



**BOROUGH COUNCIL AGENDA**  
**TUESDAY, JUNE 14, 2022 – 7:00 P.M.**

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

**REGULAR MEETING**

1. **Approval of Minutes: May 10, 2022**
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**
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 Reports**
6. **Committee Reports**
  - a. Parks, Recreation and Environmental Advisory Committee
  - b. Planning Commission
7. **Administrative Business – Borough Manager**
  - a. Treasurer's Report – May 2022
  - b. Municipal Building Mortgage Payoff
  - c. Police Hiring Ad Hoc Group – Police Vacancy
  - d. 2021 Liquid Fuels Audit
  - e. Repository Sale
  - f. Zoning Ordinance Concerns
  - g. Capital Purchase
8. **Unfinished Business**
  - a. Grant Funding Updates
  - b. High-Speed Broadband Update
  - c. Cortner Pavilion Project Update
  - d. Civil Service Commission Alternate Member Appointments
9. **New Business**
10. **Open to the public**
  - a. Citizens wishing to comment will be asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
11. **Adjournment**

## APPROVAL of MINUTES

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# ORDINANCES and RESOLUTIONS

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# MAYOR'S REPORT

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# May 2022 Police Report

by

Chief Richard L Hileman II  
Carroll Valley Borough Police



## Special News / Achievements:



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

- It appears that the Department will receive \$8,460 to replace/ update our current body worn camera program and an additional \$1,540 to offset personnel costs related to the program update. The funding will come from Small, Rural, and Tribal Body-Worn Camera Program through the Bureau of Justice Assistance (BJA) of the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ).



**Small Rural Tribal**  
BODY WORN CAMERA PROGRAM

## Special Events:

- In May, officers participated in the Border-to-Border initiative to promote the use of seatbelts and child safety seats. Officers worked details funded by grants.
- Pennsylvania law requires any occupant younger than 18 to buckle up when riding in a vehicle, as well as drivers and front-seat passengers. Children under the age of 2 must be secured in a rear-facing car seat, and children under the age of 4 must be restrained in an approved child safety seat. Children must ride in a booster seat until their eighth birthday.



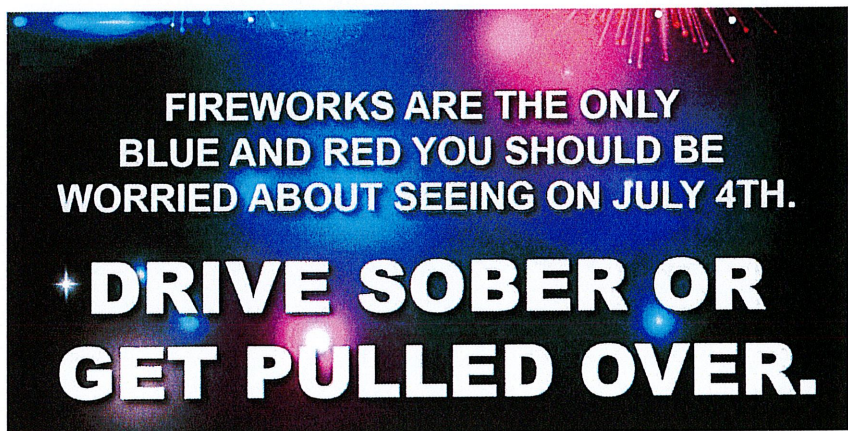
- In 2021 there were 12,672 crashes in Pennsylvania where at least one occupant was not wearing a seat belt, resulting in 378 fatalities.
- In 2020, it is estimated that 94% of unbelted occupants, or 305 people, who were killed in crashes while traveling in passenger vehicles, including cars, small trucks, vans, and SUVs, could have survived if they had been buckled up.
- Sobriety checkpoints and/or DUI roving patrols will be conducted in Adams, Lancaster, and York Counties as part of both a national and statewide Fourth of July impaired driving crackdown, the Center for Traffic Safety said Friday.

Local activity will continue through July 10, according to the Center for Traffic Safety.

"Independence Day celebrations often include cook-outs, picnics, boating,

and time spent with family and friends," the Center said in a press release. "Unfortunately, this iconic holiday is also one of the deadliest holidays of the year due to impaired driving."

"For as many good memories as the Fourth of July holiday can provide, it can also create devastating nightmares for families who lose a loved one due to impaired driving."



## 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:  
06/09/2022

Beginning Date: 05/01/2022

Ending Date: 05/31/2022

Page 1 of 1

Agency: All

Municipality: Carroll Valley Borough

Total Offenses 3 Clearance Rate 0  
% change from last year -66.67% Last years rate 33.33%

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

### Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny			1
Motor Vehicle Theft			
Arson			
Simple Assault			1
Intimidation			
Bribery			
Counterfeiting/Forgery			
Vandalism			2
Drug/Narcotic Violations			2
Drug Equipment Violations			1
Embezzlement			
Extortion/Blackmail			
Fraud	2		2
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy	1		
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>3</b>		<b>9</b>

### Crime Against Person

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

### Crime Against Property

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

### Crime Against Society

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

### 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	1
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	1
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
<b>Total Group A Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</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	1
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
<b>Total Group B Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Total Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>

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	3	ALARM	21
ANIMAL COMPLAINT	1	ANIMAL COMPLAINT	13
ASSIST - FIRE/EMS	2	ASSIST - FIRE/EMS	49
ASSIST - OTHER POLICE	5	ASSIST - OTHER POLICE	11
BURGLARY	1	BURGLARY	1
DISTURBANCE/NOISE	1	CHILD WELFARE	2
DOMESTIC DISTURBANCE	9	CRIMINAL MISCHIEF	3
FRAUD	2	DISTURBANCE/NOISE	7
MENTAL HEALTH / WELFARE	5	DOMESTIC DISTURBANCE	38
MISC CALL FOR SERVICE	12	DRIVING UNDER THE INFLUENCE	1
SEX OFFENSE	1	DRUG ACTIVITY	1
SUSPICIOUS ACTIVITY	3	FRAUD	8
TRAFFIC COMPLAINT	8	MENTAL HEALTH / WELFARE	20
TRESPASS	1	MISC CALL FOR SERVICE	51
VEHICLE CRASH	2	SEX OFFENSE	1
VEHICLE STOP	13	SUSPICIOUS ACTIVITY	9
Z COURT / JUSTICE	1	THEFT	18
Z FOLLOW-UP	10	THREATS / HARRASSMENT / STALKING	7
<b>Grand Total</b>	<b>80</b>	TRAFFIC COMPLAINT	39
		TRESPASS	4
		VEHICLE CRASH	12
		VEHICLE STOP	45
		Z COURT / JUSTICE	5
		Z FOLLOW-UP	46
		<b>Grand Total</b>	<b>412</b>

## Traffic Enforcement:

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



Citation, Faulty Equipment and Warning	Count:
1301 (Title 75) - Registration and certificate of title required	5
1311 (Title 75) - Registration card to be signed and exhibited on demand	2
1501 (Title 75) - Drivers required to be licensed	1
1511 (Title 75) - Carrying and exhibiting driver's license on demand	1
1786 (Title 75) - Required financial responsibility	3
3362 (Title 75) - Maximum speed limits	7
4581 (Title 75) - Restraint systems	2
4703 (Title 75) - Operation of vehicle without official certificate of inspection	2
<b>Grand Total</b>	<b>23</b>

**Miscellaneous:**

Calls for Service		May 2021	May 2022	YTD 2021	YTD 2022
	Calls from Public	84	67	530	359
	Officer initiated	45	13	218	53
	Total CV Calls	129	80	748	412

Vehicle Mileage			
	Starting	Ending	Total
2017 Dodge Charger Unmarked	19,672	20,111	439
2017 Dodge Charger Marked	65,277	65,339	62
2014 Dodge Charger Unmarked	89,003	90,419	1,416
2014 Dodge Charger Marked	86,214	86,294	80
2010 Ford Exp Marked	82,993	82,993	0
		Total	1,997



