



TUESDAY, JULY 11, 2023 – 7:00 P.M.

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

REGULAR MEETING

1. Approval of Minutes: June 13, 2023 Regular Meeting

PUBLIC HEARING

PROPOSED ZONING ORDINANCE WILL, IF ADOPTED BY THE CARROLL VALLEY BOROUGH COUNCIL, MODIFY REGULATIONS PERTAINING TO (I) THE PARKING AND STORAGE OF CERTAIN VEHICLES AND ITEMS; AND (II) HOME-BASED BUSINESSES; REAFFIRM CHAPTER 27 AS AMENDED; AND SET FORTH AN EFFECTIVE DATE.

1. Overview of Proposed Amendment – Richard Mathews
2. Public Comment - Citizens wishing to comment will be recognized in the Order of their listing on the Appearance Sheet and are asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
3. Adjournment

REGULAR MEETING (cont'd)

2. Open to the public

- a. Citizens wishing to comment will be recognized in the Order of their listing on the Appearance Sheet and are asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.

3. Ordinances and Resolutions

- a. Ordinance #3-2023: Chapter 27 Amendment: Regarding Trailers

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. Finance Committee

7. Administrative Business – Borough Manager

- a. Treasurer's Report – June 2023
- b. FY 2022 Audit – For Advertisement
- c. Offer of Lot Donation
- d. Municipal Surplus Sale
- e. Tax Claim Property Issue

8. Unfinished Business

- a. Grant Funding Updates

9. New Business

10. Open to the public

- a. Citizens wishing to comment will be asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.

11. Adjournment

APPROVAL of MINUTES

PUBLIC HEARING

NOTICE

Notice is hereby given that Borough Council for the Borough of Carroll Valley, Adams County, Pennsylvania, will hold a public hearing on Tuesday, July 11, 2023, at 7:00 PM at the Borough Office at 5685 Fairfield Road, Carroll Valley, Adams County, Pennsylvania to receive public comment on the proposed zoning ordinance amendment summarized below. Borough Council for the Borough of Carroll Valley intends to consider for adoption and vote upon the enactment of the proposed ordinance summarized below during the regular meeting, which will begin immediately following the adjournment of the public hearing scheduled on July 11, 2023.

The title of the proposed Ordinance is, **“AN ORDINANCE OF THE BOROUGH OF CARROLL VALLEY AMENDING CHAPTER 27 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES TO: MODIFY REGULATIONS PERTAINING TO (i) THE PARKING AND STORAGE OF CERTAIN VEHICLES AND ITEMS; AND (ii) HOME-BASED BUSINESSES; REAFFIRM CHAPTER 27 AS AMENDED; AND SET FORTH AN EFFECTIVE DATE.”**

If enacted the ordinance will amend Section 201 of the Carroll Valley Zoning to add and/or supplement various definitions pertaining to the parking and storage of recreational vehicles, boats and travel trailers. The proposed ordinance will also modify the definition of no-impact home based businesses regarding the storage or staging of commercial products, materials, or equipment in excess of those normally associated with residential use. If enacted the ordinance will also amend Section 1415 (C) (2) of the Zoning Ordinance to modify the regulations pertaining to the parking and storage of recreational vehicles, boats and travel trailers.

Copies of the proposed Ordinance have been filed with the newspaper publishing this notice and at the Adams Law Library, 117 Baltimore Street, Room 305, Gettysburg, PA 17325. The full text of the proposed Ordinance may be examined without charge at the Borough Office, at 5685 Fairfield Road, Carroll Valley, Pennsylvania, Monday through Friday, 8:00 AM to 4:30 PM. Any person who needs an accommodation in order to gain access to or participate in this public meeting should call 717-642-8269 prior to the public hearing date.

Zachary M. Rice, Borough Solicitor

Ad to Run: June 23, 2023
June 30, 2023

REGULAR MEETING (cont'd)

PUBLIC COMMENT

ORDINANCES and RESOLUTIONS

CARROLL VALLEY BOROUGH
ADAMS COUNTY, PENNSYLVANIA

Ordinance No. 3-2023

AN ORDINANCE OF THE BOROUGH OF CARROLL VALLEY AMENDING CHAPTER 27 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES TO: MODIFY REGULATIONS PERTAINING TO (i) THE PARKING AND STORAGE OF CERTAIN VEHICLES AND ITEMS; AND (ii) HOME-BASED BUSINESSES; REAFFIRM CHAPTER 27 AS AMENDED; AND SET FORTH AN EFFECTIVE DATE.

WHEREAS, Article VI of the Pennsylvania Municipalities Planning Code (“MPC”) entitled ‘Zoning’ 53 P.S. §10601 et seq., authorizes the Borough to enact, amend and repeal Zoning Ordinances within the Borough; and

WHEREAS, Section 609 of the MPC, 53 P.S. §10609, sets forth the procedures for zoning ordinance amendments; and

WHEREAS, the Borough of Carroll Valley Zoning Ordinance, codified as Chapter 27 of the Borough of Carroll Valley Code of Ordinances, was amended on May 10, 2022 (the “Zoning Ordinance”); and

WHEREAS, Borough Council for the Carroll Valley Borough deems it to be in the best interest and general welfare of the citizens and residents of the Borough to update and amend certain provisions of the Zoning Ordinance.

NOW THEREFORE BE IT ENACTED AND ORDAINED, by the Council of the Borough of Carroll Valley, Adams County, Pennsylvania, that the Zoning Ordinance is hereby amended as follows:

SECTION 1. Article II, Section 201 of Chapter 27 of the Borough of Carroll Valley Code of Ordinances (hereinafter “Code of Ordinances” is hereby amended by adding and/or supplementing the following definitions.

BOAT - any water vessel designed to carry persons and/or property upon water, propelled by engine, oars or sail.

HARD SURFACE - asphalt, concrete, or compacted crushed stone or gravel, granular material or aggregate with an asphaltic or cement binder having a minimum overall depth of 6 inches, or any other permanent type of surfacing which prevents the raising of dust or loose particles, or the infiltration of contaminants into the groundwater.

NO-IMPACT HOME-BASED BUSINESS – A business or commercial activity administered or conducted as an accessory use which is clearly secondary to and within the residential dwelling and which involves (i) no customer, client, or patient traffic, whether vehicular or pedestrian, (ii) no pickup, delivery or removal functions to or from the premises, (iii) and/or no storage or staging of commercial products, materials, or equipment, in excess of those normally associated with the residential use.

RECREATIONAL VEHICLE - a vehicular-type unit primarily designed for recreational

camping or travel use with its own motive power, commonly referred to as RV's, Recreational Vehicles, and motor homes.

TRAILER - any vehicles or devices manufactured, designed, marketed, or used to be coupled to or drawn by a licensed and registered motor vehicle.

TRAVEL TRAILER – any vehicles or devices manufactured, designed, marketed, or used to be coupled to or drawn by a licensed and registered motor vehicle, intended primarily for recreational camping or travel use. These units include but are not limited to travel, fifth-wheel, and folding trailers, and truck campers.

SECTION 2. Article XIV, Section 1415 of Chapter 27 of the Code of Ordinances is hereby amended by replacing §27-1415 (C) (2) with the following:

2. Travel trailers, boats, and trailers may be parked on a property in accordance with the following requirements:
 - a. The storage of three (3) such vehicles shall be permitted. Such vehicle(s) 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 the building setback distances as specified for accessory structures in the respective zoning district where the subject property is located.
 - b. The storage of a fourth travel trailer, boat, or trailer 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 additional vehicle shall be permitted in any 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 the building setback distances as specified for accessory structures in the respective zoning district where the subject property is located.
 - 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.

SECTION 3. REPEALER.

All ordinances or parts of ordinances in conflict with the provisions of this Ordinance are hereby repealed insofar as same affects this Ordinance.

SECTION 4. SEVERABILITY.

In any sentence, clause, section or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, sections or parts of this Ordinance. It is hereby declared as the intent of the Carroll Valley Borough Council that this Ordinance would have been adopted had such unconstitutional, illegal or invalid sentence, clause, section or part thereof not been included herein.

SECTION 5. EFFECTIVE DATE.

This Ordinance shall become effective upon the earliest date provided by law.

ORDAINED AND ENACTED as an Ordinance of the Borough of Carroll Valley this ____ day of _____ 2023.

