretary and Swearing in of Elected Officials (as needed)
2. Election of President and Vice President of Council
3. Affirmation of Committee Structure
4. Reappointment of Borough Officers, Committee Members, Consultants, etc.
5. Reappointment of Representatives to County Committees
6. Authorized Account Signatories
7. New Business
8. Open to the Public
9. Adjournment

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: 2022 APPOINTMENTS
DATE: 01/03/2022
CC: FILE

Committee Appointments for terms that expired on December 31, 2021 are highlighted on the attached document and named below for your consideration of reappointment:

Finance Committee	(5-year term)
Ronald Harris	
Frank Buhrman	
Sarah Skoczen	
Parks, Recreation & Environmental Advisory Council	(5-year term)
Crystal Durbin	
Planning Commission	(4-year term)
John Schubring	
Trish Rowe	
Public Safety	(4-year term)
Dan Patton	
Sewer & Water Authority	(5-year term)
Richard Mathews	
Ron Harris	
Vacancy Board	(1-year term)
Frank Buhrman	
Zoning Hearing Board	(3-year term)
Sean Jones	

Current Vacancies:

Parks, Recreation & Environmental Advisory Council	(5-year term)
Vacancy	Term Expiration: 12/31/2024
Planning Commission	(4-year term)
Vacancy	Term Expiration: 12/31/2023
Vacancy	Term Expiration: 12/31/2025
Sewer & Water Authority	(5-year term)
Vacancy	Term Expiration: 12/31/2023
Zoning Hearing Board	(3-year term)
Vacancy (alternate)	Term Expiration: 12/31/2022

The Borough maintains agreements with the following Professional Consultants and County and Regional Committees. I ask that you review the list and consider the Re-Appointment of those listed:

Borough Professional Consultants:

Solicitor: Salzmann Hughes, PC
Sewage Enforcement Officer: KPI Technology

Auditor: Boyer & Ritter, LLC
Engineer: KPI Technology

Borough Delegates to County Committees:

Adams County Tax Collection Committee (ACTCC)
Adams County Council of Government (ACCOG)

York Adams Tax Bureau (YATB)
Fairfield Regional EMA (FREMA)

Delegate: Ron Harris, Mayor
Alternate: Gayle Marthers, Asst. Borough Manager

BOROUGH OF CARROLL VALLEY

Elected Officials, Appointed Authorities, Boards, Commissions & Committees

Term Expires:

BOROUGH COUNCIL (4yr)

Bruce Carr	12/31/2023
Jessica Kraft	12/31/2023
John Schubring	12/31/2023
Michael Wight	12/31/2023
Ron Harris, Mayor	12/31/2025
David Lillard	12/31/2025
Richard Mathews, President	12/31/2025
Robert Verderaime, Vice President	12/31/2025

PARKS, RECREATION & ENVIRONMENTAL ADVISORY COUNCIL (5 yr)

Crystal Durbin	12/31/2021
Jennifer Jarrell	12/31/2022
Jessica Kraft	12/31/2022
Tim Skoczen, Chair	12/31/2023
Vacancy	12/31/2024

FINANCE COMMITTEE (5 yr):

Ronald Harris, Chair	12/31/2021
Frank Buhrman	12/31/2021
Sarah Skoczen	12/31/2021
Jason Shay	12/31/2023
Beth Cool	12/31/2025

PLANNING COMMISSION (4 yr)

John Schubring	12/31/2021
Trish Rowe	12/31/2021
Frank Henry	12/31/2021
David Lillard	12/31/2022
Michael Wight, Chair	12/31/2022
Sara Laird	12/31/2022
Sarah Skoczen	12/31/2023
Vacancy	12/31/2023
Owen Phelan	12/31/2023

SEWER & WATER AUTHORITY (5yr)

Term Expires

Richard Mathews	12/31/2021
Ron Harris	12/31/2021
N. Kenneth Lundberg, Chair	12/31/2023
Vacant	12/31/2023
David Lillard	12/31/2025
Bruce A. Carbaugh	12/31/2025
Bruce Carr	12/31/2025

ZONING HEARING BOARD (3yr)

Sean Jones	12/31/2021
Harry Fisher	12/31/2022
Vacant (alternate)	12/31/2022
Anthony Golden	12/31/2023
Attorney Harold Eastman, Solicitor	

VACANCY BOARD (1yr)

Frank Buhrman	12/31/2021
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CIVIL SERVICE COMMISSION (6yr)

Kevin Koons	02/07/2022
John Davis	02/04/2024
N. Kenneth Lundberg	02/02/2026

PUBLIC SAFETY COMMITTEE (4yr)

