



BOROUGH COUNCIL AGENDA
TUESDAY, OCTOBER 12, 2021 – 7:00 P.M.

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

REGULAR MEETING

1. **Approval of Minutes: September 14, 2021 Regular Meeting**
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.
 - b. Adams County Historical Society – Andrew Dalton
3. **Ordinances and Resolutions**
4. **Mayor's Report – R. Harris**
 - a. Police Report
 - b. Around Town
 - c. Upcoming Events & Meetings of Interest
 - d. In Requiem
5. **Fire/EMS/EMA Report**
6. **Committee Reports**
 - a. Planning Commission
7. **Administrative Business – Borough Manager**
 - a. Treasurer's Report – September 2021
 - b. Resident Request
 - c. Notice of 2022 Liquid Fuels Allocation
 - d. KMIT Grant Award
8. **Unfinished Business**
 - a. Grant Funding Updates
 - b. Property Maintenance Update
 - c. High-Speed Broadband Update
 - d. Cortner Pavilion Project
9. **New Business**
10. **Open to the public**
 - a. Citizens wishing to comment will be asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
11. **Adjournment**

APPROVAL of MINUTES

PUBLIC COMMENT

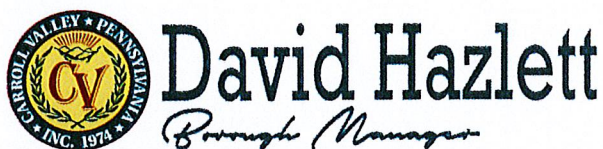
Gayle R. Marthers

From: David A. Hazlett
Sent: Friday, August 27, 2021 1:53 PM
To: Antigoni Ladd
Cc: Gayle R. Marthers
Subject: RE: Request to speak at your next Council meeting

We will place your request on our Agenda under the Public Comment section so that your organization will be recognized with 5 minutes at our council meeting.

The next meeting is Sep 14 at 7.00 pm.

Dave



BOROUGH OF CARROLL VALLEY

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

From: Antigoni Ladd <antigoniladd@tigrettcorp.com>
Sent: Friday, August 27, 2021 1:44 PM
To: David A. Hazlett <manager@carrollvalley.org>
Subject: Request to speak at your next Council meeting

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

David, thank you for taking my call this morning, despite your rushed schedule. I am a Board member of the Adams County Historical Society, and I am contacting each of the boroughs to see if our Executive Director, Andrew Dalton, might get on your agenda at your next meeting to speak about our request for funding.

We are building a museum, education center, and research library to serve the entire county, and it is our hope that you might share 5% of the funds that have been awarded by the American Rescue Plan.

If you would like more details, you may check the letter sent by Andrew Dalton on August 1 (copy attached) . If you want to give me a quick call or email response, feel free to use me as the "middle man." I look forward to working with you.

Antigoni

ORDINANCES and RESOLUTIONS

MAYOR'S REPORT



September 2021 Police Report

by
Chief Richard L Hileman II
Carroll Valley Borough Police



Special News / Achievements:

- The Carroll Valley Civil Service Commission has one application in process. The written test has been completed. The applicant passed and is moving on to the oral board. This candidate is the same candidate we tried to hire last year. He completed HACC Police Academy in 2020 and is still seeking his first, entry level position.



- The Department completed a Tri-annual Security Audit from the Pennsylvania Justice Network (JNET). JNET provides our access to a common online environment for authorized users to access public safety and criminal justice information. Our audit findings were returned as follows: After reviewing the returned audit, JNET has determined that this agency has received a Commendable Audit Rating, the highest rating possible to receive. A commendable audit rating indicates that the audit was returned on time, and no major or minor exceptions were found.



Upcoming events:

- Halloween will be observed as always on October 31st from 6-8 pm in Carroll Valley and Fairfield Borough as well as at Carroll Valley's Office 'Trunk or Treat'. Please expect heavy traffic and PLEASE watch out for our many little ghouls and goblins. Accompany trick-or-treaters younger than age 12. Pin a piece of paper with your child's name, address, and phone number inside your child's pocket in case you get separated. Encourage older kids to trick or treat with friends, parents, or older siblings. Make sure someone in the group has a flashlight with fresh batteries. Think about attaching reflective tape to his or her costume or treat bag.
- On October 23rd between 10 AM and 2 PM, Carroll Valley Police Department and Liberty Twp PD, in cooperation



National Prescription Drug Take Back Day

with the US Drug Enforcement Agency and Collaborating for Youth, will give the public its 18th opportunity in 9 years to prevent pill abuse and theft by removing from their homes potentially dangerous, expired, unused, and unwanted prescription drugs. Bring your pills for disposal.