**BOROUGH OF CARROLL VALLEY,
ADAMS COUNTY, PENNSYLVANIA**

ATTEST:

Richard Mathews, Council President

Gayle R. Marthers, Borough Secretary

Ronald J. Harris, Mayor

MAYOR'S REPORT



June 2023 Police Report



by
Chief Clifford J. Weikert
Carroll Valley Borough Police

Special Events:



- Carroll Valley Police will join the Pennsylvania State Police and over 300 municipal agencies to conduct a targeted aggressive-driving enforcement wave from July 5 through August 20, 2023. The goal of targeted enforcement is to reduce the number of aggressive driving related crashes, injuries, and deaths on roadways throughout the state. Any aggressive driver stopped by police will receive a ticket. The enforcement wave will focus on heavy truck violations, pedestrian safety, red light running and tailgating. Motorists exhibiting other unsafe behaviors such as

driving too fast for conditions, following too closely, or other aggressive actions will also be cited.

- The enforcement is part of Pennsylvania’s Highway Safety Program and is funded by part of PennDOT’s investment of federal funds from the National Highway Traffic Safety Administration (NHTSA). For more information on aggressive driving, visit PennDOT.gov/Safety. In 2021, there were 4,322 crashes in which at least one driver was speeding, resulting in 201 fatalities and 589 suspected serious injuries.
- Speeding is an aggressive driving factor and is usually defined as driving in excess of the posted speed limit or driving too fast for conditions. It can have dangerous consequences, including:
 - Reducing a driver’s ability to negotiate curves or maneuver around obstacles in the roadway.
 - Extending the distance traveled before a vehicle can stop.

Why are you driving over the speed limit?

- I like speeding tickets
- I don't care about the safety of myself and others
- Laws don't apply to me
- All of the above

pennsylvania
DEPARTMENT OF TRANSPORTATION

- Increasing the distance a vehicle travels while the driver reacts to a hazard.
- Increasing the risk of crashes and injuries because other vehicles and pedestrians may not be able to judge distance correctly.

Special News :



- The Carroll Valley Civil Service Commission is continuing the next round of the hiring process. Applications closed on the 7th and the next step is the written exam.

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: 07/07/2023

Beginning Date: 06/01/2023

Ending Date: 06/30/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Carroll Valley Borough

Total Offenses **Clearance Rate** 0
 % change from last year -100% Last years rate 100%

Total Arrests 0 **Hate Crime Offenses** 0
 % change from last year -100% **Law Officers Assaulted** 0

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

Arrest Rate per 100,000 Population : 0.00

Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	0
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	3
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	3
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	1
Total Group B Arrests	0	0	0	0	1
Total Arrests	0	0	0	0	4

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			
Intimidation			
Bribery			
Counterfeiting/Forgery			1
Vandalism			
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			1
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
Total Group "A"			4

Crime Against Person

- This year
 - Last year
 0 - Percent Change

Crime Against Property

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

Crime Against Society

- This year
 - Last year
 0 - Percent Change

Population : 1

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

Calls for Service:

Carroll Valley Calls for Service Month	Total
ANIMAL COMPLAINT	6
ASSIST - FIRE/EMS	7
ASSIST - OTHER POLICE	5
DOMESTIC DISTURBANCE	4
MENTAL HEALTH / WELFARE	3
MISC CALL FOR SERVICE	7
TRAFFIC COMPLAINT	12
VEHICLE STOP	7
Z FOLLOW-UP	17
SUSPICIOUS ACTIVITY	4
FRAUD	1
VEHICLE CRASH	2
DISTURBANCE/NOISE	6
CRIMINAL MISCHIEF	2
Z COURT / JUSTICE	1
MISSING/LOST PERSON	1
THREATS / HARRASSMENT / STALKING	1
BURGLARY	1
THEFT	3
Grand Total	90

Carroll Valley Calls for Service YTD	Total
ALARM	12
ANIMAL COMPLAINT	31
ASSIST - FIRE/EMS	67
ASSIST - OTHER POLICE	25
BURGLARY	1
CHILD WELFARE	1
CRIMINAL MISCHIEF	6
DISTURBANCE/NOISE	16
DOMESTIC DISTURBANCE	22
DRIVING UNDER THE INFLUENCE	1
FRAUD	13
MENTAL HEALTH / WELFARE	26
MISC CALL FOR SERVICE	52
MISSING/LOST PERSON	4
SEX OFFENSE	1
SUSPICIOUS ACTIVITY	30
THEFT	13
THREATS / HARRASSMENT / STALKING	12
TRAFFIC COMPLAINT	48
TRESPASS	7
VEHICLE CRASH	15
VEHICLE STOP	122
Z COURT / JUSTICE	5
Z FOLLOW-UP	97
Grand Total	627

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, Warning	Count:
1301 (Title 75) - Registration and certificate of title required	5
1786 (Title 75) - Required financial responsibility	1
Grand Total	6

Miscellaneous:

Calls for Service		June 2022	June 2023	YTD 2022	YTD 2023
	Calls from Public	68	79	427	524
	Officer initiated	8	11	61	128
	Total CV Calls	72	90	488	652

Vehicle Mileage					
			Starting	Ending	Total
20		2017 Dodge Charger Unmarked	22,380	22,400	20
22		2017 Dodge Charger Marked	78,922	81,129	2,207
21		2014 Dodge Charger Unmarked	104,273	105,401	1,128
24		2014 Dodge Charger Marked	94,197	94,200	3
				Total	3,358



June 2023 Fairfield Police Report Supplement



by
Chief Clifford Weikert
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
ANIMAL COMPLAINT	1
ASSIST - FIRE/EMS	2
MENTAL HEALTH / WELFARE	1
MISC CALL FOR SERVICE	1
MISSING/LOST PERSON	1
TRAFFIC COMPLAINT	2
TRESPASS	1
VEHICLE STOP	7
Z FOLLOW-UP	4
Grand Total	20

Fairfield Calls for Service YTD	Total
ANIMAL COMPLAINT	4
ASSIST - FIRE/EMS	14
ASSIST - OTHER POLICE	1
CRIMINAL MISCHIEF	1
DOMESTIC DISTURBANCE	7
FRAUD	1
MENTAL HEALTH / WELFARE	5
MISC CALL FOR SERVICE	11
MISSING/LOST PERSON	1
SEX OFFENSE	1
SUSPICIOUS ACTIVITY	1
THEFT	3
THREATS / HARRASSMENT / STALKING	1
TRAFFIC COMPLAINT	14
TRESPASS	1
VEHICLE CRASH	5
VEHICLE STOP	68
Z FOLLOW-UP	9
Grand Total	148

Citations:

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

Citation,Faulty Equipment, Warning	Count:
1301 (Title 75) - Registration and certificate of title required	6
4303 (Title 75) - General lighting requirements	1
Grand Total	7



Offense and Arrest Summary Report

Printed On: 07/07/2023

Beginning Date: 06/01/2023

Ending Date: 06/30/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Fairfield Borough

Total Offenses Clearance Rate 0
 % change from last year -100% Last years rate 0

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

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

Arrest Rate per 100,000 Population : 0.00

Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	0
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
Total Group A Arrests	0	0	0	0	0
Group "B" Arrests					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	0	0	0	0	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	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	0	0	0	0	0

Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny			
Motor Vehicle Theft			
Arson			
Simple Assault			
Intimidation			
Bribery			
Counterfeiting/Forgery			
Vandalism			1
Drug/Narcotic Violations			
Drug Equipment Violations			
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"			1