# May 2022 Fairfield Police Report Supplement



by  
Chief Richard L Hileman II  
Carroll Valley Borough Police

## Calls for Service:

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

Fairfield Calls for Service Month	Total	Fairfield Calls for Service YTD	Total
ALARM	1	ALARM	6
ANIMAL COMPLAINT	1	ANIMAL COMPLAINT	2
ASSIST - FIRE/EMS	2	ASSAULT	2
DISTURBANCE/NOISE	1	ASSIST - FIRE/EMS	20
MENTAL HEALTH / WELFARE	1	CHILD WELFARE	1
MISC CALL FOR SERVICE	4	CRIMINAL MISCHIEF	6
MISSING/LOST PERSON	1	DISTURBANCE/NOISE	3
SUSPICIOUS ACTIVITY	2	DOMESTIC DISTURBANCE	5
THEFT	1	MENTAL HEALTH / WELFARE	4
THREATS / HARRASSMENT / STALKING	3	MISC CALL FOR SERVICE	11
TRAFFIC COMPLAINT	2	MISSING/LOST PERSON	2
TRESPASS	1	SUSPICIOUS ACTIVITY	4
VEHICLE CRASH	2	THEFT	1
VEHICLE STOP	3	THREATS / HARRASSMENT / STALKING	7
Z FOLLOW-UP	3	TRAFFIC COMPLAINT	4
<b>Grand Total</b>	<b>28</b>	TRESPASS	1
		VEHICLE CRASH	3
		VEHICLE STOP	25
		Z FOLLOW-UP	18
		<b>Grand Total</b>	<b>125</b>

## Citations:

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

Citation, Faulty Equipment and Warning	Count:
1101 (Title 75) - Certificate of title required	1
1301 (Title 75) - Registration and certificate of title required	2
1786 (Title 75) - Required financial responsibility	1
4703 (Title 75) - Operation of vehicle without official certificate of inspection	1
<b>Grand Total</b>	<b>5</b>



# Offense and Arrest Summary Report

Printed On:  
06/09/2022

Page 1 of 1

Beginning Date: 05/01/2022

Ending Date: 05/31/2022

Agency: All

Municipality: Fairfield Borough

**Total Offenses** 1      **Clearance Rate** 100%  
 % change from last year -87.5%      Last years rate 75%

**Total Arrests** 1      **Hate Crime Offenses** 0  
 % change from last year -80%      **Law Officers Assaulted** 1

**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	1	0	0	1	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	1
Drug Equipment Violations	0	0	0	0	3
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	1
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>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>5</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	0	0	0	0	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
<b>Total Group B Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>5</b>

### Offense Reporting

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

### Crime Against Person

1 - This year  
 - Last year  
 0 - Percent Change

### Crime Against Property

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

### Crime Against Society

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

Population : 1

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

# FIRE/EMS/EMA REPORT

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# FAIRFIELD FIRE & EMS

## Fire Report –May, 2022

**Calls for the Month – 19**  
**Year to Date Total - 101**

<u>Nature of Call(s)</u>		<u>Location of Call(s)</u>	
Fire Police -	1	Carroll Valley Borough	4
Fire – Structure	1	Fairfield Borough	4
Motor Vehicle Accident	2	Franklin Township	0
Medical Assist	4	Freedom Township	0
Automatic Fire Alarm	3	Hamiltonban Township	6
Landing Zone	1	Highland Township	2
ATV – accident	1	Liberty Township	1
Water Rescue	1		
Land Rescue	1		
Vehicle Fire - ATV	1	Emmitsburg - Frederick Co., MD	1
Miscellaneous			
Tree Into House	1	Washington Twp. -	1
Bicyclist Struck	1	Franklin Co., PA	
Gas Leak	1		

# **FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT**

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



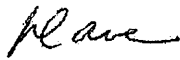
## **MONTHLY FIRE REPORT FOR MAY 2022**

Breakdown of calls by type:

Building struck by tree.....	1
Medical Assist.....	2
Vehicle Accident.....	1
<u>Good Intent.....</u>	<u>6</u>
<b>TOTAL</b>	<b>10</b>

Notes: Plans are being made for the upcoming weeklong Junior Fire Academy to be held at the Adams County 911 Center in July.

David M. Martin



Fire Chief

cc: Carroll Valley Borough  
Hamiltonban Township  
Liberty Township

# Fountain Dale Volunteer Fire Department

Fairfield, PA

This report was generated on 6/1/2022 3:28:12 PM

## Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 05/01/2022 | End Date: 05/31/2022

### Incident Date

### Address

### Incident Type

05/03/2022

Sabillasville Road, Sabillasville, MD 21780

Dispatched & cancelled en route

05/07/2022

Iron Springs Road, Fairfield, PA 17320

Building or structure weakened or collapsed

05/11/2022

Pennsylvania Avenue, Blue Ridge Summit, PA 17214

Medical assist, assist EMS crew

05/12/2022

Jacks Mountain Road, Fairfield, PA 17320

Motor vehicle accident with no injuries.

05/14/2022

Buchanan Trail East, Waynesboro, PA 17268

Dispatched & cancelled en route

05/14/2022

Ridge Road, Sabillasville, MD 21780

Dispatched & cancelled en route

05/16/2022

Waynesboro Pike, Fairfield, PA 17320

Medical assist, assist EMS crew

05/17/2022

Ski Run Trail, Fairfield, PA 17320

Dispatched & cancelled en route

05/23/2022

Long Meadow Road, Hagerstown, MD 21740

Dispatched & cancelled en route

05/29/2022

Marten Trail, Fairfield, PA 17320

Dispatched & cancelled en route

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



emergencyreporting.com





# COMMITTEE REPORTS

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## Planning Meeting 6/6/2022

- Approval of May minutes
- Open to the public - none
- New Business - Property Maintenance
  - There was some discussion concerning the documents and comments that had been completed since the last meeting.
  - Re-Direction was to scrap that initiative and focus on a document for Chapter 5 that was more targeted for topics such as:
    - Health, safety, and Welfare
    - Economic Impact / Viability
    - Substandard state of repairs
  - Based on this new objective / goal, Dave was asked (volunteered) to Cut-N-Paste a draft covering the issues discussed.
  - By consensus, the existing Chapter 5 will be repealed during this process (at the appropriate time)
    - Currently not enforced, it is not valuable to keep so this new effort will replace.
  - Next meeting scheduled for Aug 1st as July's attendance would not meet quorum.
- Old Business - none
- Adjourned

Respectfully Submitted,  
Michael Wight, Chair

# ADMINISTRATIVE BUSINESS

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BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 31 May 2022

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$24,300.98	\$0.00	\$0.00	\$175.50	\$74,211.56	\$0.00	\$98,688.04	\$211,947.88
INVESTMENTS	\$2,806,473.53	\$0.00	\$0.00	\$0.00	\$0.00	\$797,554.86	\$3,604,028.39	\$224,205.47
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$50,610.91	(\$2,547.37)	\$613,577.99	\$0.00	\$931,153.34	\$0.00	\$1,592,794.87	\$0.00
DUE TO OTHER FUNDS	\$1,306,189.77	\$3,130.40	\$33,950.20	(\$3,048.18)	\$201,282.46	\$0.00	\$1,541,504.65	\$52,076.73
LIABILITIES	\$7,708.72	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$149,709.00	\$0.00
NET BALANCE	\$1,567,911.93	(\$5,677.77)	\$579,652.79	(\$138,776.60)	\$804,082.44	\$797,554.86	\$3,604,747.65	\$384,126.62
TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								(\$2.04)
ACTUAL REVENUES (+)	\$881,934.04	\$3,187.00	\$29,049.84	\$1,327,710.03	\$57,108.89	\$80.41	\$2,299,070.21	\$65,008.45
ACTUAL EXPENDITURES (-)	\$120,011.27	\$1,034.99	\$20,387.39	\$1,327,710.03	\$1,310,178.71	\$4,642.53	\$2,783,964.92	\$291,872.55
ENCUMBERED FUNDS (-)	\$870.20	\$503.99	\$2,138.66	\$0.00	\$0.00	\$0.00	\$3,512.85	\$0.00
NET TRANSACTION BALANCE	\$761,052.57	\$1,648.02	\$6,523.79	\$0.00	(\$1,253,069.82)	(\$4,562.12)	(\$488,407.56)	(\$226,866.14)
END OF PERIOD								
CHECKING ACCOUNT	\$36,817.62	\$0.00	\$0.00	\$145.50	\$74,239.01	\$0.00	\$111,202.13	\$4,476.33
INVESTMENTS	\$2,217,683.05	\$0.00	\$0.00	\$0.00	\$0.00	\$792,992.74	\$3,010,675.79	\$204,810.88
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$1,421,143.16	(\$2,490.77)	\$623,435.63	\$0.00	\$786,952.32	\$0.00	\$2,829,040.34	\$0.00
DUE TO OTHER FUNDS	\$1,348,023.88	\$1,530.64	\$34,649.67	\$0.00	\$1,402,625.03	\$0.00	\$2,786,829.22	\$52,076.73
LIABILITIES	\$11,222.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,222.61	\$0.00
NET BALANCE	\$2,316,822.34	(\$4,021.41)	\$588,810.96	\$145.50	(\$541,433.70)	\$792,992.74	\$3,153,316.43	\$157,260.48