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:
10/07/2021

Beginning Date: 09/01/2021

Ending Date: 09/30/2021

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Carroll Valley Borough

Total Offenses	3	Clearance Rate	0
% change from last year	-70%	Last years rate	60%
Total Arrests	2	Hate Crime Offenses	0
% change from last year	-60%	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			4
Burglary			1
Larceny			1
Motor Vehicle Theft			
Arson			
Simple Assault	1		
Intimidation			1
Bribery			
Counterfeiting/Forgery			
Vandalism	2		2
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud			1
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			
Incest			
Statutory Rape			
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
Total Group "A"	3		10

Crime Against Person

1 - This year
5 - Last year
-80% - Percent Change

Crime Against Property

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

Crime Against Society

- This year
- Last year
0 - 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	1
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	1
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	0
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
Total Group A Arrests	0	0	0	0	2
Group "B" Arrests					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	1
DUI	1	0	0	1	2
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	1	0	1	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
Total Group B Arrests	1	1	0	2	3
Total Arrests	1	1	0	2	5

Traffic Enforcement:

- Officers conducted 13 vehicle stops this month and were called to 3 vehicle crashes. Together these resulted in 1 DUI arrest as well as 15 citations, faulty equipment notices, and warnings.



Citations, Faulty Equipment and Warning Cards	Count
1301 (Title 75) - Registration and certificate of title required	4
3362 (Title 75) - Maximum speed limits	2
4303 (Title 75) - General lighting requirements	2
4704 (Title 75) - Inspection by police or Commonwealth personnel	2
1515 (Title 75) - Notice of change of name or address	1
1372 (Title 75) - Unauthorized transfer or use of registration	1
3309 (Title 75) - Driving on roadways laned for traffic	1
1543 (Title 75) - Driving while operating privilege is suspended or revoked	1
1786 (Title 75) - Required financial responsibility	1
Grand Total	15

Miscellaneous:

Calls for Service	September 2020	September 2021	YTD 2020	YTD 2021
Calls from Public		81		910
Officer initiated		16		402
Total CV Calls	130	97	960	1312

Vehicle Mileage

	Starting	Ending	Total
2017 Dodge Charger Unmarked	16,609	17,408	799
2017 Dodge Charger Marked	64,640	64,983	343
2014 Dodge Charger Unmarked	77,595	79,099	1,504
2014 Dodge Charger Marked	85,094	85,201	107
2010 Ford Exp Marked	82,845	82,951	106
		Total	2,859

***Note:** Due to the interest, we audited the fuel and mileage logs for the 2010 Ford Expedition. We found there was an error. The vehicle started December 2020 with a mileage of 82,330 and finished September with 82,845 for a total use during that period of 515. Of course, as was stated, most of that use was getting around in heavier snow conditions.



September 2021 Fairfield Police Report Supplement



by
Chief Richard L Hileman II
Carroll Valley Borough Police

Calls for Service:

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

Fairfield Calls for Service Month	Total	Fairfield Calls for Service YTD	Total
ASSIST - FIRE/EMS	4	ANIMAL COMPLAINT	1
CRIMINAL MISCHIEF	1	ASSIST - FIRE/EMS	35
DRUG ACTIVITY	1	ASSIST - OTHER POLICE	1
MENTAL HEALTH / WELFARE	1	CHILD WELFARE	2
MISC CALL FOR SERVICE	2	CRIMINAL MISCHIEF	4
SUSPICIOUS ACTIVITY	1	DISTURBANCE/NOISE	3
THEFT	3	DOMESTIC DISTURBANCE	17
THREATS / HARRASSMENT / STALKING	1	DRIVING UNDER THE INFLUENCE	1
TRAFFIC COMPLAINT	3	DRUG ACTIVITY	1
TRESPASS	1	FRAUD	4
VEHICLE CRASH	1	MENTAL HEALTH / WELFARE	11
VEHICLE STOP	10	MISC CALL FOR SERVICE	22
Grand Total	29	SUSPICIOUS ACTIVITY	7
		THEFT	9
		THREATS / HARRASSMENT / STALKING	14
		TRAFFIC COMPLAINT	15
		TRESPASS	2
		VEHICLE CRASH	4
		VEHICLE STOP	166
		Z COURT / JUSTICE	1
		Z FOLLOW-UP	20
		Grand Total	340

Citations:

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

Citations, Faulty Equipment and Warning Cards	Count
3362 (Title 75) - Maximum speed limits	5
1786 (Title 75) - Required financial responsibility	2
4303 (Title 75) - General lighting requirements	1
1312 (Title 75) - Notice of change of name or address	1
1301 (Title 75) - Registration and certificate of title required	1
1501 (Title 75) - Drivers required to be licensed	1
Grand Total	11