Crime Against Person

- This year
 - Last year
 0 - Percent Change

Crime Against Property

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

Crime Against Society

- This year
 - Last year
 0 - Percent Change

Population : 1

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

FIRE/EMS/EMA REPORT

COMMITTEE REPORTS

Finance Committee Report

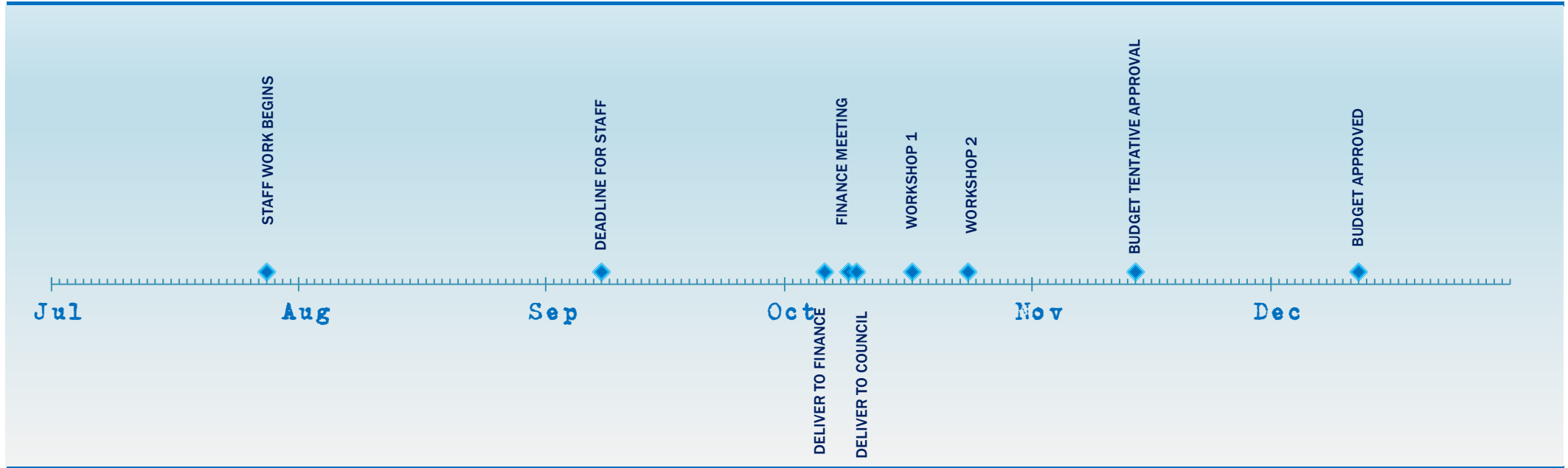
Meeting Date: July 5, 2023

The Finance Committee met July 5th at 7:00 pm. The following was accomplished during the meeting:

- Review of the 2023 2nd Quarter Budget was reviewed with no significant concerns noted.
- Review of the 2024 Budget Timeline was briefly discussed and is attached for your review.
- FY2022 Audit was reviewed. It was noted that there were no findings and Borough Staff was commended on their hard work. Finance Committee Members agreed by consensus to recommend accepting the report as presented.
- Next meeting is scheduled for Monday October 9, 2023 where the proposed 2024 budget will be discussed.

Ron Harris, Chairman

FY 2024 Budget Timeline



Details

DATE	MILESTONE	DETAILS
July 28, 2023	Staff Work Begins	Department Heads receive budget worksheets and explanation of procedures
September 8, 2023	Deadline for staff	Electronic Submittal due by 4.30 pm to Borough Manager
October 6, 2023	Deliver to Finance	Manager provides first draft of budget to Finance Committee, including CIP and rate ordinances.
October 9, 2023	Finance Meeting	Regularly scheduled Finance Meeting to review 2024 budget and prepare recommendation to council.
October 10, 2023	Deliver to Council	Manager provides Finance Committee Draft of 2024 budget to Borough Council/Mayor
October 17, 2023	Workshop 1	Borough Council and Finance Committee review details of 2024 budget and reach consensus
October 24, 2023	Workshop 2	Only if needed to continue discussion from Workshop 1
November 14, 2023	Budget Tentative Approval	Borough Council agrees to advertise budget as "Tentatively Approved with Intent to Adopt"
December 12, 2023	Budget Approved	Borough Council to approved Budget and all corresponding rate ordinances

ADMINISTRATIVE BUSINESS

BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 30 JUNE 2023

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS
START OF PERIOD							
CHECKING ACCOUNT	(\$11,622.12)	\$0.00	\$0.00	\$145.50	\$74,588.54	\$0.00	\$63,111.92
INVESTMENTS	\$1,824,951.26	\$0.00	\$207,643.92	\$0.00	\$0.00	\$925,702.86	\$2,958,298.04
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00
DUE FROM OTHER FUNDS	\$133,147.10	\$4,115.39	\$892,610.82	\$0.00	\$1,056,248.16	\$0.00	\$2,086,121.47
DUE TO OTHER FUNDS	\$1,507,450.67	\$15,456.46	\$415,002.07	\$0.00	\$157,238.48	\$0.00	\$2,095,147.68
LIABILITIES	\$11,139.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,139.19
NET BALANCE	\$428,311.38	(\$11,341.07)	\$685,277.67	\$145.50	\$973,598.22	\$925,702.86	\$3,001,694.56
TRANSACTIONS FOR PERIOD							
ADJUSTMENTS (SEE NOTE)							
ACTUAL REVENUES (+)	\$264,881.61	\$250.00	\$17,793.97	\$0.00	\$1,000.00	\$0.00	\$283,925.58
ACTUAL EXPENDITURES (-)	\$138,333.08	\$1,637.70	\$22,218.24	\$0.00	\$186,630.21	\$4,441.88	\$353,261.11
ENCUMBERED FUNDS (-)							\$0.00
NET TRANSACTION BALANCE	\$126,548.53	(\$1,387.70)	(\$4,424.27)	\$0.00	(\$185,630.21)	(\$4,441.88)	(\$69,335.53)
END OF PERIOD							
CHECKING ACCOUNT	\$52,564.75	\$0.00	\$0.00	\$145.50	\$74,588.54	\$0.00	\$127,298.79
INVESTMENTS	\$2,474,676.98	\$0.00	\$207,643.92	\$0.00	\$0.00	\$921,260.98	\$3,603,581.88
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00
DUE FROM OTHER FUNDS	\$409,020.89	\$4,365.39	\$1,006,568.39	\$0.00	\$1,058,846.54	\$0.00	\$2,478,801.21
DUE TO OTHER FUNDS	\$1,624,256.62	\$17,734.02	\$460,505.04	\$0.00	\$385,350.99	\$0.00	\$2,487,846.67
LIABILITIES	\$17,880.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,880.97
NET BALANCE	\$1,294,550.03	(\$13,368.63)	\$753,732.27	\$145.50	\$748,084.09	\$921,260.98	\$3,704,404.24

Range of Checking Accts: First to Last Range of Check Dates: 06/01/23 to 06/30/23
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
35 LF		LIQUID FUELS					
565	06/07/23	LBWAT005 L/B WATER SERVICE SOUTH, INC.					13
V3-00268	1	Project #23-01413-001: East Wi	1,902.21	35-439-245	Expenditure		1 1
				HIGHWAY SUPPLIES & MATERIALS			
566	06/07/23	SPECI005 SPECIALTY GRANULES INC.					13
V3-00267	1	Project #23-01413-001: East Wi	2,539.67	35-439-245	Expenditure		2 1
				HIGHWAY SUPPLIES & MATERIALS			

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	2	0	4,441.88	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	2	0	4,441.88	0.00

GENERAL FUND	GENERAL FUND						
40224	06/06/23	AQUAT005 AQUATIC ENVIRONMENT CONSULTANT					11
V3-00248	1	Lake Mae: Payment B	1,014.00	01-454-258	Expenditure		4 1
				LAKE/DAM PREVENTATIVE MAINT			
40225	06/06/23	ATTM005 AT&T MOBILITY					11
V3-00262	1	Wireless Svc: 4/19/23-5/18/23	48.12	01-401-321	Expenditure		18 1
				TELEPHONE SER & INSTALN			
V3-00262	2	Wireless Svc: 4/19/23-5/18/23	43.09	01-430-321	Expenditure		19 1
				COMMUNICATIONS			
V3-00263	1	GeoTabs: 3/19/23-5/18/23	154.00	01-410-331	Expenditure		20 1
				Travel GPS			
V3-00263	2	GeoTabs: 3/19/23-5/18/23	38.50	01-413-331	Expenditure		21 1
				Travel GPS			
V3-00263	3	GeoTabs: 3/19/23-5/18/23	38.50	08-429-331	Expenditure		22 1
				Travel GPS			
V3-00263	4	GeoTabs: 3/19/23-5/18/23	500.50	01-430-331	Expenditure		23 1
				Travel GPS			
			822.71				
40226	06/06/23	BARLE005 BARLEY SNYDER LLP					11
V3-00265	1	Zoning Hearing Board: Eluma	3,356.00	01-414-314	Expenditure		25 1
				SPECIAL LEGAL SERVICES			
40227	06/06/23	GETTY005 GETTYSBURG TIMES					11
V3-00264	1	Legal Ad: ZHB Eluma	302.36	01-401-341	Expenditure		24 1
				ADVERTISING-GENERAL			
40228	06/06/23	GOVER005 GOVERNMENT MANAGEMENT SERVICES					11
V3-00246	1	GTRP Application Fee	100.00	01-454-247	Expenditure		2 1
				RECREATION PROGRAM SUPPLIES			
V3-00247	1	Retainer for the month of May	3,000.00	01-404-131	Expenditure		3 1
				Professional Services - Grants			
			3,100.00				