# Check Register with Invoices

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

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

1104	5/12/2022	17742	DANNIELLE MALLONEE		\$250.00	O
			51222 Daddy Daughter Dance: DJ		\$250.00	
1105	5/18/2022	14510	BCV F&M Sinking Fund		\$1,327,710.03	O
			51822 Payoff for Loan # 410681-09201		\$1,327,710.03	
<b>Bank Total:</b>					<b>\$1,327,960.03</b>	

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

10-Jun-22

From: 01-May-22 To: 31-May-22

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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**

1068	5/18/2022	14505	F&M TRUST		\$1,327,710.03	O
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			51822 Payoff for Loan # 410681-09201		\$1,327,710.03	
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<b>Bank Total:</b>	<b>\$1,327,710.03</b>
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**Check Register with Invoices**

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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**Bank Account: 35 HIGHWAY AID FUND**

551	5/10/2022	193	L/B WATER SERVICE SOUTH, INC.		\$3,631.80	O
			3593002 Culvert Pipe for Meadowlark Trail		\$3,631.80	
552	5/10/2022	14643	SPECIALTY GRANULES INC.		\$1,010.73	O
			71005445334 Stone for Meadowlark Trail		\$111.20	
			7005445335 Stone for Meadowlark Trail		\$899.53	
<b>Bank Total:</b>					<b>\$4,642.53</b>	



# Check Register with Invoices

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
<b>Bank Account: 51 F&amp;M GF - Checking</b>						
34609	5/10/2022	17718	AC&T CO, INC.		\$438.97	O
			2487525 MS: Propane		\$409.78	
			2487534 MS: Propane		\$29.19	
34610	5/10/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,794.50	O
			4704-522 STP: Sanders Rd. Pump Station: Svc 4/1/22-5/1/22		\$1,662.75	
			4700-522 Boro Office: Svc 4/1/22-5/1/22		\$998.56	
			3000-522 STP: Country Club Trl Pump Station: Svc 4/1/22-5/1		\$133.19	
34611	5/10/2022	37	AQUATIC ENVIRONMENT CONSULTANT		\$966.00	O
			42889 Lake Mae: Payment A		\$966.00	
34612	5/10/2022	14211	AT&T MOBILITY		\$759.47	O
			4262022 Wireless Svc: 3/19/22-4/18/22		\$142.44	
			42622-1 PL: GeoTab Database Set-Up		\$240.00	
			42622 GeoTabs: Svc 3/19/22-4/18/22		\$377.03	
34613	5/10/2022	691	BOLLINGER HOMES LLC		\$74,015.00	O
			42822CV Cortner Pavilion Remodel		\$74,015.00	
34614	5/10/2022	14391	CAPITAL REGION WATER		\$1,350.00	O
			5922 STP: Sludge testing March 2022		\$1,350.00	
34615	5/10/2022	1191	COMCAST CABLE		\$726.30	O
			145933121-3 PL: Svc 5/1/22-5/31/22		\$282.00	
			145933121-4 Boro Office: Svc 5/1/22-5/31/22		\$216.84	
			145933121 STP: 119A Sanders Rd: Svc 5/1/22-5/31/22		\$61.86	
			145933121-1 14 Ranch Trl: Svc 5/1/22-5/31/22		\$118.60	
			145933121-2 Zoning: Svc 5/1/22-5/31/22		\$47.00	
34616	5/10/2022	14219	COMMUNITY MEDIA OF SOUTH CENT		\$220.00	O
			1395 CVB Council Meeting: April 2022		\$220.00	
34617	5/10/2022	14520	DogWasteDepot.com		\$331.66	O
			17954 Dog Waste Bags		\$331.66	
34618	5/10/2022	758	EHRlich		\$201.40	O
			1397681 Pest Control Service		\$201.40	
34619	5/10/2022	356	GETTYSBURG TIMES		\$1,382.28	O
			42015 Legal Ad: Zoning Ordinance		\$1,130.54	

# Check Register with Invoices

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			42014 Legal Ad: Request for Bids		\$251.74	
34620	5/10/2022	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			3196 Retainer for the month of April 2022		\$3,000.00	
34621	5/10/2022	14131	INTELLIPRINT SOLUTIONS		\$280.00	O
			302725 Stock Z Fold paper for Sewer Billing		\$280.00	
34622	5/10/2022	1204	KILMER INSURANCE AGENCY		\$7,872.00	O
			747 2022-23 Commercial Auto		\$7,872.00	
34623	5/10/2022	14370	KINT FIRE PROTECTION		\$1,251.00	O
			5922 2022 Annual Fire Extinguisher Inspection & Service		\$1,251.00	
34624	5/10/2022	825	KPI TECHNOLOGY		\$517.54	O
			9058 SEO Services		\$517.54	
34625	5/10/2022	196	LABORATORY, ANALYTICAL & BIOLO		\$246.00	O
			103618 STP: Testing April 2022		\$246.00	
34626	5/10/2022	670	MAR-BAR TIRE SERVICE		\$624.15	O
			104921 Tire for MS7		\$624.15	
34627	5/10/2022	137	MET-ED		\$72.76	O
			628-522 Jacks Mtn & Skylark Trl: Street Lighting		\$72.76	
34628	5/10/2022	975	PA MUNICIPAL HEALTH INSURANCE		\$29,386.21	O
			51022 June 2022: Major Medical, Dental, Vision		\$29,386.21	
34629	5/10/2022	14145	SALZMANN HUGHES, P.C.		\$2,500.80	O
			15320 S&W Authority Dissolution		\$68.20	
			15319 Representation as Borough Solicitor		\$92.30	
			15318 Representation as Borough Solicitor		\$1,037.50	
			12689 S&W Authority Dissolution		\$1,035.30	
			14250 S&W Authority Dissolution		\$267.50	
34630	5/10/2022	310	SHEALERS SEPTIC SERVICE		\$4,808.00	O
			5922 HT: April 2022		\$4,108.00	
			5922-1 STP: Sludge haul to Hsbg: April 2022		\$700.00	
34631	5/10/2022	1118	SMITHS IMPLEMENTS, INC.		\$236.82	O
			5922 EQMS5: Filters		\$236.82	

# Check Register with Invoices

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34632	5/10/2022	14548	Stacy L. Krietz		\$316.00	O
			51022 Office Cleaning: 4/24/22-5/7/22		\$316.00	
34633	5/10/2022	17729	T-MOBILE		\$209.94	O
			5922 PL: Connection Card Data Plan: Svc 3/22/22-4/21/22		\$130.30	
			5922-1 Wireless Svc: 3/22/22-4/21/22		\$79.64	
34634	5/10/2022	14493	THE YORK WATER COMPANY		\$72.09	O
			5922 Water: Svc 3/22/22-4/25/22		\$72.09	
34635	5/10/2022	17713	TOSHIBA FINANCIAL SERVICES		\$351.83	O
			471679118 May 2022: Copier Lease		\$351.83	
34636	5/10/2022	14207	WEST PENN POWER		\$2,369.21	O
			218-522 Street Lights		\$2,039.32	
			872-522 14 Ranch Trl: Svc 3/30/22-4/28/22		\$213.12	
			594-522 Ranch Trl: Svc 3/30/22-4/28/22		\$32.67	
			294-522 14 Ranch Trl: Barn: Svc 3/30/22-4/28/22		\$74.50	
			822-522 Green Trl: Svc 3/30/22-4/28/22		\$9.60	
34637	5/10/2022	14622	WILLIAMS SCOTSMAN, INC.		\$665.63	O
			9013743074 STP: May 2022: Office Trailer		\$665.63	
34638	5/26/2022	10	ADAMS COUNTY AUTO SUPPLY, INC.		\$135.97	O
			266853 MS7: Transmission Filters		\$29.86	
			52022 Credit		(\$41.97)	
			268442 MS: Tail light for MS5		\$8.46	
			267349 STP: Blower Filters		\$139.62	
34639	5/26/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$1,986.27	O
			8400-522 Jacks Mtn Rd: Svc 4/1/22-5/1/22		\$45.35	
			4500-522 Trout Run Trl: Svc 4/1/22-5/1/22		\$53.10	
			1500-522 Street Lights		\$1,667.75	
			4200-522 Ski Run Trl: Svc 4/1/22-5/1/22		\$47.23	
			4800-522 MS Bldg: Svc 4/1/22-5/1/22		\$44.64	
			1701-522 Pavilion: Svc 4/1/22-5/1/22		\$128.20	
34640	5/26/2022	37	AQUATIC ENVIRONMENT CONSULTANT		\$1,699.00	O
			42855-1 Lake Kay: Payment B		\$1,073.00	
			42855 Lake Carroll: Payment B		\$626.00	
34641	5/26/2022	823	BOYER & RITTER CPA		\$3,000.00	O