Offense and Arrest Summary Report

Printed On:
10/07/2021

Page 1 of 1

Beginning Date: 09/01/2021

Ending Date: 09/30/2021

Agency: CARROLL VALLEY BOROUGH

Municipality: Fairfield Borough

Total Offenses 4 **Clearance Rate** 25%
% change from last year -33.33% **Last years rate** 33.33%

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

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

Arrest Rate per 100,000 Population : 0.00

Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	1	0	0	1	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
Total Group A Arrests	1	0	0	1	1
Group "B" Arrests					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	0	0	0	0	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
Total Group B Arrests	0	0	0	0	0
Total Arrests	1	0	0	1	1

Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny	2		2
Motor Vehicle Theft			
Arson			
Simple Assault			
Intimidation			1
Bribery			
Counterfeiting/Forgery			
Vandalism	1		1
Drug/Narcotic Violations	1	1	1
Drug Equipment Violations			1
Embezzlement			
Extortion/Blackmail			
Fraud			
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			
Incest			
Statutory Rape			
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
Total Group "A"	4	1	6

Crime Against Person

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

Crime Against Property

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

Crime Against Society

1 - This year
2 - Last year
-50% - Percent Change

FIRE/EMS/EMA REPORT

FAIRFIELD FIRE & EMS

Fire Report – August, 2021

Calls for the Month –	17
Year to Date Total -	155

Nature of Call(s)

Fire Police -	4
Fire – Structure	0
Vehicle Fire	1
Automatic Fire Alarm	1
Motor Vehicle Accident	4
Landing Zone	1
Medical Assist	4
Outside Investigation	1
Standby	1

Location of Call(s)

Carroll Valley Borough	2
Fairfield Borough	1
Franklin Township	3
Freedom Township	
Hamiltonban Township	4
Highland Township	4
Liberty Township	1
Cumberland Township	1
South Hampton Twp., Cumberland Co.	1

FAIRFIELD FIRE & EMS

Fire Report – September, 2021

Calls for the Month –	23
Year to Date Total -	178

Nature of Call(s)

Fire Police -	1
Fire – Structure	1
Automatic Fire Alarm	2
Motor Vehicle Accident	2
Wires	3
Water Rescue	1
Inside Investigation	3
Oil Spill / Fuel Spill	2
Medical Assist	8

Location of Call(s)

Carroll Valley Borough	11
Fairfield Borough	1
Franklin Township	1
Freedom Township	
Hamiltonban Township	4
Highland Township	2
Liberty Township	3
Frederick County, MD	1



FAIRFIELD FIRE & EMS

P.O. Box 587
106 Steelman Street
Fairfield, PA 17320

County Inc. #
51687

Phone: (717) 642-8105 • Fax (717) 642-8165

Oil spill - ~~Sept 23~~ Sept 24

Responded 14:36 - 17:10 Returned

1 Engine - 2 Pickup trucks used 20 Bags

OS - Stay Dry Company Did Deliver () Bags

OS Stay Dry to station on Friday 24 Sept-

Responders

Bill Jacobs

Adam Jacobs

tye Farace

Chad Fogle

Mike Hartlagen

Brad ~~Sargent~~ Shughart

2 1/2 Hrs on scene

1 Hr For 3, to get Equipmt Back

In service

William M. Jacobs Chief

FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT

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



MONTHLY FIRE REPORT FOR SEPTEMBER 2021

Breakdown of calls by type:	Vehicle accident.....	1
	Traffic control.....	1
	Wires and trees.....	1
	Land Rescue.....	1
	<u>Good Intent.....</u>	<u>5</u>
	TOTAL	9

Notes:

114 calls so far for the year. Participated in the annual Adams County Firefighters Memorial service.

David M. Martin

A handwritten signature in black ink, appearing to read "David M. Martin".

Fire Chief

cc: Carroll Valley Borough
Hamiltonban Township
Liberty Township

Fountain Dale Volunteer Fire Department



This report was generated on 10/5/2021 11:50:15 AM

Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 09/01/2021 | End Date: 09/30/2021

Incident Date	Address	Incident Type
09/01/2021	Monterey Lane, Blue Ridge Summit, PA 17214	Dispatched & cancelled en route
09/07/2021	Waynesboro Pike, Fairfield, PA 17320	Motor vehicle accident with no injuries.
09/15/2021	Cascade Road, Cascade-Highfield, MD 21719	Dispatched & cancelled en route
09/16/2021	Naylor Road, Sabillasville, MD 21780	Power line down
09/18/2021	St. Anthony Road, Emmitsburg, MD 21727	Dispatched & cancelled en route
09/20/2021	Fairfield Road, Fairfield, PA 17320	Dispatched & cancelled en route
09/25/2021	Hampton Valley Road, Emmitsburg, MD 21727	Extrication, rescue, other
09/28/2021	Harbaugh Valley Road, Emmitsburg, MD 21727	Dispatched & cancelled en route
09/30/2021	Buchanan Trail East, Blue Ridge Summit, PA 17214	Motor vehicle accident with no injuries.