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Num Acct
PO #	Item	Description							
GENERAL FUND GENERAL FUND			Continued						
40229	06/06/23	KENNE005 KENNETH NICHOLLS							11
v3-00253	1	2023 Clothing Allowance	100.00	01-430-238 CLOTHING ALLOWANCE	Expenditure		9	1	
40230	06/06/23	METED005 MET-ED							11
v3-00260	1	Street Light: May 2023	79.53	01-434-361 ELECTRICITY	Expenditure		17	1	
40231	06/06/23	NULLS005 NULLS LIQUID CHLORINE							11
v3-00255	1	Chlorine	1,004.00	08-429-222 OPERATING SUPPLIES-CHEMICALS	Expenditure		11	1	
40232	06/06/23	PENNS015 PENNSYLVANIA ONE CALL SYSTEM,							11
v3-00245	1	May 2023: Activity Fee	12.66	08-429-300 OTHER SERVICES AND CHARGES	Expenditure		1	1	
40233	06/06/23	RABOL005 RABOLDS SERVICES							11
v3-00257	1	May 2023 Calibrations	93.00	01-410-450 CONTRACTED SERVICES - EQUIPMEN	Expenditure		13	1	
40234	06/06/23	SALZM005 SALZMANN HUGHES, P.C.							11
v3-00250	1	Representation as Borough Soli	2,058.00	01-404-130 SOLICITOR FEES	Expenditure		6	1	
40235	06/06/23	SHEAL005 SHEALERS SEPTIC SERVICE							11
v3-00254	1	HT: May 2023	3,950.00	08-464-450 HT CONTRACTOR-CUR YR	Expenditure		10	1	
40236	06/06/23	STACY005 STACY L. KRIETZ							11
v3-00252	1	Office Cleaning: 5/21/23-6/3/2	316.00	01-409-450 CONTRACTED SERS-CUSTODIAN	Expenditure		8	1	
40237	06/06/23	THEYO005 THE YORK WATER COMPANY							11
v3-00251	1	Water: Svc 4/24/23-5/23/23	92.84	01-409-365 WATER	Expenditure		7	1	
40238	06/06/23	TMOBI005 T-MOBILE							11
v3-00258	1	Wireless Svc: 4/22/23-5/21/23	69.48	01-401-321 TELEPHONE SER & INSTALN	Expenditure		14	1	
v3-00258	2	Wireless Svc: 4/22/23-5/21/23	69.48	08-429-321 TELEPHONE SRVCS & INSTALLATN	Expenditure		15	1	
v3-00259	1	PL: Connection Card Data Plan	144.64	01-410-321 COMMUNICATIONS	Expenditure		16	1	
			283.60						
40239	06/06/23	WESTP005 WEST PENN POWER							11
v3-00249	1	Green Trl: Svc 3/1/23-4/30/23	10.38	01-454-361 UTILITY SERVICE-ELECTRICITY	Expenditure		5	1	
40240	06/06/23	WILLI005 WILLIAMS SCOTSMAN, INC.							11
v3-00256	1	June 2023: Office Trailer	832.04	08-429-372 MAINT SERVICES-SEWER SYSTEM	Expenditure		12	1	

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
Continued									
40241	06/06/23	GENERAL FUND COUNT005 COUNTY OF ADAMS							12
V3-00266	1	Return of Grant Money: Parks	12,812.50	30-454-653	Expenditure			1	1
				WALKING TRAIL CONSTRUCTION					
40242	06/20/23	ADAMS020 ADAMS ELECTRIC COOPERATIVE, IN							14
V3-00273	1	Trout Run Trl: May 2023	149.96	01-454-361	Expenditure			6	1
				UTILITY SERVICE-ELECTRICITY					
V3-00274	1	Jacks Mtn Bridge: May 2023	45.98	01-433-374	Expenditure			7	1
				HIGHWAY SERVICES/SIGNALS					
V3-00275	1	Street Lights	1,682.50	01-434-361	Expenditure			8	1
				ELECTRICITY					
V3-00276	1	Pavilion: May 2023	111.51	01-454-361	Expenditure			9	1
				UTILITY SERVICE-ELECTRICITY					
V3-00277	1	Ski Run Trl: May 2023	95.27	01-454-361	Expenditure			10	1
				UTILITY SERVICE-ELECTRICITY					
V3-00278	1	MS Bldg: May 2023	48.91	01-430-361	Expenditure			11	1
				ELECTRICITY					
V3-00283	1	STP: Sanders Rd. Pump Station	2,023.63	08-429-361	Expenditure			16	1
				UTILITY SERVICE-ELECTRICITY					
V3-00284	1	STP: Country Club Trl. Pump	144.44	08-429-361	Expenditure			17	1
				UTILITY SERVICE-ELECTRICITY					
V3-00285	1	Boro Office: May 2023	1,091.28	01-409-361	Expenditure			18	1
				ELECTRICITY/HEAT					
			5,393.48						
40243	06/20/23	AMYVE005 AMY VERNON							14
V3-00291	1	Refund: Yard Sale Spot	10.00	04-495-211	Expenditure			24	1
				Yard Sale					
40244	06/20/23	AQUAT005 AQUATIC ENVIRONMENT CONSULTANT							14
V3-00299	1	Lake Carroll: Payment C	657.00	01-454-258	Expenditure			39	1
				LAKE/DAM PREVENTATIVE MAINT					
V3-00300	1	Lake Kay: Payment C	1,127.00	01-454-258	Expenditure			40	1
				LAKE/DAM PREVENTATIVE MAINT					
			1,784.00						
40245	06/20/23	COMMU005 COMMUNITY MEDIA OF SOUTH CENT							14
V3-00296	1	CVB Council Meeting: May 2023	220.00	01-400-330	Expenditure			29	1
				Community Media Contract					
40246	06/20/23	EXETE005 EXETER SUPPLY COMPANY, INC.							14
V3-00279	1	Gen-Eye Locator	2,542.40	08-429-283	Expenditure			12	1
				Collection System - New Equip					
40247	06/20/23	KAREN005 KAREN HEFLIN, RECORDER							14
V3-00269	1	Strm. Wtr: 4 Anna Trail	36.50	01-414-314	Expenditure			2	1
				SPECIAL LEGAL SERVICES					
V3-00270	1	Strm. Wtr: 12 Maxine Trail	24.50	01-414-314	Expenditure			3	1
				SPECIAL LEGAL SERVICES					
			61.00						