Dan Patton	12/31/2021
Anthony Golden	12/31/2023
Ron Harris, Chair	12/31/2023
John Svalina	12/31/2023
Brian R. Wheeler	12/31/2024
Ad-Hoc Member: EMA Coordinator (FREMA)	

TREE BOARD (3YRS)

Daryl Despres	12/31/2021
Lori Kolenda, Chair	12/31/2022
Vacancy	12/31/2022
Bret Robinson	12/31/2023
Vacancy	12/31/2023

Additional Elected Officials:

Tax Collector:	(4 year term)	
Phyllis Doyle-Smith		12/31/2025
Constable:	(6 year term)	
Stephen Beans		12/31/2027



Check Writing Authorization

Questions? Call 1-800-572-1472

Instructions: Complete this form to request the ability to redeem PLGIT shares by check. Submit this form through EON, or fax or mail this form to the fax number or address at the bottom of the page.

ACCOUNT INFORMATION: (Please fill this section out completely.)

CSGV2020.03

Investor Name: Borough of Carroll Valley Investor TIN : 23 - 1941394

Please list the account number(s) or account title(s) to which this form applies:

- | | | | |
|--------------------------------|--------------------------------|--------------------------------|---------------------------------|
| 1. <u> </u> | 4. <u> </u> | 7. <u> </u> | 10. <u> </u> |
| 2. <u> </u> | 5. <u> </u> | 8. <u> </u> | 11. <u> </u> |
| 3. <u> </u> | 6. <u> </u> | 9. <u> </u> | 12. <u> </u> |

Reason for Request:

- New Order
- Update Check Signers/Verifiers *(This form replaces all authorized check signers/verifiers previously on file, so all authorized check signers must sign below.)*

PRINTING OPTIONS: (Please select one of the following options.)

- Please order checks on our behalf. *(Please complete and send the PLGIT Order Form along with this document.)*
- Please send us a Specification Sheet for our printer/software administrator.

CHECK SIGNERS and VERIFIERS: (For Trust records, please list and indicate in this section individuals who are either authorized to sign or verify checks on the above account. Those authorized to verify checks will receive email notifications of and are responsible for reviewing checks presented against the above account. Check Verifiers need to complete a Contact Record form, if not already on file.)

1. Name: <u>Gayle Marthers</u>	Title: <u>Borough Secretary</u>	Sign <input type="checkbox"/>	Verify <input checked="" type="checkbox"/>	Signature: <u>X</u>
2. Name: <u>David A. Hazlett</u>	Title: <u>Borough Manager</u>	Sign <input checked="" type="checkbox"/>	Verify <input type="checkbox"/>	Signature: <u>X</u>
3. Name: <u>Richard Mathews</u>	Title: <u>Council President</u>	Sign <input checked="" type="checkbox"/>	Verify <input type="checkbox"/>	Signature: <u>X</u>
4. Name: <u>Michael Wight</u>	Title: <u>Councilman</u>	Sign <input checked="" type="checkbox"/>	Verify <input type="checkbox"/>	Signature: <u>X</u>
5. Name: <u>Bruce Carr</u>	Title: <u>Councilman</u>	Sign <input checked="" type="checkbox"/>	Verify <input type="checkbox"/>	Signature: <u>X</u>
6. Name: <u>David Lillard</u>	Title: <u>Councilman</u>	Sign <input checked="" type="checkbox"/>	Verify <input type="checkbox"/>	Signature: <u>X</u>

CERTIFICATION: (Please have an authorized contact, as designated per Trust records, read, sign, and date this section.)

By signing below:

- I designate the individuals listed above as check signers and/or check verifiers for the Investor and account listed above, and certify that the signatures appearing above are true and authentic signatures of the check signers and verifiers;
- I authorize the check order specified above and the imposition of any charges related to the order;
- I authorize Wells Fargo Bank, N.A. to honor checks drawn by any of the check signers above on the account of Pennsylvania Local Government Investment Trust and to effect a redemption of sufficient shares in our Pennsylvania Local Government Investment Trust account to cover payment of such checks. I understand that: (1) this privilege may be terminated at any time by Pennsylvania Local Government Investment Trust or the bank and neither shall incur any liability to the check signers above for honoring such checks, or for effecting redemptions to pay such checks, or for returning checks which have not been accepted; (2) no check shall be issued, honored, or redemption effected, for any amounts represented by shares, unless payment for such shares has been made in full and any checks given in such payment have been collected through normal banking channels and procedures; (3) Pennsylvania Local Government Investment Trust will not monitor specifications requiring multiple signatures, dollar limits, or void-by dates and any such specifications are solely for investors' internal purposes; and (4) this privilege is described in and subject to all the terms and conditions contained in the Pennsylvania Local Government Investment Trust Information Statement, including the Supplement thereto dated March 10, 2020, as well as any additional updates that may occur;
- I acknowledge that: (1) the Investor is responsible for designating check verifiers and reviewing checks presented against the account in accordance with the terms and conditions contained in the Pennsylvania Local Government Investment Trust Information Statement, including the Supplement thereto dated March 10, 2020, as well as any additional updates that may occur; (2) the Investor shall notify PLGIT Client Services of any checks that should not be paid by 12pm on the business day following the presentment of checks; (3) no action taken by the Investor by 12pm on the business day following the presentment of checks shall be understood as an affirmation that the checks presented should be paid; (4) in the event the Investor fails to review presented checks and payment occurs, the Investor will be responsible for any loss of funds; and
- I certify that I have received a copy of the Trust's Information Statement, including the Supplement thereto dated March 10, 2020, as well as any additional updates that may occur, and agree that the Investor will be bound by the terms of such document.

<u>X</u>	<u>01/03/2022</u>	<u>(717) 642-8269</u>
Authorized Signature	Date	Phone #
<u>Gayle R. Marthers</u>	<u>Borough Secretary</u>	<u>gayle@carrollvalley.org</u>
Print or Type Name of Authorized Signatory	Title/Position	Email Address

Any document containing sensitive information received by email will not be accepted. Please send by uploading through EON, fax, or mail.

SEND VIA EON: Log into Account Access (For Existing Click 'Contact' link EON Users only) Select file to upload - Send message	FAX TO: PLGIT Client Services Group 1-800-252-9551	MAIL TO: PLGIT Client Services Group P.O. Box 11760 Harrisburg, PA 17108-1760
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PROGRAM USE ONLY	
V2020.03	INITIALS
Processed	
Confirmed	

33RD SENATORIAL DISTRICT

- ☐ SENATE Box 203033
HARRISBURG, PA 17120-3033
PHONE: 717-787-4651
FAX: 717-772-2753
- ☐ 37 SOUTH MAIN STREET, SUITE 200
CHAMBERSBURG, PA 17201
PHONE: 717-264-6100
FAX: 717-264-3652
- ☐ 33 YORK STREET
GETTYSBURG, PA 17325
PHONE: 717-334-4169
FAX: 717-334-5911



Senate of Pennsylvania

**DOUG MASTRIANO
SENATOR**

December 17, 2021



COMMITTEES

INTERGOVERNMENTAL OPERATIONS
CHAIR

GAME & FISHERIES, VICE CHAIR

AGRICULTURE & RURAL AFFAIRS

EDUCATION

STATE GOVERNMENT

SENATORMASTRIANO.COM

FACEBOOK.COM/SENATORDOUGMASTRIANO/

TWITTER.COM/SENMASTRIANO

INSTAGRAM.COM/SENATORMASTRIANO/

Greetings:

On Friday, January 21, 2022, I will have the honor of hosting a breakfast for local government officials in the Adams and York portions of the 33rd Senate District. All representatives, commissioners, mayors, council members, supervisors, and managers from this portion of the district are invited to join me.

As there are many newly elected officials, this is primarily a meet and greet. I am interested in hearing the issues and concerns of the district; I and my staff look forward to discussing ways that my office can be of assistance to you. Together we can build a better future for Pennsylvania's citizens. I would like you to take a moment to share any questions or concerns that you have. Please fill out the enclosed form, scan, and return to rebersole@pasen.gov prior to the breakfast.

The breakfast will be held from 7:00am to 9:00am at the Heidlersburg Fire Company, 2720 Heidlersburg Rd., Gettysburg, PA. 17325. Pre-registration is required. Please contact Ruth Ebersole (rebersole@pasen.gov) no later than Friday, January 7th to reserve your place at this event.

I look forward to meeting everyone on Friday, January 21, 2022.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Mastriano".

Senator Doug Mastriano

Municipality/Borough: _____

Issue/Concern/Question: _____

Please provide the names and email addresses of your elected officials, effective January 2022.

Name _____ Name _____

Email _____ Email _____

Name _____ Name _____

Email _____ Email _____

Name _____ Name _____

Email _____ Email _____

Name _____ Name _____

Email _____ Email _____

Name _____ Name _____

Email _____ Email _____

Name _____ Name _____

Email _____ Email _____

If you would like to schedule a meeting please go to <https://senatormastriano.com>, Scheduling Request.