# Check Register with Invoices

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			268385 Progress Bill: FY21 Audit		\$3,000.00	
34642	5/26/2022	1191	COMCAST CABLE		\$301.25	O
			29989-522 STP: 119A Sanders Rd: Svc 5/13/22-6/12/22		\$51.09	
			2005-522 Internet Fees		\$250.16	
34643	5/26/2022	17741	EAST COAST RISK MANAGEMENT LLC		\$250.00	O
			9899 Confined Space & Excavation Safety Training		\$250.00	
34644	5/26/2022	110	EXCALIBUR TOWING		\$446.00	O
			13820 PL25: State Inspection		\$49.00	
			52622 State Inspections: MS5, MS7, MS8		\$397.00	
34645	5/26/2022	14272	FASTENAL COMPANY		\$32.62	O
			PAHAN256753 EQMS10 Bolts and Flap Wheels		\$32.62	
34646	5/26/2022	14626	FREDERICK, SEIBERT & ASSOC, IN		\$900.00	O
			46367 CV Path System: Phase 1		\$900.00	
34647	5/26/2022	1000	GAYLE MARTHERS		\$422.23	O
			52022 Daddy Daughter Dance: Supplies, Raffle Prizes, Pri		\$422.23	
34648	5/26/2022	1216	GF PETTY CASH - Gayle Marthers		\$49.50	O
			52022 MS: Water		\$43.41	
			52022-1 EQMS1: Bucket Pin		\$6.09	
34649	5/26/2022	14436	JENI JARRELL		\$379.75	O
			52622 Daddy Daughter Dance: Food Supplies		\$379.75	
34650	5/26/2022	196	LABORATORY, ANALYTICAL & BIOLO		\$423.00	O
			104216 STP: Testing May 2022		\$423.00	
34651	5/26/2022	14284	MARYLAND BIOCHEMICAL COMPANY		\$900.52	O
			4QQ1121 STP: Tolerx Bacteria		\$900.52	
34652	5/26/2022	242	PA STATE ASSOC. OF BOROUGHES		\$51.63	O
			30812 Random Drug Testing: 4/7/22		\$51.63	
34653	5/26/2022	14548	Stacy L. Krietz		\$316.00	O
			52322 Office Cleaning: 5/8/22-5/21/22		\$316.00	
34654	5/26/2022	328	STEPHENSON EQUIPMENT		\$73.29	O
			10182194 Hydraulic Tank Gauge and Seals		\$73.29	

# Check Register with Invoices

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34655	5/26/2022	14232	TALLEY PETROLEUM ENTERPR		\$3,113.66	O
			52022 Fuel & Diesel Fuel: April 2022		\$3,113.66	
34656	5/26/2022	1222	WELLSPAN OCCUPATIONAL HEALTH		\$26.00	O
			396307 UDS Collection		\$26.00	
34657	5/26/2022	17740	WINTER ENGINE-GENERATOR SERVIC		\$1,100.00	O
			0165172 Annual Borough Office Generator Service		\$620.00	
			0165171 Annual STP Generator Service		\$480.00	
<b>Bank Total:</b>					<b>\$153,572.25</b>	

# Check Register with Invoices

Borough of Carroll Valley

10-Jun-22

From: 01-May-22 To: 31-May-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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**Bank Account: 61 F&M SWA - Checking**

269	5/25/2022	17736	DOLI CONSTRUCTION CORPORATION		\$223,300.54	O
			2 Phase 1: Payment #2: Sanders Rd. Pump Station		\$223,300.54	
270	5/25/2022	17735	KELLER ENGINEERS, INC.		\$10,527.09	O
			0004407-0001-4 Phase 2: WWTP Expansion		\$173.25	
			0004407-0001-3 Phase 2: WWTP Expansion		\$1,062.60	
			0004407-0001-2 Phase 2: WWTP Expansion		\$1,942.30	
			0004407-0001-1 Phase 2: WWTP Expansion		\$7,348.94	
271	5/25/2022	377	W. F. HILL & ASSOCIATES, INC.		\$58,044.92	O
			2021-1126 Phase 2: WWTP Expansion		\$18,303.25	
			2021-1552 Phase 2: WWTP Expansion		\$8,168.69	
			2021-1239 Phase 2: WWTP Expansion		\$9,226.91	
			2021-1358 Phase 2: WWTP Expansion		\$10,412.14	
			2021-1471 Phase 2: WWTP Expansion		\$11,933.93	
<b>Bank Total:</b>					<b>\$291,872.55</b>	

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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** BUILDING PAYOFF  
**DATE:** 6/6/2022  
**CC:** GAYLE MARTHERS

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Everyone,

Attached is the General Obligation Note, Series of 2016, which was issued on June 29, 2016, and has a maturity date of December 1, 2042.

Please note that it is marked "PAID", 20 years and 6 months early.

**PAID**

Ln. # 410681-9201

GON - 001

5/19/2022  
LRK  
F&M Trust Co  
Chambersburg PA

\$3,500,000

UNITED STATES OF AMERICA  
COMMONWEALTH OF PENNSYLVANIA  
COUNTY OF ADAMS

**BOROUGH OF CARROLL VALLEY**

**GENERAL OBLIGATION NOTE, SERIES OF 2016**

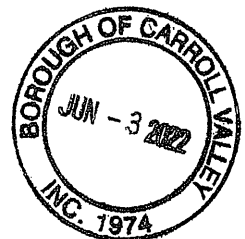
<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Date of Issuance</u>
2.50% FOR INITIAL 10 YEARS	December 1, 2042	June 29, 2016

66% of the U.S. Prime Rate  
with a tax-exempt floor of 2.14% and a ceiling of 3.75%  
for the remaining seventeen (17) years.

Registered Owner **FARMERS AND MERCHANTS  
TRUST COMPANY OF CHAMBERSBURG**

Principal Sum: **THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000)**

The **BOROUGH OF CARROLL VALLEY**, Adams County, Pennsylvania (the "Borough"), a municipality existing under the laws of the Commonwealth of Pennsylvania and a local government unit as defined in the "Local Government Unit Debt Act", 53 Pa.C.S.A. §8001 et. seq. as amended and supplemented (the "Debt Act"), for value received, acknowledges itself to be indebted to and promises to pay to Farmers and Merchants Trust Company of Chambersburg (the "Bank"), or registered assigns, on the maturity date stated hereon, upon presentation and surrender hereof, the maximum principal sum of **THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000)**, together with interest on the unpaid principal balance advanced and outstanding hereunder, which principal amount shall not exceed the amount of \$3,500,000, with interest only payable monthly for the initial eighteen (18) months after issuance, and principal and interest payments to be made monthly thereafter for the remaining term. Monthly payments shall be made on the 1<sup>st</sup> of each month, beginning August 1, 2016, to the registered owner hereof no later than the close of business on the first (1<sup>st</sup>) day next preceding each interest payment date (the "Record Date"), interest on said principal sum, at the rate per annum stated hereon, until said principal sum has been paid or provision for payment thereof duly has been made. After the interest only period, the monthly payments of interest and principal shall be in an amount to fully amortize the debt in accordance with the terms hereof. On December 1, 2042 (the "Maturity Date"), all unpaid principal, accrued interest, and any other applicable fees or charges shall be due and payable. This Note shall bear interest from the date of issuance upon any principal amount drawn by the Borough.





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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** POLICE VACANCY  
**DATE:** 6/8/2022  
**CC:** GAYLE MARTHERS

A handwritten signature in blue ink, appearing to be "D. Hazlett", is written over the "FROM:" line of the memorandum.

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Everyone,

On behalf of the police hiring ad hoc group (assembled to review our police hiring practices and to recommend changes to help bring the department back to fully staffed), we would like the council to consider the following action:

\*Authorize Chief Hileman to advertise for the current Patrol Officer opening with the following statement:

2022 Salary

- \$70,000 starting
- \$85,000 after 3 years

The salary range is negotiable depending upon the qualifications and experience of the selected individual.

This conclusion was consensus-based following a review of the compensation levels of other collectively bargained police departments in Adams County. Not only has it been determined that our starting salary was uncompetitively low, but that our pay for officers with 3-4 years' service was \$20,000 to \$30,000 below their peers in these nearby departments.

Not only are we recommending a change to the patrol officer pay range, but we recommend further study to evaluate the fairness of pay to our current officers, to encourage future retainment of experienced officers.