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
GENERAL FUND	GENERAL FUND		Continued						
40248	06/20/23	KEYST005 KEYSTONE MUNICIPAL INSURANCE							14
v3-00289	1	4 of 4 KMIT WC 2023	5,642.75	01-486-151	Expenditure		22		1
				WORKERS COMP-CUR YEAR					
v3-00290	1	4 of 4 KMIT WC 2023	250.00	01-486-151	Expenditure		23		1
				WORKERS COMP-CUR YEAR					
			<u>5,892.75</u>						
40249	06/20/23	KPITE005 KPI TECHNOLOGY							14
v3-00287	1	SEO Services	1,380.50	01-413-440	Expenditure		20		1
				CONTRACTED SERVICES-SEO					
40250	06/20/23	LABOR005 LABORATORY, ANALYTICAL & BIOLO							14
v3-00282	1	STP: Testing May 2023	288.00	08-429-316	Expenditure		15		1
				CONTRACT.SERVCS-LABORATORY					
40251	06/20/23	PAMUN010 PA MUNICIPAL HEALTH INSURANCE							14
v3-00297	1	July 2023: Major Medical, Dent	8,722.51	01-401-196	Expenditure		30		1
				MAJOR MEDICAL INSURANCE					
v3-00297	2	July 2023: Major Medical, Dent	247.16	01-401-198	Expenditure		31		1
				DENTAL/VISION INSURANCE					
v3-00297	3	July 2023: Major Medical, Dent	7,998.43	01-410-196	Expenditure		32		1
				MAJOR MEDICAL INSURANCE					
v3-00297	4	July 2023: Major Medical, Dent	210.53	01-410-198	Expenditure		33		1
				DENTAL/VISION INSURANCE					
v3-00297	5	July 2023: Major Medical, Dent	12,356.33	01-430-196	Expenditure		34		1
				MAJOR MEDICAL INSURANCE					
v3-00297	6	July 2023: Major Medical, Dent	353.35	01-430-198	Expenditure		35		1
				DENTAL/VISION INSURANCE					
v3-00297	7	July 2023: Major Medical, Dent	1,454.87	08-429-196	Expenditure		36		1
				MAJOR MEDICAL INSURANCE					
v3-00297	8	July 2023: Major Medical, Dent	106.19	08-429-198	Expenditure		37		1
				DENTAL/VISION INSURANCE					
			<u>31,449.37</u>						
40252	06/20/23	PARUR005 PA RURAL WATER ASSOC.							14
v3-00301	1	2023 Dues	462.00	08-429-420	Expenditure		41		1
				DUES, SUBSCRIP, MEMBERSHIPS					
40253	06/20/23	PECKS005 PECKS SEPTIC SERVICE, LLC							14
v3-00288	1	STP: Sludge Removal/Disposal	1,265.00	08-429-317	Expenditure		21		1
				CONTRACT.SERVCS-LAB/SLUDGE					
40254	06/20/23	PSAB0005 PSAB							14
v3-00280	1	Random Alcohol Testing: 4/28/2	40.22	01-430-302	Expenditure		13		1
				COMMERCIAL LICENSES					
40255	06/20/23	SPECI005 SPECIALTY GRANULES INC.							14
v3-00298	1	Stone for Snowbird Trail	483.00	08-429-285	Expenditure		38		1
				Collection System - Repairs					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
Continued							
GENERAL FUND	GENERAL FUND						
40256	06/20/23	STACY005 STACY L. KRIETZ					14
v3-00271	1	Office Cleaning: 6/4/23-6/17/2	316.00	01-409-450	Expenditure		4 1
				CONTRACTED SERS-CUSTODIAN			
40257	06/20/23	TOSHI005 TOSHIBA FINANCIAL SERVICES					14
v3-00281	1	June 2023: Copier Lease	374.25	01-401-375	Expenditure		14 1
				EQUIPMENT LEASE			
40258	06/20/23	TREYS005 TREYSTA TECHNOLOGY MANAGEMENT					14
v3-00272	1	IT Support: July 2023	1,276.70	01-407-321	Expenditure		5 1
				INTERNET/WEB SITE CHARGES			
40259	06/20/23	USMUN005 U.S. MUNICIPAL SUPPLY, INC.					14
23-00038	1	Road Sign Supplies	1,700.00	01-433-245	Expenditure		1 1
				HIGHWAY SUPPLIES & MATERIALS			
40260	06/20/23	WESTP005 WEST PENN POWER					14
v3-00286	1	Street Lights	3,059.40	01-434-361	Expenditure		19 1
				ELECTRICITY			
v3-00292	1	14 Ranch Trl: Barn: May 2023	116.13	01-430-361	Expenditure		25 1
				ELECTRICITY			
v3-00293	1	14 Ranch Trl: May 2023	788.18	01-430-361	Expenditure		26 1
				ELECTRICITY			
v3-00294	1	Green Trl: May 2023	20.76	01-454-361	Expenditure		27 1
				UTILITY SERVICE-ELECTRICITY			
v3-00295	1	Ranch Trl: May 2023	178.69	01-430-361	Expenditure		28 1
				ELECTRICITY			
			4,163.16				
40261	06/20/23	ADAMS005 ADAMS COUNTY AUTO SUPPLY, INC.					15
23-00063	1	Battery : MS4	129.97	01-430-252	Expenditure		1 1
				VEHICLE PARTS-PERIODIC REPLACE			

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks:	38	0	89,471.42	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	38	0	89,471.42	0.00

PLIGT							
1111	06/26/23	CAMPB005 CAMPBELL & KING REAL ESTATE					16
v3-00302	1	Purchase of Parcel #43039-0001	173,817.71	30-409-710	Expenditure		1 1
				LAND PURCHASE			
1112	06/29/23	ADAMS040 ADAMS COUNTY TAX SERV					17
v3-00303	1	2021 Real Estate Taxes	3,651.63	01-409-310	Expenditure		1 1
				PROPERTY TAXES			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Reconciled/Void	Ref Num
PO #	Item	Description			Account Type	Contract Ref Seq Acct
PLIGT						
Continued						
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:		2	0	177,469.34	0.00
	Direct Deposit:		0	0	0.00	0.00
	Total:		<u>2</u>	<u>0</u>	<u>177,469.34</u>	<u>0.00</u>
Report Totals						
	Checks:		42	0	271,382.64	0.00
	Direct Deposit:		0	0	0.00	0.00
	Total:		<u>42</u>	<u>0</u>	<u>271,382.64</u>	<u>0.00</u>

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	3-01	65,624.34	0.00	0.00	65,624.34
SPECIAL EVENT FUND	3-04	10.00	0.00	0.00	10.00
SANITARY SEWER FUND	3-08	14,676.21	0.00	0.00	14,676.21
CAPITAL RESERVE FUND	3-30	186,630.21	0.00	0.00	186,630.21
HIGHWAY AID FUND	3-35	4,441.88	0.00	0.00	4,441.88
Total of All Funds:		<u>271,382.64</u>	<u>0.00</u>	<u>0.00</u>	<u>271,382.64</u>

Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	01	65,624.34	0.00	0.00	65,624.34
SPECIAL EVENT FUND	04	10.00	0.00	0.00	10.00
SANITARY SEWER FUND	08	14,676.21	0.00	0.00	14,676.21
CAPITAL RESERVE FUND	30	186,630.21	0.00	0.00	186,630.21
HIGHWAY AID FUND	35	4,441.88	0.00	0.00	4,441.88
Total of All Funds:		<u>271,382.64</u>	<u>0.00</u>	<u>0.00</u>	<u>271,382.64</u>

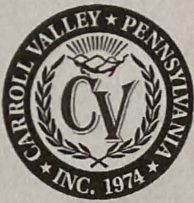
Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	3-01	65,624.34	0.00	0.00	0.00	65,624.34
SPECIAL EVENT FUND	3-04	10.00	0.00	0.00	0.00	10.00
SANITARY SEWER FUND	3-08	14,676.21	0.00	0.00	0.00	14,676.21
CAPITAL RESERVE FUND	3-30	186,630.21	0.00	0.00	0.00	186,630.21
HIGHWAY AID FUND	3-35	4,441.88	0.00	0.00	0.00	4,441.88
Total of All Funds:		271,382.64	0.00	0.00	0.00	271,382.64

NOTICE OF AUDIT

The financial statements of the Borough of Carroll Valley and the Carroll Valley Sewer and Water Authority as of and for the year ended December 31, 2022, and the related auditor's report, are available for public inspection at 5685 Fairfield Road, Carroll Valley, Pennsylvania 17320, between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday.

Gayle R. Marthers

Borough Secretary



Offer of Lot Donation Form

Lot Information

Lot Address **3 Crestview Trail**
 Parcel # **43018-0051--000**
 Owner Name **Katie G. Alafoginis 1999 Revocable Trust**
 Owner Address **4515 Willard Avenue, 1509S**
 City, State, Zip **Chevy Chase, MD 20815**

Section _____ Lot # **C-0027**
 Lot Size (Acres) **one**
 Taxes Paid To Date? YES NO
 Current Annual Taxes **\$160**
 Current Assessed Value **\$9,000**

Lot Evaluation Information

Wooded Overgrown Grass Stream

Other Significant Physical Features (Please List)

Borough Staff Evaluation

- | | | |
|--|--------------------------------------|------------------------------|
| Can the lot be used for present or future Municipal Facilities? | YES | <input type="radio"/> NO |
| Can the lot be used for flood control? | YES | <input type="radio"/> NO |
| Does the lot have marketability for resale? | <input checked="" type="radio"/> YES | NO |
| Is Adjacent Lot Owned by the Borough? | YES | <input type="radio"/> NO |
| Does the Lot have < 15% slope average front to back or side to side? | YES | <input type="radio"/> NO 29% |
| Is the lot in an area where there are higher residential densities? | YES | <input type="radio"/> NO |
| Is the lot on Open and Improved public trail/street/highway? | YES | <input type="radio"/> NO |
| Section where lot is proposed to be accepted has less than 10% of total lots owned by the Borough? | <input checked="" type="radio"/> YES | NO |
| Is the lot in an area where there are significant geologic/hydrogeologic concerns? | YES | <input type="radio"/> NO |

Comments/ Recommendations

It is recommended to accept this offer of donation contingent upon the offering estate paying all costs. It is a 1.0 acre parcel in an area of the Borough which is growing in popularity, and is believed to hold positive resale value.