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.

COMMITTEE REPORTS

Planning Commission Meeting 10/4/2021 notes:

- Open to the public - Lauren Meter (?) from Adams County Planning
 - Onward 2050 long range transportation plan
 - More specific and detailed than the PennDOT long range plan
 - Open dialog with commission and council identified many concern roads and intersections
 - Lauren took notes of all areas
- No new business
- Old business
 - Chapter 27 - no additional material changes were discussed
 - minor tweaks by Rob to the map
 - Set tentative dates for the adoption process
 - planning meeting public meeting: Nov 1, 2021
 - Council sends to county: Nov 2, 2021
 - Council public meeting Jan 11, 2022
 - Council publishes notice of intent: Feb 15, 2022
 - copy of enacted ordinance sent to county: Feb 16, 2022
- Rob offered to help with advertisement and presentations at public meetings

Respectfully Submitted,
Michael Wight
Chairperson,
Carroll Valley Planning Commission

ADMINISTRATIVE BUSINESS

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

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$32,756.39	\$0.00	\$0.00	\$175.50	\$73,990.52	\$0.00	\$106,922.41	\$3,985.52
INVESTMENTS	\$3,243,221.10	\$0.00	\$0.00	\$0.00	\$0.00	\$599,794.49	\$3,843,015.59	\$256,853.00
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$33,396.35	\$5,871.88	\$616,521.89	\$0.00	\$899,142.05	\$0.00	\$1,554,932.17	\$0.00
DUE TO OTHER FUNDS	\$1,286,775.46	\$47.70	\$37,431.53	(\$3,048.18)	\$183,669.27	\$0.00	\$1,504,875.78	\$52,076.73
LIABILITIES	\$15,272.69	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$157,272.97	\$730.93
NET BALANCE	\$2,007,750.69	\$5,824.18	\$579,115.36	(\$138,776.60)	\$789,463.30	\$599,794.49	\$3,843,171.42	\$208,080.86

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$167,088.44	\$60.00	\$24,607.55	\$25,605.60	\$1,802.00	\$5.77	\$219,169.36	\$770.46
ACTUAL EXPENDITURES (-)	\$121,960.16	\$47.70	\$17,062.28	\$25,605.60	\$25,956.60	\$1,704.56	\$192,336.90	\$10.00
ENCUMBERED FUNDS (-)	\$13,476.52	\$0.00	\$4,931.66	\$0.00	\$94,483.00	\$0.00	\$112,891.18	\$0.00
NET TRANSACTION BALANCE	\$31,651.76	\$12.30	\$2,613.61	\$0.00	(\$118,637.60)	(\$1,698.79)	(\$86,058.72)	\$760.46

END OF PERIOD								
CHECKING ACCOUNT	\$33,142.41	\$0.00	\$0.00	\$175.50	\$74,018.79	\$0.00	\$107,336.70	\$3,975.52
INVESTMENTS	\$3,280,917.30	\$0.00	\$0.00	\$0.00	\$0.00	\$598,095.70	\$3,879,013.00	\$257,623.46
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$39,500.81	\$5,884.18	\$618,910.25	\$0.00	\$887,336.48	\$0.00	\$1,551,631.72	\$0.00
DUE TO OTHER FUNDS	\$1,277,370.55	\$47.70	\$31,158.69	(\$3,048.18)	\$196,046.57	\$0.00	\$1,501,575.33	\$52,076.73
LIABILITIES	\$22,459.23	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$164,459.51	\$730.93
NET BALANCE	\$2,054,155.74	\$5,836.48	\$587,776.56	(\$138,776.60)	\$765,308.70	\$598,095.70	\$3,872,396.58	\$208,841.32

Check Register with Invoices

Borough of Carroll Valley

08-Oct-21

From: 01-Sep-21 To: 30-Sep-21

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

1091	9/1/2021	14510	BCV F&M Sinking Fund		\$12,802.80	O
			9121 Transfer for payment of 9/1/21 for Loan # 410681-0		\$12,802.80	
1092	9/27/2021	14510	BCV F&M Sinking Fund		\$12,802.80	O
			92721 Transfer for payment of 10/1/21 for Loan #410681-0		\$12,802.80	

Bank Total:

\$25,605.60

Check Register with Invoices

Borough of Carroll Valley

08-Oct-21

From: 01-Sep-21 To: 30-Sep-21

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

1059	9/1/2021	14505	F&M TRUST		\$12,802.80	O
			9121 New Building: Payment of 9/1/21		\$12,802.80	
1060	9/27/2021	14505	F&M TRUST		\$12,802.80	O
			92721 New Building: Payment of 10/1/21		\$12,802.80	
Bank Total:					\$25,605.60	