# ATTESTATION ENGAGEMENT

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## Borough of Carroll Valley

Adams County, Pennsylvania

01-413

Liquid Fuels Tax Fund

For the Period

January 1, 2021 to December 31, 2021

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June 2022



Commonwealth of Pennsylvania  
Department of the Auditor General

Timothy L. DeFoor • Auditor General



Commonwealth of Pennsylvania  
Department of the Auditor General  
Harrisburg, PA 17120-0018  
Facebook: Pennsylvania Auditor General  
Twitter: @PAAuditorGen  
www.PaAuditor.gov

TIMOTHY L. DEFOOR  
AUDITOR GENERAL

### Independent Auditor's Report

The Honorable Yassmin Gramian, P.E.  
Secretary  
Department of Transportation  
Harrisburg, PA 17120

We examined the accompanying Form MS-965 With Adjustments for the Liquid Fuels Tax Fund of the Borough of Carroll Valley, Adams County, for the period January 1, 2021 to December 31, 2021. The municipality's management is responsible for presenting the Form MS-965 in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*. Our responsibility is to express an opinion on the Form MS-965 With Adjustments based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Form MS-965 is presented in accordance with the criteria described above, in all material respects. An examination involves performing procedures to obtain evidence about the Form MS-965. The nature, timing and extent of the procedures selected depend on our judgement, including an assessment of the risks of material misstatement of the Form MS-965, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

In our opinion, the Form MS-965 With Adjustments presents, in all material respects, the information required by the Pennsylvania Department of Transportation for the Liquid Fuels Tax Fund of the Borough of Carroll Valley, Adams County, for the period January 1, 2021 to December 31, 2021, in accordance with the criteria described in the Background section of this report and the Department of Transportation's *Publication 9*.

### Independent Auditor's Report (Continued)

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud and noncompliance with provisions of laws or regulations that have a material effect on the Form MS-965; and any other instances that warrant the attention of those charged with governance; noncompliance with provisions of contracts or grant agreements, and abuse that has a material effect on the Form MS-965. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on whether the Form MS-965 is presented in accordance with the criteria described above and not for the purpose of expressing an opinion on internal control over reporting on the Form MS-965 or on compliance and other matters; accordingly, we express no such opinions.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Form MS-965 will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

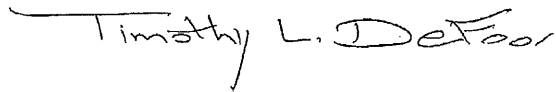
Our consideration of internal control over reporting on the Form MS-965 was for the limited purpose of expressing an opinion on whether the Form MS-965 is presented in accordance with the criteria described above and would not necessarily identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our engagement we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

As part of obtaining reasonable assurance about whether the Form MS-965 is free from material misstatement, we performed tests of the Borough of Carroll Valley, Adams County's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of amounts on the Form MS-965. However, providing an opinion on compliance with those provisions was not an objective of our engagement, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Independent Auditor's Report (Continued)

The purpose of this report is to determine whether the municipality's Liquid Fuels Tax Fund money is spent in accordance with the laws and regulations identified in the Background section of this report and the Department of Transportation's *Publication 9*. This report is not suitable for any other purpose.

We appreciate the courtesy extended by the Borough of Carroll Valley, Adams County, to us during the course of our examination. If you have any questions, please feel free to contact the Bureau of County Audits at 717-787-1363.

A handwritten signature in black ink that reads "Timothy L. DeFoor". The signature is written in a cursive style with a horizontal line above the first few letters.

Timothy L. DeFoor  
Auditor General  
May 9, 2022

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BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2021

Background

The Liquid Fuels Tax Municipal Allocation Law, Act 655 of 1956, as amended, see also 72 P.S. § 2615.5, et sec., provides municipalities other than counties (i.e., townships, boroughs, cities, towns, home rule, and optional plan governments) with an annual allocation of liquid fuels taxes from the state's Motor License Fund to be used for the maintenance and repair of streets, roads, and bridges for which the municipality is responsible. The allocation of these funds to municipalities is based upon: (1) 50 percent on the municipality's proportion of local road mileage to the total local road mileage in the state; and (2) 50 percent on the proportion of a municipality's population to the total population in the state.

Title 75 Pa.C.S. § 9511 of the Pennsylvania Vehicle Code provides municipalities with annual maintenance payments to be received from the Motor License Fund for functionally local highways that were transferred to a municipality from the Commonwealth of Pennsylvania.

Each municipality must deposit the allocation of Liquid Fuels Tax funds and annual maintenance payments that it receives into a special fund called either the Municipal Liquid Fuels Tax Fund or State Fund. A municipality may not deposit any other monies into this fund except when the municipality does not have enough money in the special fund to meet the payments called for by its current annual budget for road and bridge purposes. In such a case, the municipality may borrow money or transfer money from its General Fund to its Liquid Fuels Tax Fund.

The Department of Transportation has been given the regulatory authority for the administration of these funds. Department of Transportation's *Publication 9* includes the policies and procedures for the administration of Act 655, as amended, and the Liquid Fuels Tax Fund money. However, if there is a difference between *Publication 9* and any legislation, the legislation shall govern.

To qualify for the annual allocation of Liquid Fuels Tax funds, *Publication 9* indicates that each municipality shall:

1. Submit annual reports (MS-965, Actual Use Report, MS-965P, Project and Miscellaneous Receipts, and MS-965S, Record of Checks).
2. Make deposits and payments or expenditures in compliance with Act 655 of 1956, as amended. Failure to do so may result in not receiving allocations from PennDOT until all discrepancies are resolved. *Publication 9*, Section 2.6, includes information about investing Liquid Fuels Tax monies, using loan or bond proceeds, and types of receipts into the Liquid Fuels Tax Fund.

BOROUGH OF CARROLL VALLEY  
 ADAMS COUNTY  
 LIQUID FUELS TAX FUND  
 BACKGROUND  
 FOR THE PERIOD  
 JANUARY 1, 2021 TO DECEMBER 31, 2021

Background (Continued)

3. Submit the Pennsylvania Department of Community and Economic Development's (DCED) Report of Elected and Appointed Officials by January 31<sup>st</sup> and the Survey of Financial Condition By March 15<sup>th</sup>.
4. Ensure resolution of all Contractor Responsibility Program (CRP) holds and blocks imposed by the Department of Revenue and the Department of Labor and Industry.
5. Ensure resolution of all reimbursements required as a result of audits performed by the Department of the Auditor General or monitoring reviews performed by the Department of Transportation's Financial Consultants.

*Criteria*

The criteria for the Form MS-965 With Adjustment are described below.

Section 1 of Form MS-965 With Adjustments provides a summary of Liquid Fuels Tax Fund expenditures by category. Categories requiring explanation include:

- Major equipment purchases are purchases of road machinery and road equipment with varying yearly costs in excess of the amounts indicated below:

2018	2019	2020	2021
\$10,900.00	\$11,100.00	\$11,300.00	\$11,500.00

- Minor equipment purchases are purchases of road machinery and road equipment with varying yearly costs that are less than or equal to the amounts indicated below:

2018	2019	2020	2021
\$10,900.00	\$11,100.00	\$11,300.00	\$11,500.00

- Agility projects are exchanges of services with the Department of Transportation.



BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2021

Background (Continued)

Section 2 of Form MS-965 With Adjustments provides information on the fund balance. Categories requiring explanation include:

- The state allocation is available from the Department of Transportation in March of each year. The amount the municipality receives is based half on its population and half on its road mileage.
- Municipalities that transferred roads from the Commonwealth of Pennsylvania to the municipality through the Highway Transfer Program receive annual turnback allocations in March of each year from the Department of Transportation. Turnback allocations are based on the mileage of the roads transferred.
- Expenditures include the total transferred from Section 1.

Section 3 of Form MS-965 With Adjustments determines if the municipality expended Liquid Fuels Tax Fund money in excess of the permissible amount for equipment and the balance that the municipality may carry forward for the purchase of equipment to the subsequent year.

Department of Transportation *Publication 9* requires that the amount expended for equipment purchases in a given year not exceed the sum of the equipment balance carried forward from the previous year and 20 percent of the current year's Liquid Fuels Tax Fund allocation and, if applicable, 20 percent of the turnback allocation plus other Department of Transportation approved adjustments.

If the municipality spent in excess of the amount listed on Line 4, the excess must be reimbursed to the Liquid Fuels Tax Fund.

The equipment balance to be carried forward for the subsequent year is the lesser of the amount on Line 6 or the ending fund balance on Line 6 of Section 2, but not less than zero.

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
BACKGROUND  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2021

Background (Continued)

*Basis of Presentation*

The financial activities of the municipality are accounted for in separate funds. The Liquid Fuels Tax Fund is used to account for state aid revenues from the Pennsylvania Department of Transportation used primarily for building and improving local roads and bridges. The Form MS-965 has been prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation as a result of the Fuels Tax Act 655, dated 1956 and as amended, which does not constitute a complete presentation of the entity's assets, liabilities, expenses, and fund balance. Accordingly, the presentation of Form MS-965 With Adjustments is restricted to the Liquid Fuels Tax Fund, which represents a segment of the entity.