Golfview Trail

Champion Trail

Fernwood Trail

Country Club Trail

Vista Trail

Overlook Trail

Crestview Trail

Subject Property

ES010

MEMORANDUM



TO: BOROUGH COUNCIL; MAYOR
FROM: DAVID HAZLETT, BOROUGH MANAGER
SUBJECT: SURPLUS SALE ITEM
DATE: 7/7/2023
CC: GAYLE MARTHERS

I am requesting the council to approve the sale of the following via Municibid:



2015 SCAG TURF TIGER II (57942732)
Ends: 7/21/2023 10:18:00 AM ET
Starting Bid: \$2,500.00

2015 Scag Turf Tiger II
27 HP liquid Cooled Kawasaki engine
61" Velocity Mowing Deck
Brand new rear tires
1243.6 hours

FOR SALE

The Borough of Carroll Valley is accepting bids via Municibid.com website until Tuesday, July 25, 2023 for the following:

1. 2015 Scag Turf Tiger II

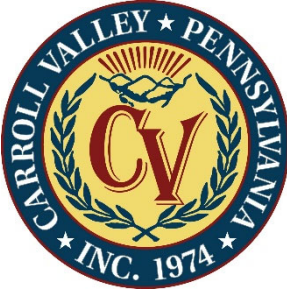
Anyone wishing to inspect any item(s) should contact the Borough Office at 717-642-8269.

The Borough of Carroll Valley does not provide any guaranties and/or warranties relative to the item(s) being sold. Thus, the item(s) is/are offered on an “AS IS – WHERE IS” basis. The Borough of Carroll Valley reserves the right to accept or reject any or all bids. ACCEPTABLE PAYMENT METHODS ARE CASH, CREDIT CARD, or CERTIFIED CHECK. All Items MUST be paid for and picked up on or before Friday, July 28, 2023, at 2:00pm.

Gayle R. Marthers

Borough Secretary

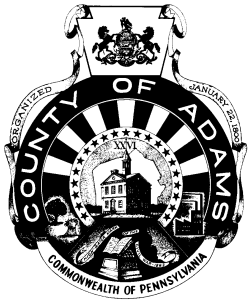
MEMORANDUM



TO: BOROUGH COUNCIL; MAYOR
FROM: DAVID HAZLETT, BOROUGH MANAGER
SUBJECT: TAX ASSESSMENT ISSUE
DATE: 7/7/2023
CC: GAYLE MARTHERS

Attached, please find correspondence between the Adams County Tax Claim Bureau and the Borough.

While the County could choose to use common sense and avoid unnecessary bureaucracy, they have chosen a different route. Therefore, I authorized the payment of taxes on the listed properties, and staff is preparing the applications necessary to appeal our non-tax-exempt status.



ADAMS COUNTY TAX SERVICES DEPARTMENT

COURTHOUSE, ROOM 202
117 BALTIMORE STREET, GETTYSBURG, PA 17325
TELEPHONE: 717-337-9837 FAX: 717-337-5767
Email: taxoffice@adamscountypa.gov

ADAMS COUNTY TAX CLAIM BUREAU

June 15, 2023

Carroll Valley Borough
c/o David Hazlett, Manager
5685 Fairfield Rd
Fairfield, PA 17320

Dear Dave:

The Adams County Tax Claim Bureau ("Bureau") is preparing for our annual Upset Tax Sale, and notice that the Borough of Carroll Valley ("Borough") has five parcels that would qualify for exposure to that sale.

I also understand that there may have been discussion between Borough and County solicitors about the question of actual taxability of these parcels. However, to this date, I am not aware of any resolution to those discussions, nor has the Borough filed for or have been granted exemption through the Adams County Board of Assessment Appeals process.

Therefore, from our perspective, any real estate taxes billed to the Borough are valid and due. Out of courtesy, I'm writing to let you know that in order to spare the Borough of the additional expenses associated to sale preparations, and any issues that may arise as a result of the Borough being listed on a tax sale list in local newspapers, we will provide the Borough until June 30, 2023 to pay, at a minimum, the balances owed for any 2021 related real estate taxes for the following parcels for the following amounts:

43002-0123---000	- \$2,035.22
43005-0001---000	- \$282.99
43018-0016---000	- \$217.29
43045-0055---000	- \$1,058.98
43047-0082---000	- <u>\$57.15</u>
TOTAL	- \$3,651.63

I have also attached delinquent statements for each property showing the total amounts owed including tax year 2022.

If it is found, via legal means, that these taxes were not valid, the Bureau will refund any amounts that have been paid up to that point. If you have any questions, you may either contact me or Tax Claim Specialist Mary Welsh at the phone number listed above.

Thank you for your attention in this matter.

Sincerely,



Daryl G. Crum, CPE
Director

cc: Molly Mudd, Adams County Solicitor
David K. James, III, Adams County Tax Claim Bureau Solicitor
Steve Nevada, Adams County Manager
Mary Welsh, Adams County Tax Claim Specialist
Samuel E. Wisner, Carroll Valley Borough Solicitor
Pam Bollinger, Legal Assistant to Samuel Wisner
Zachary Rice, Salzmann & Hughes
Emily Myers, Salzmann & Hughes



BOROUGH OF CARROLL VALLEY

Office of the Borough Manager * 5685 Fairfield Rd, Fairfield PA 17320

June 27, 2023

Dear Mr. Crum,

I write in response to your correspondence dated June 15, 2023, regarding five real estate parcels (the "Properties") located in and owned by the Borough of Carroll Valley (the "Borough"). Your letter indicates that the 2021 real estate taxes for the Properties must be paid in full by June 30, 2023. Accordingly, the Borough is remitting payment in the appropriate amounts, for the Properties, as set forth below:

43002-0123---000 - \$2,035.22
43005-0001---000 - \$282.99
43018-0016---000 - \$217.29
43045-0055---000 - \$1,058.98
43047-0082---000 - \$57.15
TOTAL - \$3,651.63

Moreover, the Borough is remitting this payment under protest, and reserves the right to pursue a refund in the event it is determined that the Properties are tax-exempt. The Borough maintains its position that the Properties are tax-exempt, as municipally owned parcels used for municipal purposes. Pennsylvania law makes clear that properties owned by a municipality and used for public purposes are presumed to be tax-exempt, and that the taxing entity bears the burden of proving that such properties may be appropriately taxed. The Borough Solicitor has provided the County Tax Claim Bureau Solicitor with the legal support for the Borough's position. To date, the Borough is not aware of, and has not been provided, any written determination from the County Tax Claim Bureau which overrides the presumption of exemption.

Accordingly, the payment identified herein is made under protest, and the Borough reserves the right to contest the imposition of real estate taxation against each of the Properties, and seek an appropriate refund.

Respectfully submitted,

David Hazlett, Manager
Borough of Carroll Valley

From: [Daryl Crum](#)
To: [David A. Hazlett](#)
Cc: [Gayle R. Marthers](#); [Molly Mudd](#); davidkjames234@gmail.com; [Steve Nevada](#); [Mary Welsh](#); [Sam Wisler](#); PBollinger@salzmannhughes.com; zrice@salzmannhughes.com; [Emily Myers](#)
Subject: RE: Carroll Valley Borough Tax Claim Properties
Date: Wednesday, June 28, 2023 1:04:22 PM
Attachments: [image001.png](#)
[image002.png](#)
[Real Estate Exemption Form Page 1.pdf](#)
[Daryl Crum_CPE2.vcf](#)

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.

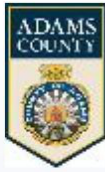
Dave,

Thanks for the update below. After reading the letter of protest that was attached to that email, I discussed this situation again with our solicitor's office. While you are correct that public property used for public purposes generally enjoys a rebuttable presumption of exemption, tax exemption in Pennsylvania is a matter of legislative discretion and not of constitutional right (unlike, e.g., tax *immunity*). In other words, tax exemption is not automatically granted by law. Rather, the legislature has provided an administrative mechanism by which exemption can be granted, namely, through a hearing before the County Board of Assessment Appeals ("Board"). Any presumption granted by the legislature is an *evidentiary* presumption, which means that it must necessarily be asserted at an evidentiary hearing (i.e., the hearing before the Board). For that reason, the presumption asserted by the Borough does not excuse it from the application and hearing process established by the Consolidated County Assessment Law (53 Pa.C.S. 8801 *et seq.*) and the Tax Services Department is without power to unilaterally or automatically grant exemption absent a hearing and determination by the full Board.