Check Register with Invoices

Borough of Carroll Valley

08-Oct-21

From: 01-Sep-21 To: 30-Sep-21

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

545	9/14/2021	14643	SPECIALTY GRANULES INC.		\$1,704.56	O
			7005415057 Freedom Trail: 2A Stone		\$427.57	
			7005414748 Freedom Trail: 2A Stone		\$339.82	
			7005414417 Freedom Trail: 2A Stone		\$344.68	
			7005414224 Freedom Trail: 2A Stone		\$592.49	

Bank Total:

\$1,704.56

Check Register with Invoices

Borough of Carroll Valley

08-Oct-21

From: 01-Sep-21 To: 30-Sep-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
Bank Account: 51 F&M GF - Checking						
34206	9/14/2021	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,884.31	O
			3000-921 STP: Country Club Trl. Pump Station: Svc 7/31/21-8		\$132.92	
			4704-921 STP: Sanders Rd. Pump Station: Svc 7/31/21-8/31/21		\$1,662.67	
			4700-921 Boro Office: Svc 7/31/21-8/31/21		\$1,088.72	
34207	9/14/2021	27	ALEXANDERS PLUMBING & PUMPS, I		\$15.52	O
			52749 Glue & Pipe Fittings		\$15.52	
34208	9/14/2021	1191	COMCAST CABLE		\$732.14	O
			129808003-4 Boro Office: Svc 9/1/21-9/30/21		\$220.69	
			129808003-1 14 Ranch Trl: Svc 9/1/21-9/30/21		\$119.94	
			129808003-2 PL: Svc 9/1/21-9/30/21		\$282.00	
			129808003-3 Zoning: Svc 9/1/21-9/30/21		\$47.00	
			129808003 STP: 119A Sanders Rd: Svc 9/1/21-9/30/21		\$62.51	
34209	9/14/2021	14219	COMMUNITY MEDIA OF SOUTH CENT		\$200.00	O
			1317 CVB Council Meeting: August 2021		\$200.00	
34210	9/14/2021	110	EXCALIBUR TOWING		\$1,325.00	O
			91021 PL: Impounds		\$1,325.00	
34211	9/14/2021	521	FREEDOM SYSTEMS		\$1,695.00	O
			91021 2021 Year End Processing Service		\$1,695.00	
34212	9/14/2021	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			2778 Retainer for the month of August 2021		\$3,000.00	
34213	9/14/2021	14441	JEDIDIAH FETTER		\$673.22	O
			[REDACTED]		\$673.22	
34214	9/14/2021	14152	Keystone Pump & Power, LLC		\$1,098.44	O
			23143 Pump Rental		\$1,098.44	
34215	9/14/2021	825	KPI TECHNOLOGY		\$3,178.00	O
			8708-3 SEO Services		\$1,877.58	
			8708 Cortner Pavilion Remodel		\$351.00	
			8708-1 Lake Carroll Engineering Services		\$529.46	
			8708-2 Ranch Trl Bridge Engineering Services		\$419.96	
34216	9/14/2021	196	LABORATORY, ANALYTICAL & BIOLO		\$264.00	O
			98567 STP: Testing August 2021		\$264.00	

Check Register with Invoices

Borough of Carroll Valley

08-Oct-21

From: 01-Sep-21 To: 30-Sep-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34217	9/14/2021	975	PA MUNICIPAL HEALTH INSURANCE		\$32,514.30	O
			91021 October 2021: Major Medical, Dental, Vision		\$32,514.30	
34218	9/14/2021	874	PENNSYLVANIA ONE CALL SYSTEM,		\$19.80	O
			919596 August 2021: Activity Fee		\$19.80	
34219	9/14/2021	14584	READYREFRESH BY NESTLE		\$85.38	O
			20000781 STP: Water: July & August 2021		\$23.97	
			20040191 MS: Water: July & August 2021		\$61.41	
34220	9/14/2021	14145	SALZMANN HUGHES, P.C.		\$1,392.75	O
			08095 Representation as Borough Solicitor		\$998.00	
			08099 Municipal Claims		\$394.75	
34221	9/14/2021	310	SHEALERS SEPTIC SERVICE		\$4,598.00	O
			910-21-1 STP: Sludge haul to Hsbg: August 2021		\$600.00	
			91021 HT: August 2021		\$3,998.00	
34222	9/14/2021	1239	SPRINT		\$137.96	O
			3790-148 PL: Connection Card Data Plan: Svc 8/1/21-8/31/21		\$137.96	
34223	9/14/2021	14548	Stacy L. Krietz		\$350.80	O
			91021 August 2021: Office Cleaning		\$350.80	
34224	9/14/2021	328	STEPHENSON EQUIPMENT		\$575.00	O
			90009575 MS4: OSHA Inspection		\$575.00	
34225	9/14/2021	14607	STOUFFER MECHANICAL CONTRACTO		\$805.00	O
			5577 Boro Building Humidity Issue		\$490.00	
			5578 Boro Building Humidity Issue		\$315.00	
34226	9/14/2021	14232	TALLEY PETROLEUM ENTERPR		\$1,883.31	O
			91421 Fuel & Diesel Fuel: August 2021		\$1,883.31	
34227	9/14/2021	14493	THE YORK WATER COMPANY		\$86.18	O
			91021 Water: Svc 7/23/21-8/24/21		\$86.18	
34228	9/14/2021	17713	TOSHIBA FINANCIAL SERVICES		\$332.33	O
			452408990 September 2021: Copier Lease		\$332.33	
34229	9/14/2021	363	U.S. MUNICIPAL SUPPLY, INC.		\$198.14	O
			6187351 Duck Signs		\$132.00	