*Basis Of Accounting*

The accompanying Form MS-965 With Adjustments is prepared in accordance with reporting requirements prescribed by the Pennsylvania Department of Transportation. Under this method, revenues are recognized when received and expenditures are recorded when paid.

*General Fixed Assets*

General fixed assets are recognized as expenditures at the time of purchase. No depreciation has been provided on the heavy equipment used to maintain and repair roads and bridges.

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
2021 FORM MS-965 – SECTION 1  
WITH ADJUSTMENTS

<u>Expenditure Summary</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
Minor equipment purchases	\$ -	\$ -	\$ -
Computer/Computer related training	-	-	-
Major equipment purchases	-	-	-
Agility projects	-	-	-
Cleaning streets and gutters	-	-	-
Winter maintenance services	-	-	-
Traffic control devices	-	-	-
Street lighting	-	-	-
Storm sewers and drains	-	-	-
Repairs of tools and machinery	-	-	-
Maintenance and repair of roads and bridges	28,295.78	-	28,295.78
Highway construction and rebuilding projects	7,019.95	-	7,019.95
Miscellaneous	-	-	-
 Total (To Section 2, Line 5)	 <u>\$ 35,315.73</u>	 <u>\$ -</u>	 <u>\$ 35,315.73</u>

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
2021 FORM MS-965 – SECTION 2  
WITH ADJUSTMENTS

<u>Fund Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Balance, January 1, 2021	\$ 368,742.41	\$ -	\$ 368,742.41
Receipts:			
2. State allocation	231,711.01	-	231,711.01
2a. Turnback allocation	-	-	-
2b. Interest on investments	65.77	-	65.77
2c. Miscellaneous	-	-	-
3. Total receipts	<u>231,776.78</u>	<u>-</u>	<u>231,776.78</u>
4. Total funds available	<u>600,519.19</u>	<u>-</u>	<u>600,519.19</u>
5. Expenditures (Section 1)	<u>35,315.73</u>	<u>-</u>	<u>35,315.73</u>
6. Balance, December 31, 2021	<u><u>\$ 565,203.46</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 565,203.46</u></u>

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
2021 FORM MS-965 – SECTION 3  
WITH ADJUSTMENTS

<u>Equipment Balance</u>	<u>Reported</u>	<u>Adjustments</u>	<u>Adjusted Amount</u>
1. Prior year equipment balance	\$ 295,899.70	\$ -	\$ 295,899.70
2. Add: Current year equipment allocation (20% of Lines 2 + 2a, Section 2)	46,342.20	-	46,342.20
3. PENNDOT approved adjustments	<u>-</u>	<u>-</u>	<u>-</u>
4. Total funds available for equipment acquisition	342,241.90	-	342,241.90
5. Less: Major equipment expenditures	<u>-</u>	<u>-</u>	<u>-</u>
6. Remainder	<u>342,241.90</u>	<u>-</u>	<u>342,241.90</u>
7. Equipment balance available for subsequent year (Lesser of Line 6 or Section 2 balance, but not less than zero)	<u>\$ 342,241.90</u>	<u>\$ -</u>	<u>\$ 342,241.90</u>

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
SUMMARY OF EXIT CONFERENCE  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2021

An exit conference was held April 6, 2022. Those participating were:

BOROUGH OF CARROLL VALLEY

Ms. Gayle Marthers, Assistant Borough Manager/Secretary

DEPARTMENT OF THE AUDITOR GENERAL

Mr. Ryan W. Shrauder, Audit Supervisor

The results of the examination were presented and discussed in their entirety.

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY  
LIQUID FUELS TAX FUND  
REPORT DISTRIBUTION  
FOR THE PERIOD  
JANUARY 1, 2021 TO DECEMBER 31, 2021

This report was initially distributed to:

**The Honorable Yassmin Gramian, P.E.**  
Secretary  
Department of Transportation

**Borough of Carroll Valley**  
Adams County  
5685 Fairfield Road  
Fairfield, PA 17320

**The Honorable Richard Mathews**  
President of Council

**Ms. Gayle Marthers**  
Assistant Borough Manager/Secretary

This report is a matter of public record and is available online at [www.PaAuditor.gov](http://www.PaAuditor.gov). Media questions about the report can be directed to the Pennsylvania Department of the Auditor General, Office of Communications, 229 Finance Building, Harrisburg, PA 17120; via email to: [news@PaAuditor.gov](mailto:news@PaAuditor.gov).

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INTEROFFICE MEMORANDUM

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TO: BOROUGH COUNCIL  
FROM: GAYLE R. MARTHERS, BOROUGH SECRETARY  
SUBJECT: REPOSITORY SALE OFFERS  
DATE: 06/10/2022  
CC: FILE

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Adams County Tax Claim Bureau has received the following bids for property that is currently held by them in the County Repository. Pursuant to section 627 of the Real Estate Tax Sale Law, the Bureau may not accept any offer of any price without written consent of all the taxing districts where the property is located. The Bid received (if accepted) will be distributed first to the Tax Claim Bureau for collection costs; then in chronological order from oldest taxes, penalties and interest owed to Adams County followed by the Borough and finally to the School District. If the Borough agrees to accept the bid on any or all parcels listed; and the remaining taxing entities (County and School District) also agree to accept the bids; the Tax Claim Bureau will formally accept the bid whereby all taxes and costs not covered by the bid will be exonerated and the purchase price shall become the fair market value. This action will render the property free of any and all debt and allow the purchaser to obtain a deed cleared of all liens.

The Adams County Tax Claim Bureau letter is attached for your review and a listing of properties with proposed purchase price can be found below. A written response has been requested by July 05, 2022; I therefore ask that Council consider the issue and act upon the bids submitted.

Parcel ID	Property Address	Purchaser	Purchaser Address	Offer	Notes:
43005-0065---000	3 Willow Trail	Willow Trail, LLC	817 Old Cutter Mill Rd; Great Neck, NY 11021	\$857.65	**see attorney's note below
43030-0111---000	17 Raven Trail	Short, Douglas & Beverly	24 Dove Trail; Fairfield, PA 17320	\$747.27	Adjacent property owner on 2 of 3 sides
43039-0021---000	4 Ravenwood Trail	Stith, James Edward	45 Steelman Marker Rd; Fairfield, PA 17320	\$761.23	
43044-0071---000	70 Toms Creek Trail	Hillman, John K. Jr.	68 Toms Creek Trail; Fairfield, PA 17320	\$6,100	Adjacent property owner

\*\* Last spring Borough Council voted to table a request from the County Tax Claim Bureau for consent to the sale of a property located at 3 Willow Trail, in light of existing issues with that property, which is located within the floodplain zone. Specifically, the Adams County Conservation District had identified that violations of DEP regulations and the Clean Streams Law had occurred on the property, in the form of non-permitted clearing, grubbing, and earth disturbance activities. Mr. Russell Ryan of the County Conservation District had issued a formal notice of violation and inspection report on April 8, 2021. To date, the required remedial measures outlined and required in that April 8, 2021 notice of violation and inspection report have not been fully undertaken. Accordingly, the issues that gave rise to Council's prior decision to not consent to the repository sale of this property remain outstanding, which would likely justify Council in maintaining that position on the matter, unless and until the County Conservation District advises the Borough that the property's violations have been satisfactorily addressed.

**Action Requested: Borough Staff request that Council Approve the sale of 17 Raven Trail, 4 Ravenwood Trail and 70 Toms Creek Trail to the bidders recommended by Adams County Tax Claim Bureau; and further authorize Borough Staff to sign the appropriate documents for the County.**



**ADAMS COUNTY TAX SERVICES DEPARTMENT**

COURTHOUSE, ROOM 202

117 BALTIMORE STREET, GETTYSBURG, PA 17325

TELEPHONE: 717-337-9837 FAX: 717-337-5767

taxoffice@adamscounty.us

**ADAMS COUNTY TAX CLAIM BUREAU**

**REPOSITORY MUNICIPALITY/SCHOOL DISTRICT SALE  
PRICE CONSENT FORM**

**CARROLL VALLEY BOROUGH - 2022**

To comply to 72 P.S. § 5860.627, we agree to the purchase price of the properties listed herein. We understand that upon recording of this sale that the property tax assessment will be adjusted to be the purchase price multiplied by the current Common Level Ratio in effect at the time of the recording of the deed. That assessment will be changed if any of the events stated in 72 P.S. § 5860.628 occur.