Though I understand the inconvenience created by the hearing process, it is necessary to ensure that land is being used in strict accordance with the purposes deemed exempt from taxation by the legislature. In this case, the Board must determine that the property owned by the Borough is being used for public purposes. In order for the Board to determine that, the Borough must first submit an application for exemption (a copy of which I am attaching herein), which is due no later than the close of business (4:30 PM) August 1st, 2023. At the hearing, the Borough will be entitled to rest on the rebuttable presumption, though it would be wise to present additional evidence of public use if the land is otherwise undeveloped.

If you have any further questions or concerns, please do not hesitate to contact me further.

Thank you again,
Daryl



Daryl Crum, CPE

County of Adams
Director of Tax Services

117 Baltimore Street, Room 202
Gettysburg, PA 17325
dcrum@adamscountypa.gov
(717) 337-9837 Work
(717) 337-5767 Fax

From: David A. Hazlett <manager@carrollvalley.org>

Sent: Tuesday, June 27, 2023 11:59 AM

To: Daryl Crum <dcrum@adamscountypa.gov>

Cc: Gayle R. Marthers <gayle@carrollvalley.org>; Molly Mudd <mmudd@adamscountypa.gov>; davidkjames234@gmail.com; Steve Nevada <snevada@adamscountypa.gov>; Mary Welsh <MWelsh@adamscountypa.gov>; Sam Wisner <swisner@salzmannhughes.com>; PBollinger@salzmannhughes.com; zrice@salzmannhughes.com; Emily Myers <EMyers@salzmannhughes.com>

Subject: RE: Carroll Valley Borough Tax Claim Properties

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.

Daryl,

Before the end of this week, I will have someone personally deliver to your office the original of the attached letter and a check, as you outlined. I appreciate the courtesy you extended by informing me that County and Borough attorneys hadn't resolved this matter.

It's frustrating that bureaucracy and legal squabbling have replaced efficiency and good judgment.

We all know these properties are tax-exempt; resolving the issue shouldn't be this hard. Would you be kind enough to outline what the Borough needs to do to get Adams County to acknowledge these properties as obviously tax-exempt?

I hope to remedy these issues with all property owned by Carroll Valley Borough as soon as possible.

Dave Hazlett
Borough Manager
Carroll Valley Borough



From: Daryl Crum <dcrum@adamscountypa.gov>
Sent: Thursday, June 15, 2023 9:23 AM
To: David A. Hazlett <manager@carrollvalley.org>
Cc: Gayle R. Marthers <gayle@carrollvalley.org>; Molly Mudd <mmudd@adamscountypa.gov>;
davidkjames234@gmail.com; Steve Nevada <snevada@adamscountypa.gov>; Mary Welsh
<MWelsh@adamscountypa.gov>; Sam Wiser <swiser@salzmannhughes.com>;
PBollinger@salzmannhughes.com; zrice@salzmannhughes.com; Emily Myers
<EMyers@salzmannhughes.com>
Subject: Carroll Valley Borough Tax Claim Properties
Importance: High

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.

Dave,

Good morning. Please see the attached letter as a courtesy reminder in regard to five properties owned by Carroll Valley Borough which are facing a 2023 Upset Tax Sale.

Thank you,
Daryl



UNFINISHED BUSINESS

July 6, 2023

Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

DCED – GREENWAYS, TRAILS AND RECREATION PROGRAM (GTRP)

Carroll Valley Borough Trail Project

Request: \$212,000

Scope of work includes the construction of a 4,750 linear-foot walking trail through a forested area adjacent to residences, located between Deer Trail to the north, Fairfield Road to the east, Skylark Trail to the south and Veronica Trail to the west. GMS submitted the application on May 30, 2023. GMS and Dave Hazlett met with Rep. Moul on June 8, 2023 to discuss the project and GMS met with Sen. Mastriano's office on June 19, 2023.

Next Steps: Award announcements are anticipated fall 2023.

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

Wastewater Treatment Plant Upgrades

Award: \$700,000

The H2O grant expires on June 30, 2024. Project should not be bid until the PENNVEST loan has closed. As a note, the PENNVEST funds can be used as match for the H2O's 50 percent match requirement.

Next Steps: The Borough should continue to forward all engineering invoices and proofs of payments to GMS. The Project should not be bid until PENNVEST funding is finalized.

PENNVEST

Wastewater Treatment Plant Upgrades

Award: \$5,452,398 (loan)

The application was reviewed at the April 19, 2023 PENNVEST meeting. It was awarded 100 percent loan funds of \$5,452,398. The PENNVEST Funding Offer letter was received on April 20, 2023. The interest rate for Adams County is 1.743 percent for years 1-5 and 2.179 percent for years 6-20.

The Borough, PENNVEST, GMS, and Salzmans Hughes attended the first settlement conference call on May 23, 2023. The next four calls were scheduled during that call with loan closing anticipated on Oct. 12, 2023. If work needs to begin prior to that date, a LONP can be discussed with PENNVEST.

Next Steps: The following virtual closing meetings have been scheduled and the next one is scheduled for August 16. Loan is anticipated to be closed on Oct. 12, 2023.

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

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

The next SLFRF report is due on April 30, 2024.

Next steps: None at this time.

ELECTRIC VEHICLE CHARGING STATIONS INITIATIVE

GMS continues to assist the Borough in its desire to install electric vehicle charging stations at the Borough's municipal building with the expectation of offsetting costs by utilizing DEP's Level 2 Electric Vehicle Charging Rebate Program. Pursuant to DEP's website, these rebate funds are anticipated to be exhausted soon. GMS reached out to four electric charging vehicle companies and a quote was received from Blink charging and provided to the Borough. Blink's quote prices two dual-plug stations (four total charging ports) at a total cost of \$9,947.38. GMS anticipates this cost is solely for equipment and does not include installation costs. GMS has reached out to the Borough to clarify if Borough staff would be able to install the stations using the provided installation instructions.

Next Steps: The Borough should confirm if the project is still desirable if there is a match component required. The rebate will only pay for a portion of the purchase and installation costs.

GMS is awaiting a response from the Borough regarding Blink's quote and continues to reach out to ChargePoint and Volta to get comparable quotes.

PROJECTS TO MONITOR

- **Broadband Initiative**
- **Intersection of Routes 16 and 116 Traffic Light**

NEW BUSINESS

PUBLIC COMMENT

FOR YOUR INFORMATION

Municipal Services Report
June
2023

Road Work and Right of Way: 133 Man-Hours

- Road work performed included:
 - Roadside mowing
 - Paved Eastwind Trail and Valley Trail and installed shoulder material
 - Swept intersections.
 - Cleaned tree branches and leaves from roadside ditches on the following Trails: Creekview, Woodland/Dogwood, Bluebird, Deer, Fawn, Mason Dixon.

Equipment Maintenance and Repair: 100 Man-Hours

- Municipal Services/Parks/Zoning/STP Departments:
 - Routine maintenance of mowers- Cleaned mower decks and sharpened blades
 - Fabricated brackets and installed shoulder machine on MS12(2021 Mack Granite Dump truck)

 - **Police Department: 6 Man-hours**
 - PM service and installed (2) new tires on PL20 (2017 Marked Dodge Charger)
- Vehicle and Equipment mileage log and Fuel usage summary for June 2023 attached.

Parks and Property Maintenance: 472 Man-Hours

- Borough office building
 - Weeded flower beds

- Ranch Park
 - Weeded playground areas
 - Weekly mowing and trimming
 - Trash removal
 - Mulched playground equipment area

- Carroll Commons Park
 - Trash removal.
 - Weekly mowing and trimming
 - Removed overgrown plants, planted annual flowers, and mulched gardens.
 - Pressure washed office building and sidewalks.
 - Trimmed trees
 - Mulched beds around Cortner Pavilion
 - Replaced damaged balusters on bridges.

- Lake Kay Mini Park
 - Routine Maintenance consisted of trash collection and removal.
- Lake Mae
 - Weekly mowing and trimming.

- Municipal services facility
 - Cleaned office and breakroom areas.
 - Assisted with fence install around Ranch trail facility.
 - Installed underground electric for gate operator.

Admin, Events and Training: 102 Man-Hours

- Staff Meetings
- Movie in the park event
- Set up for July 4th event.