Check Register with Invoices

Borough of Carroll Valley

08-Oct-21

From: 01-Sep-21 To: 30-Sep-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			6187351-1 No Outlet Sign		\$44.35	
			6187351-2 Shipping		\$21.79	
34230	9/14/2021	1222	WELLSPAN OCCUPATIONAL HEALTH		\$101.00	O
			386452 UDS Collection		\$26.00	
			[REDACTED]		\$75.00	
34231	9/14/2021	14207	WEST PENN POWER		\$2,348.49	O
			218-921 Street Lights		\$2,074.10	
			822-921 Green Trl: Svc 8/2/21-8/30/21		\$7.82	
			872-921 14 Ranch Trl: Svc 8/2/21-8/30/21		\$212.52	
			594-921 Ranch Trl: Svc 8/2/21-8/30/21		\$11.06	
			291-921 14 Ranch Trl: Barn: Svc 8/2/21-8/30/21		\$42.99	
34232	9/14/2021	14622	WILLIAMS SCOTSMAN, INC.		\$532.50	O
			398557 STP: September 2021 Office Trailer		\$532.50	
34233	9/27/2021	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,105.22	O
			4500-921 Trout Run Trl: Svc: 7/31/21-8/31/21		\$128.72	
			8400-921 Jacks Mtn Rd: Svc: 7/31/21-8/31/21		\$41.97	
			4200-921 Ski Run Trl: Svc: 7/31/21-8/31/21		\$83.87	
			4800-921 MS Bldg: Svc: 7/31/21-8/31/21		\$48.14	
			1500-921 Street Lights		\$1,681.25	
			1701-921 Pavilion: Svc 7/31/21-8/31/21		\$121.27	
34234	9/27/2021	14374	AMERICAN UNITED LIFE INS		\$343.20	O
			92721 Life & Disability Premium: October 2021		\$343.20	
34235	9/27/2021	14211	AT&T MOBILITY		\$182.66	O
			9262021 Wireless Svc: 8/19/21-9/18/21		\$182.66	
34236	9/27/2021	1191	COMCAST CABLE		\$392.81	O
			19274-921 99 Country Club Trl: Emergency Dialer		\$95.20	
			2989-921 STP: 119A Sanders Rd.: Svc 9/13/21-10/12/21		\$51.21	
			2005-921 Internet Fees		\$246.40	
34237	9/27/2021	356	GETTYSBURG TIMES		\$173.83	O
			40769 Legal Ad: Police Officer		\$173.83	
34238	9/27/2021	1156	KAREN HEFLIN, RECORDER		\$37.00	O
			92721 Filing Fee: Strm Wtr. Agreement: 114 Janet Trail		\$18.50	
			92721-1 Filing Fee: Strm Wtr. Agreement: 13 Upper Trail		\$18.50	

Check Register with Invoices

Borough of Carroll Valley

08-Oct-21

From: 01-Sep-21 To: 30-Sep-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34239	9/27/2021	242	PA STATE ASSOC. OF BOROUGHGS		\$48.63	O
			28979 Random Drug Testing: 8/18/21		\$48.63	
34240	9/27/2021	14643	SPECIALTY GRANULES INC.		\$287.84	O
			7005415997 Stone for Walking Path		\$287.84	
34241	9/27/2021	14548	Stacy L. Krietz		\$530.80	O
			92721 September 2021: Office Cleaning		\$530.80	
Bank Total:					\$65,128.56	

October 4, 2021

To the Carroll Valley Council Board,

In reference to Chapter 26-104, Well Design Standards.

Hello,

My name is Justin Martin, and I am the owner of 30 Mason Dixon Trail, Fairfield, PA 17320. I am writing in reference to the notice that I received stating that my well does not appear to be set back 10 feet away from the property line.

On September 26th, 2019, Randall Alexander Well Drilling came out to my property and drilled the well. Upon drilling the well, I was not notified that there was an issue until August 31st, 2020. Continuing, where the well is currently located, it does not interfere, nor does it affect any other home owners at its location.