**AUTHORIZED SIGNATURES:**

\_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_

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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** NEW ZONING ORDINANCE CONCERNS  
**DATE:** 6/9/2022  
**CC:** GAYLE MARTHERS

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I have 2 concerns to bring to your attention:

1. Vacation Rentals are only permitted as a special exception in several zoning districts. As such, everyone who wants to have a short-term rental must have a hearing before the Zoning Hearing Board. I would ask the council to direct staff to prepare a revision to the ordinance to reclassify this use as a "Conditional Use", which would require a hearing before the Borough Council, thereby eliminating the loss of \$1,000's each time we hold a zoning hearing. The current language reads as follows:

*C. Special Exception Uses: The following uses are permitted by Special Exception in the R2 District in accordance with the following standards and criteria, any reasonable conditions that the Zoning Hearing Board may deem necessary, and in accordance with the procedures set forth in Section 1908 of this Ordinance.*

1. *Group Home, in accordance with Section 1501.N.*
  2. **Vacation Rental, in accordance with Section 1501.HH.**
  3. *Wireless Communication Facility – Tower Based – Inside Public Right-of-Way, proposed as either a stand-alone facility or as part of a DAS, in accordance with Section 1501.LL.*
  4. *Uses not expressly permitted elsewhere in this Ordinance, and that exhibit the same general character of the uses listed in Section 601, when authorized as a Special Exception by the Zoning Hearing Board in accordance with Section 1501.GG and 1908.*
2. The requirements for trailer ownership may be a bit strict. The rules, as included in the new Ordinance, state the following:

*Recreational vehicles, travel trailers, truck tractors, boats and trailers may be parked on a property in accordance with the following requirements:*

*a. The storage of one (1) such vehicle shall be permitted. Such vehicle is permitted to be parked in any yard as long as no portion of the vehicle (including tongue) is located within any public right-of way, on or above any public sidewalk or easement, or within a distance of five (5) feet from adjoining property lines.*

*b. The storage of a second vehicle shall be permitted if the gross lot size is equal to or greater than two (2) acres, as derived from a recorded deed and/or recorded subdivision plan. The second vehicle shall be permitted only in the side/rear yard, and no portion of the vehicle (including tongue) shall be located within any public right-of-way, on or above any public sidewalk or easement, or within a distance of five (5) feet from an adjoining property.*

*c. All areas used for storage shall be maintained so as to keep vegetation properly trimmed and debris or litter disposed of regularly. Storage of such vehicle shall not exempt the property owner from any property maintenance requirement of this Ordinance or any other Borough ordinance.*

*d. All vehicles shall maintain valid registration and inspection, and prevent the leakage of fuels and/or lubricants into the ground*

Was it our intention to limit our homeowners to only own **one** of the following? Recreational vehicles, travel trailers, truck tractors, boats, and trailers. Not one of each, but one total?

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**INTEROFFICE MEMORANDUM**

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**TO:** BOROUGH COUNCIL  
**FROM:** DAVID A. HAZLETT, BOROUGH MANAGER  
**SUBJECT:** CAPITAL PURCHASE  
**DATE:** 06/10/2022  
**CC:** FILE

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Attached please find for your consideration, the information for a Parks and Recreation Department Capital Purchase of a Portable Commercial Grade Projector:

Description:	Supplier:	Price:
<u>NEC NP-PA903X</u> 9000 Lumens Display Technology: LCD Lamp: 3000-hour lamp life Picture Size: 40-50 inches Weight: 22.5 pounds 3-yr Manufacturer's Warranty	<u>PROTECH Projector Systems</u>	\$ 5,839.00

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<u>Optoma UHZ65LV</u> 5000 Lumens Display Technology: Laser: 20,000-hour lamp life Picture Size: 26-302 inches Weight: 23.2 pounds 2-yr Manufacturer's Warranty	<u>Crutchfield</u>	\$ 5,999.00
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<u>Panasonic PT-MZ680WU7</u> 6000 Lumens Display Technology: Laser: 20,000-hour lamp life Picture Size: 40-400 inches Weight: 38.8 pounds Unknown Manufacturer's Warranty	<u>PROTECH Projector Systems</u>	\$ 7,139.00
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<u>Epson EB-PU1006W WUXGA</u> 6000 Lumens Display Technology: Laser: 20,000-hour lamp life Picture Size: 150-330 inches Weight: 34.0 pounds 2-yr Manufacturer's Warranty	<u>PROTECH Projector Systems</u>	\$ 7,635.00
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Action Requested: Borough Staff requests that Council approve the Capital Purchase of the NEC NP-PA903X 9000-Lumen projector at a total cost of \$5,839.00 plus shipping. This is a budgeted expense for 2022, with a budget of \$7,700.

Thank you for your time and consideration of this matter.



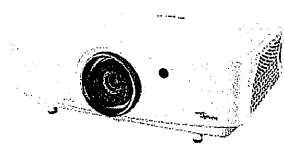
## **NEC NP-PA903X 9000-Lumen Projector w/ 4K support equipped with NEC-NP-41ZL Standard Zoom Lens**

### **Overview:**

NEC's PA903X is a 9000-lumen advanced professional installation model that appeals higher education and corporate users. With its multitude of digital inputs, connection to any computer or high-definition device is possible. Enjoy design and installation flexibility with a complete line of optional powered lenses (lens shift, focus and zoom), tilt-free and portrait installation capabilities along with built-in edge blending and stacking. The HDBaseT input and separate HDBaseT loop out provide single connections for uncompressed full HD digital video, audio, ethernet power and various control signal.

### **Key Features:**

- 4K Ready-Display using NEC's proprietary high processing/scaling chip without the loss of critical details.
- Quick Startup and Quick Power-Off
- Basic control of competitors product reducing the need for reprogramming of a control system.
- TileMatrix enables 4Kx2K resolution utilizing 4 projectors via HDBaseT Loop Out
- MultiPresenter Stick provides those looking for an easy connection with up to 12 devices at once.
- High performance video processing/scaling creates life-like images
- Integrated software applications such as Crestron Roomview, AMX Beacon, Extron XTP and PJ link
- 9000-lumen brightness enhances images for most applications
- Lamp based technology



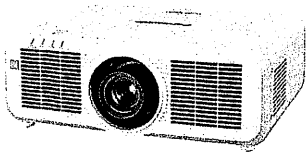
## Optoma UHZ65LV 4K laser home theater projector

### **Overview:**

Many projectors are designed for use in dark rooms, which is not something everyone can achieve. Fortunately, there are projectors like this Optoma UHZ65LV that get bright enough to compensate for the lighting situation in real-life living rooms. Its laser light source produces an impressive 5,000 lumens of brightness, so you can enjoy a vivid picture — even during the day — on screens up to 302 inches. Plus, that laser offers up to 30,000 hours of maintenance-free life.

### **Key Features:**

- Uses single-chip DLP system with XPR pixel-shifting technology to display true 4K UHD resolution (3840 x 2160)
- DuraCore laser light source delivers crisp image quality, instant on/off, and 30,000-hour life span
- widescreen 16:9 aspect ratio (can also display 4:3 material)
- recommended image size: 26" to 302"
- light output: 5,000 lumens
- dynamic black technology for enhanced contrast and black level
- 2,000,000:1 contrast ratio
- HDR-compatible for lifelike texture and detail (HDR10 and HLG)
- supports 3D content



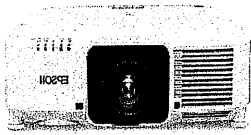
## Panasonic PT-MZ680WU7 6000-Lumen WUXGA Laser Projector

### Overview:

The PT-MZ680 (6,000 lm) WUXGA model offers a refined Multi-Laser Drive Engine for the optimal balance of high brightness, vivid color, and low-maintenance operation.

### Key Features:

- Well-Balanced Picture Quality Refined optical engine balances brightness and color for vivid images without turning the lights off. Detail Clarity Processor 4, Dynamic Contrast, and Daylight View Basic optimize display to suit content and environment.
- Flexible Design Fits Any Space Unobtrusive cabinet, 26 dB operation, 4K-signal-ready DIGITAL LINK and CEC-compatible HDMI® terminals (x3), Geo Pro, Edge-Blending, and support for optional ET-ELU20 Ultra-Short-Throw Zoom Lens enable flexible projection.
- Efficient Eco-Friendly Reliability Energy consumption is reduced by about
- 20 % to meet your organization's CSR policy commitments. Multi-Laser Drive Engine and reusable Eco Filter extend maintenance to 20,000 hours with Early Warning software reducing labor and waste. Laser LCD, 8 000 lumens, WUXGA
- Compact and lightweight body, designed with ultra-low noise operation (26dB)
- Wide Lens shift area and Ultra-Short Throw lens to expand installation capability
- Edge Blending function to realize versatile space creation
- Significant contribution to sustainability thanks to low Power consumption and Washable Eco Filter



## EB-PU1006W WUXGA 3LCD Laser Projector with 4K Enhancement

### **Overview:**

The EB-PU1006W offers larger-than-life images from a sleek, powerful projector that's easy to install. The most compact within Epson's Pro Series, it's compatible with a wide range of optional powered lenses, including a zero offset, .35 ultra-short-throw lens.