Sewer Treatment Plant: 64 Man-Hours

- Performed daily operations of treatment facility.
- Excavated, replaced sewer main line in roadway of Snowbird Trail

Paid Time Off: 175 Man-Hours

- 175 hours- Sick, Comp and Vacation leave

Respectfully Submitted,

Brad A. Sanders

Brad A. Sanders

MS Supervisor

Hours/Mileage June 2023					
Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours	
MS2	2010 Ford Expedition	84473	84836	363	
MS3	2010 Ford F550 D/T	50276	50558	282	
MS4	2001 Chevy B/T	82576	82622	46	
MS5	2007 Freightliner Sweeper Truck	16017	16038	21	
MS6	2012 INT 7400 D/T	13561	13608	47	
MS7	1999 Int 5000 D/T	120672	120819	147	
MS8	2015 Mack Granite	13654	13729	75	
MS10	2012 Ford F550 D/T	77411	77579	168	
MS 11	2016 Ford F550 D/t	38481	38638	157	
MS12	2021 Mack Granite	1896	1988	92	
Total Mileage				1035	
EQMS2	2006 Bobcat Skid loader	894	Inoperable 06/2023		
EQMS3	2021 Volvo loader	131	144	13	
EQMS4	580 John Deere 570B Grader	770	770	0	
EQMS5	6110 John Deere Boom Mower	1529	1548	19	
EQMS6	Bandit Brush Chipper	351.1	352	0.9	
EQMS10	2019 JCB Backhoe	1292	1314	22	
EQPK1	2015 Scag Mower	1243	1243	0	
EQPK3	301A John Deere tractor	Hour meter inoperable			
EQPK7	John Deere Gator	37	49	12	
EQPK8	2023 Scag Mower	7	17	10	
EQPK 6	2018 Simplicity mower	414	430	16	
Total Equipment hours				92.9	



BOROUGH OF CARROLL VALLEY WWTP MONTHLY REPORT

Month June 2023

Total Monthly Flow- 2.924 MGD

Average Monthly Flow- .097MGD

Sludge Hauled- 44,000 Gal

Chlorine Usage- 85 gal

Total Precipitation- 3.21"

Work Conducted and Comments

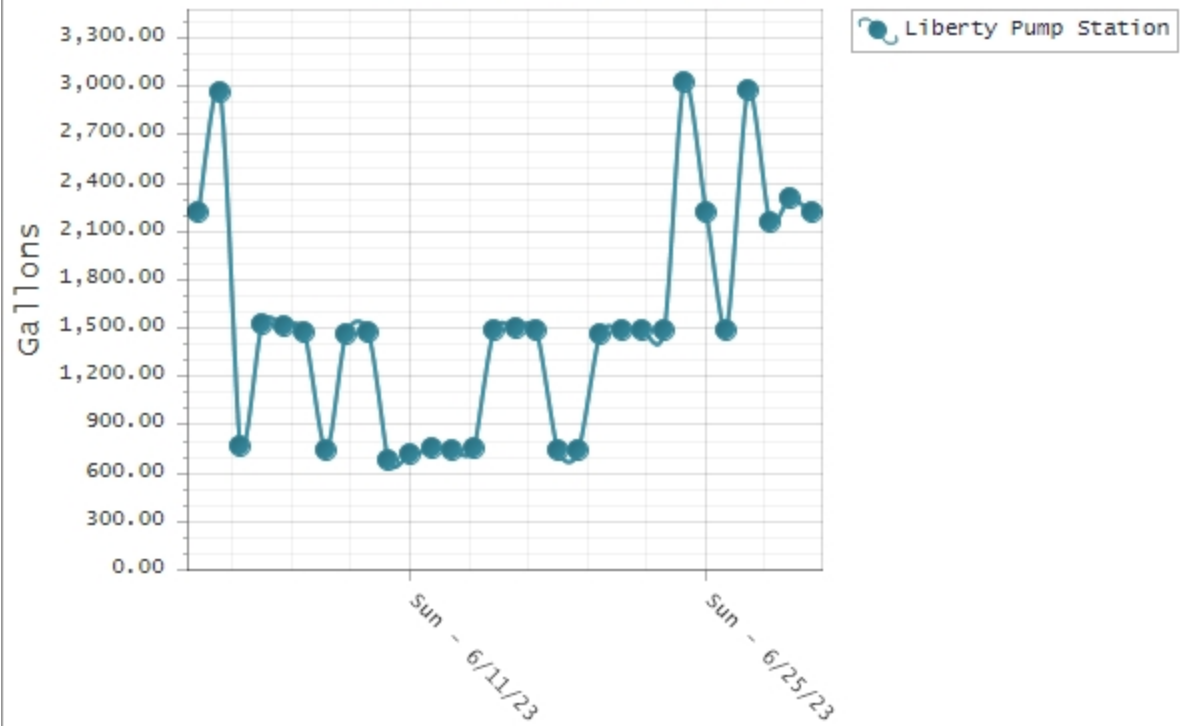
- Dug up and fixed sewer main on Snow Bird Tail
- Meet with Bill Hill to go over and finalize the specs for sewer project for the bid.
- DO levels in the aeration basin were stabilized to optimal settings for the warm weather conditions
- Chlorine Contact tanks were deep cleaned. Pumped out, power washed and completely flushed. Added extra chlorine to optimize disinfection.
- Jetted and camera inspected Crocus trail and parts of Main trail
- Was called out on 6/18 for an alarm at Sanders Pump station. Level control devise had failed. It was repaired and put back into operation.

Snow Bird Trail Sewer Main Repair



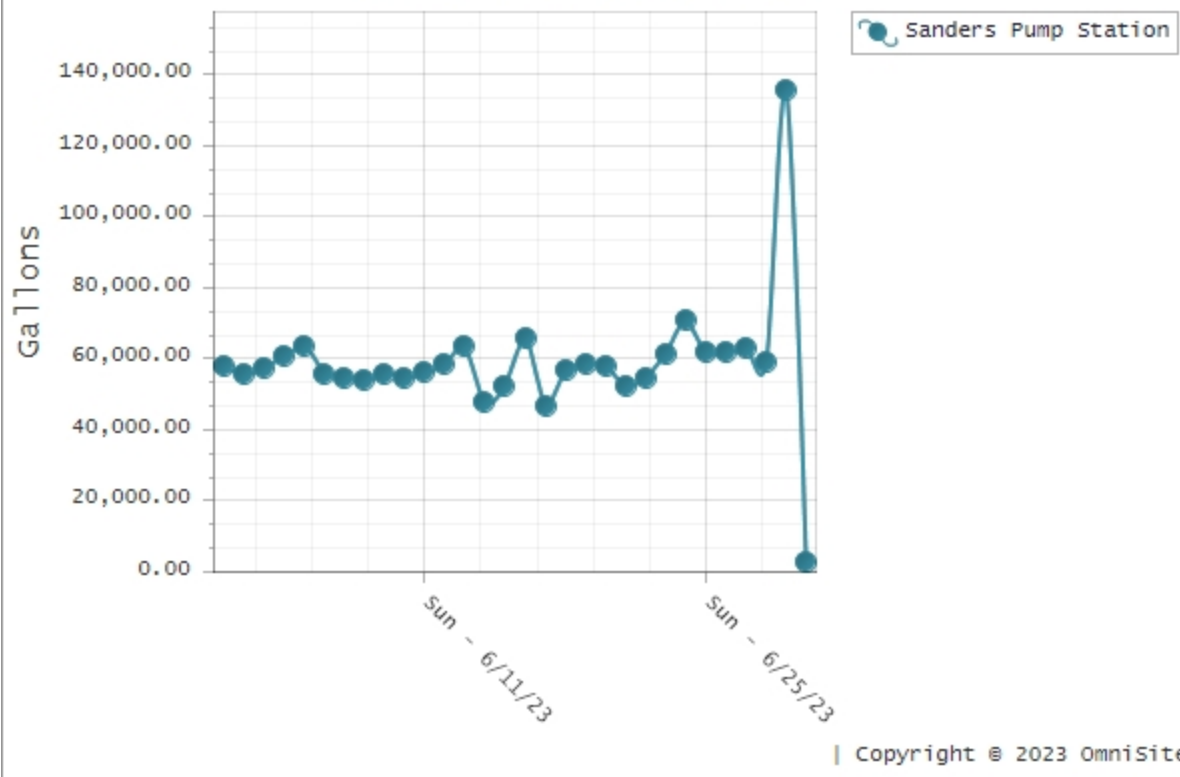
Station Effluent (outflow)

Thu. 6/1/23 to Fri. 6/30/23



Station Effluent (Outflow)

Thu. 6/1/23 to Fri. 6/30/23



The Drop off on the last day was from drop out of cellular service so data was not sent.