As a result, I am asking the Carroll County Council Board to reconsider and grant a relief order for this well.

Thank you for your time and consideration.


Justin Martin
(717) 357-3521



**NOTICE OF ESTIMATED ALLOCATION
MUNICIPAL LIQUID FUELS AND TURNBACK**

September 2021

01413 CARROLL VALLEY
5685 FAIRFIELD ROAD
CARROLL VALLEY, PENNSYLVANIA 17320

Dear Municipal Officials:

This letter shall serve as notification that your ESTIMATED Liquid Fuels (Act 655) allocation for 2022 is \$ 228,225.85. Please note that a portion of this payment is based on the State’s Motor License Fund taxes to be collected during the remainder of the year. Therefore, changes in consumption or wholesale price could affect the final payment amount.

This amount is based on the mileage of 52.52 and the population of 3876 for your municipality, according to our records as of January 1, 2021. **Any changes made to your mileage figures in 2021 and/or to your population due to the official results of the 2020 census will be reflected in your March 1, 2022 ACTUAL Liquid Fuels payment.**

In order to receive your payment on March 1, 2022, your municipality must be CERTIFIED by February 13, 2022. To be CERTIFIED you must submit the following completed reports to the indicated organization (see actual reports for mailing address):

<u>Report Name</u>	<u>Submit To</u>
1. MS-965 Actual Use Report of State Funds	PennDOT District Office
2. Survey of Financial Condition	DCED
3. Report of Appointed and Elected Officials	DCED

Additionally, while the Department of Community and Economic Development’s (DCED’s) due date for the 2021 Survey of Financial Condition (SOFC) remains March 15 of each year, in order for you to actually receive your payment on March 1, 2022, the SOFC must also be submitted by February 13, 2022.

In addition to filing the above reports with the correct organization by the date indicated, you should ensure that any findings from the audit of your Liquid Fuels Fund,





KEYSTONE MUNICIPAL
INSURANCE TRUST

Gayle Marthers
Carroll Valley Borough
5685 Fairfield Rd.
Fairfield, PA 17320

October 1, 2021

Congratulations!

We are pleased to inform you that your application for KMIT's 2021 Safety Grant has been accepted as follows:

Project description: Road Work Signs

Amount requested: \$2,500.00

Amount awarded: \$2,500.00

Thank you for your interest in the program and for taking advantage of this great opportunity. Interest in the program exceeded the amount of funding available. The KMIT team was able to fund some projects for the full amount requested, some were partially funded, and others were not awarded any funds.

Attached is the Safety Grant Follow-Up form. Please submit the form along with your receipts as soon as your project purchases have been completed. Recall that the projects need to be completed by July 1 of the following year.

Please call KMIT at 800-472-8887 if you have any questions.

Sincerely,
Keystone Municipal Insurance Trust

Michael C. Kilmer
Administrator



Enclosures

UNFINISHED BUSINESS



October 7, 2021

Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

PA SMALL WATER AND SEWER PROGRAM UPDATE

Carroll Valley Wastewater Treatment Facility Upgrades Project

Awarded \$425,000

The first reimbursement request was submitted on September 10, 2021. The reviewer had additional questions on the submission and GMS is coordinating with the Authority to provide answers.

Next Steps: The Authority should continue to forward Wm. F. Hill (engineering) and Doli Construction invoices and copies of payment to GMS. GMS will draft payment requests for partial reimbursement.

ADAMS COUNTY PARKS, RECREATION AND GREEN SPACE GRANT PROGRAM UPDATE

Carroll Valley Path System – Phase I

Awarded \$25,000

The County has requested additional information be submitted prior to making a decision on the project re-scope request. GMS is coordinating with the Borough to gather the necessary documentation including a more detailed cost estimate and preliminary concept plan of the trail.

Next Steps: If the re-scope is approved, the Borough should coordinate with FSA and continue to 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

H2O PA funds will be used for the second phase of the WWTP project. The H2O grant expires on June 30, 2023. On October 1, 2021, Wm. F. Hill provided the bid documents for GMS to review for compliance with grant requirements. Once the bid documents have been approved by all parties, the project should go to bid. GMS will need copies of the public advertisement, bid responses, and bid tabulation.

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

CARLISLE

354 Alexander Spring Rd.
Carlisle, PA 17015

www.GMSFundingSolutions.com
(717) 552-2639

HARRISBURG

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

October 7, 2021

COVID-19 ARPA LOCAL FISCAL RECOVERY FUNDS (LFRF)

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

The Borough received notice that the first Project and Expenditure Report (Report) is now due April 30, 2022 instead of by October 31, 2021. GMS will assist the Borough with completing and filing the Report(s).