Delivering best-in-class color brightness<sup>2</sup>, with 6,000 lumens of color brightness and 6,000 lumens of white brightness<sup>3</sup>, this 3-chip, 3LCD projector features a virtually maintenance-free 20,000 hour laser light source and air filter<sup>4</sup>.

Full HD WUXGA resolution and 4K Enhancement Technology<sup>1</sup> (1920 x 1200 x 2) mean you get crystal-clear, lifelike images. Built-in NFC function<sup>5</sup> reduces the time to install and commission multiple projectors. And a clip-on optional external camera allows access to powerful automated tools including auto color calibration<sup>6</sup>, screen matching of multiple projectors<sup>7</sup>, tiling assist for edge blends<sup>8</sup>, and the stacking assist<sup>9</sup> function.

### **Key Features:**

- 6,000 lumens color/white brightness
- Native WUXGA with 4K Enhancement Technology
- Laser light source — up to 20,000 hours of use
- 11 optional powered lenses
- NFC function built-in



# UNFINISHED BUSINESS

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June 9, 2022

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

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

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

*Carroll Valley Path System – Phase I*

Awarded: \$25,000

The revised drawing and scope, along with an extension request, have been submitted to the County for review and consideration. GMS will connect with the County for confirmation on an extension and re-scope.

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

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

*Wastewater Treatment Plant Upgrades*

Awarded: \$700,000

The H2O grant expires on June 30, 2023. Once the Project has been bid, GMS will need copies of the public advertisement, bid responses, and bid tabulation. GMS submitted a reimbursement request for \$40,938. The Authority and the Borough executed the cooperation agreement, which allows both entities to incur costs for the grant.

*June 9, 2022*

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**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.

*Due to the increase in costs for the Wastewater Treatment Plant project, GMS is looking into additional funding sources that may be a fit for this Project. GMS and the Borough are working to schedule an initial kick-off meeting with PENNVEST to discuss additional funding opportunities.*

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

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

GMS assisted the Borough with completing and filing the Report, and it was submitted on April 22, 2022. The next report is due April 30, 2023.

**Next steps:** The Borough should confirm that its SAM registration is active.

#### **BROADBAND INITIATIVE**

Estimated project cost: \$171,503

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

#### **ELECTRONIC VEHICLE CHARGING STATIONS INITIATIVE**

There is not an estimated project cost at this time. GMS is reviewing potential programs and will provide the Borough with program summaries for further discussion.

#### **GREENWAYS, TRAILS AND RECREATION PROGRAM**

*Carroll Valley Borough Trail*

Grant Request: \$200,000

GMS submitted the Greenways, Trails and Recreation Program (GTRP) grant application on May 31, 2022. The scope of work was the same as what was submitted to the County's Adams County Parks, Recreation, and Green Space Grant Program. It includes a trail loop by Skylark Trail in the Borough and is estimated to cost \$239,375.

**Next Steps:** GMS to schedule meetings with Senator Mastriano and Representative Moul to discuss the project.



# NEW BUSINESS

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FOR YOUR INFORMATION

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FRIDAY JUNE 17, 2022



MARVEL STUDIOS

# SPIDER-MAN

*No Way Home*



Movies in the Park  
Carroll Valley Park, 5685 Fairfield Road  
Movie Starts at 7:30 pm  
FREE ADMISSION made possible by our sponsor:

**BulletpROOF**  
EXTERIORS LLC

# CARROLL VALLEY BOROUGH

invites you



featuring:

## THE REAGAN YEARS™



**SHOW BEGINS @ 6.30 PM**

**FIREWORKS (9.45 pm) \* food trucks \* DRINK TRUCKS\***

Located in Carroll Commons \* 5685 Fairfield Road

## Municipal Services Report

May  
2022

### **Road Work: 290 Man-Hours**

- Road work performed in May included.
  - Right of way mowing
  - Road sweeping
  - Road evaluation for seal coating and repairs needed
  - Roadside ditch cleaning on Skylark, Meadowlark, and Valley View Trails
  - Assisted Fairfield Fire Company to clean the culvert pipe of stones and debris on Meadow Trail
  - Fallen trees removed from Lakeside, Meadowlark and Partridge Trails
  - Storm grates were inspected and cleaned
  - Tree chipped that had fallen onto Fawn Trail

### **Equipment Maintenance and Repair: 108 Man-Hours**

- Municipal Services/Parks/Zoning/STP Departments: 108 Man-Hours
  - All mower blades sharpened, and mowers lubed
  - Hydraulic tank on EQMS5 (John Deere Boom Mower) temperature gauge was replaced due to leaking seals
  - Diesel tank was removed from MS2 (Ford F350) and installed on MS4 (Chevy Bucket truck)
  - Tire repaired on EQPK5 (Land Pride Batwing Mower)
- Police Department: 0 Man-Hours

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

### **Parks and Property Maintenance: 463.5 Man-Hours**

- Carroll Commons Park
  - Cleaned and sanitized playground equipment
  - Mowed and weed trimmed weekly
  - Built Form for new concrete entrance at the new maintenance building
  - Cleaned Stage and Installed Sunscreen for Movie-In-The-Park
  - Cortner Community Room was cleaned and prepared for the first rental of the year
- Ranch Trail
  - Routine maintenance included trash removal
  - Cleaned and sanitized playground equipment
  - Mowed and weed trimmed weekly
- Lake Kay Mini Park
  - Routine Maintenance consisted of trash collection
  - Mowed and weed trimmed weekly
- Municipal Services Facilities
  - Demolished Milk House at the Ranch Trail facility
  - Hauled scrap metal to scrap yard



**Miscellaneous, Admin and Training: 94 Man-Hours**

- Staff Meetings
- Set up and teardown for Daddy Daughter dance

**Sewer Treatment Plant: 16 Man-Hours**

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

**Paid Time Off: 194.5 Man-Hours**

**Holiday (Memorial Day): 48 Man-Hours**

Respectfully Submitted,

*Brad A. Sanders*

Brad A. Sanders

MS Supervisor

Hours/Mileage May 2022						
Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours		
MS1	2021 Mack Granite	1350	1443	93		
MS2	2000 Ford F-350	154422	154519	97		
MS3	2010 Ford F550 D/T	47122	47378	256		
MS4	2001 Chevy B/T	81584	81609	25		
MS5	2007 Freightliner Sweeper Truck	15523	15597	74		
MS6	2012 INT 7400 D/T	12731	12859	128		
MS7	1999 Int 5000 D/T	119018	119424	406		
MS8	2015 Mack Granite	12885	12910	25		
MS10	2012 Ford F550 D/T	74243	74447	204		
MS 11	2016 Ford F550 D/t	33698	34093	395		
Total Mileage				1703		
EQMS2	2006 Bobcat Skid loader	786.4	801.2	14.8		
EQMS3	2021 Volvo loader	13	34	21		
EQMS4	580 John Deere 570B Grader	748	749	1		
EQMS5	6310 John Deere Boom Mower	1198	1285	87		
EQMS6	Bandit Brush Chipper	315.7	319.5	3.8		
EQMS10	2019 JCB Backhoe	1001	1001	0		
EQPK1	2015 Scag Mower	1048	1083.3	35.3		
EQPK3	301A John Deere tractor	Hour meter inoperable				
EQPK 6	2018 Simplicity mower	305	321	16		
Total Equipment hours				178.9		

# Borough of Carroll Valley WWTP Monthly Report

Month            May-22

Total Monthly Flow	4.226 MGD
Average Monthly Flow	.136 MGD
Sludge Hauled	16,500 Gallons
Chlorine Usage	65 gallons
Total Precipitation	8.71"

May 5th and 6th attended training and a tour of the Gorman-Rupp plant in Mansfield, Ohio

Alexanders called in to clear a clog between aeration basins and clarifiers

Dug up and cleared a clog in the scum pit pump out line

Began treatment of some filamentous bacteria by chlorinating RAS

Fixed, replaced and ran in conduit an electrical line going to gate controller

Between the 4th and the 8th we had a major rain event with excess of 5.5" of precipitation

The plant was ran in hydraulic overload protocol for 36 hrs. Samples were taken as necessary and the plant stayed in compliance.