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

BROADBAND INITIATIVE

Estimated project cost: \$171,503

GMS is researching potential funding sources to extend Broadband services in the Borough. Two possible funding opportunities are the County American Rescue Plan Act (ARPA) funds and the Broadband Capital Project Program funds through the US Department of Treasury.

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



NEW BUSINESS

FOR YOUR INFORMATION

Municipal Services Report
September
2021

Road Work: 493.5 Man-Hours

Road work performed in September included:

- Three (3) Days of storm Clean-up from Tropical Storm Ida
- Seal Coating Projects completed on 9/24/2021:
 - Freedom Trail project – Roadway was widened, a stone base layer and clean stone layer were applied, and the area was seal coated with tar and chip
 - Plainview Trail, High Trail and Buffalo Trails had sections that were prepared and then seal coated with tar and chip
- Right-of-way mowing continued throughout the Borough
- Flat Trail and Mason Dixon Trail's ditches were cleaned and compacted near the road edge due to erosion that had started to cause damage to the roadway
- Bluebird Trail and Partridge Trail's culvert pipes were cleaned out and side ditches were reshaped to control stormwater run-off and deter erosion
- Several trees were removed from the roadways throughout the month. Affected roadways were Country Club Trail, Shirley Trail, East Wind Trail, and Upper Trail.
- Assisted with the cleanup caused by a hydraulic line failure on a trash truck

Equipment Maintenance and Repair: 74 Man-Hours

- Municipal Services/Parks/Zoning/STP Departments:
 - Repaired hitch on batwing mower, welded and plated worn hitch clevis.
 - Concrete/road saw repair- spark plug, carburetor adjusted
 - Mirror replaced on MS6
 - Replaced blades, bushings, and clevis' on EQMS 5 (boom mower) head
 - Several pieces of MS equipment were washed and inside cab area cleaned
- Police Department: (4 man-hours)
 - Serviced PL20, oil change with new oil and air filters installed
 - Transported all Police vehicles to Borough Office for routine calibration

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

Parks and Property Maintenance: 340 Man-Hours

- Carroll Commons Park
 - Routine Maintenance to include mowing, trimming of weeds and trash collection
 - Repaired walking paths caused by flooding
 - Clean and sanitize playground equipment
 - Clean and maintain pavilion
 - Excavated area, leveled with aggregate, and placed patio pavers at stage
 - Placed topsoil, graded, seeded, and mulched area around new patio
- Ranch Trail
 - Routine maintenance to include mowing, trimming of weeds and trash collection

- Clean and sanitize playground equipment
- Lake May
 - Routine Maintenance to include mowing, trimming of weeds and trash collection
- Lake Kay Mini park
 - Routine Maintenance to include mowing, trimming of weeds and trash collection

Miscellaneous, Admin and Training: 52 Man-Hours

- Staff Meetings
- Budget preparation
- Met with contractors regarding quotes for municipal building roof and siding painting
- Met with, scheduled and provided oversight of contractors for road seal coating project

Sewer Treatment Plant: 20 Man-Hours

- Three (3) MS staff attended the sewer plant operators testing in Gettysburg

Paid Time Off: 116 Man-Hours

Holiday (Labor Day): 56 Man-Hours

Respectfully Submitted,

Brad A. Sanders

Brad A. Sanders

MS Supervisor

Hours/Mileage Sept. 2021						
Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours		
MS1	2021 Mack Granite	534	884.6	350.6		
MS2	2000 Ford F-350	152175	152481	306		
MS3	2010 Ford F550 D/T	44813	45039	226		
MS4	2001 Chevy B/T	81204	81233	29		
MS5	2007 Freightliner Sweeper Truck	15289	15289	0		
MS6	2012 INT 7400 D/T	12185	12498	313		
MS7	1999 Int 5000 D/T	117733	118074	341		
MS8	2015 Mack Granite	12422	12464	42		
MS9	2006 Int 7400 D/T	18570	18570	0		
MS10	2012 Ford F550 D/T	71945	72068	123		
MS 11	2016 Ford F550 D/t	30808	31151	343		
Total Mileage for September				2073.6		
EQMS2	2006 Bobcat Skid loader	755	764	9		
EQMS3	2004 CAT IT 14G loader	4219	4227	8		
EQMS4	580 John Deere 570B Grader	719	730.8	11.8		
EQMS5	6310 John Deere Boom Mower	1144	1168.1	24.1		
EQMS6	Bandit Brush Chipper	301	301	0		
EQMS10	2019 JCB Backhoe	768	788	20		
EQPK1	2015 Scag Mower	984.5	1004.2	19.7		
EQPK3	301A John Deere tractor	Hour meter inoperable				
EQPK 6	2018 Simplicity mower	269.5	281.6	12.1		
Total Equipment hours				104.7		