



**BOROUGH COUNCIL AGENDA**  
**TUESDAY, FEBRUARY 14, 2023 – 7:00 P.M.**

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

**REGULAR MEETING**

- 1. Approval of Minutes: January 10, 2023 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.
- 3. Ordinances and Resolutions**
  - a. Ordinance #1-2023: Chapter 27 Amendment: Vacation Rental Permitted Use – for Advertisement
  - b. Ordinance #2-2023: Chapter 10 Property Maintenance – for Approval
- 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. Public Sewer Advisory Committee
    - Chapter 94 Report – for Approval
  - b. Committee Applications
- 7. Administrative Business – Borough Manager**
  - a. Treasurer's Report – January 2023
  - b. Capital Purchase Request
  - c. Lot Appraisal Results
- 8. Unfinished Business**
  - a. Grant Funding Updates
    - Resolution #3-2023: PENVEST Funding Update
  - b. Police Department Ordinance
- 9. New Business**
- 10. Open to the public**
  - a. Citizens wishing to comment will be asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
- 11. Adjournment**

## APPROVAL of MINUTES

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# PUBLIC COMMENT

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# ORDINANCES and RESOLUTIONS

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

**ORDINANCE NO. 1-2023**

**AN ORDINANCE OF THE COUNCIL OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA AMENDING VARIOUS SECTIONS OF THE CARROLL VALLEY ZONING ORDINANCE TO ALLOW VACATION RENTALS AS A PERMITTED USE IN THE AGRICULTURAL (A), RESIDENTIAL LOW DENSITY (R2), AND RESIDENTIAL MEDIUM DENSITY (R3) DISTRICTS**

**WHEREAS**, Article VI of the Pennsylvania Municipalities Planning Code 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 desires to allow for Vacation Rentals to be a permitted use in the Agricultural (A), Residential Low Density (R2), and Residential Medium Density (R3) Districts; 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.** Section 401 (A) of the Zoning Ordinance, entitled “*Permitted Uses*”, is hereby amended by adding “Vacation Rental” to the list of permitted uses in the Agricultural (A) District to read as follows:

A. Permitted Uses: The following uses are permitted in the A District.

1. Agricultural Operations.
2. Animal Hospital.
3. Cemetery, either as a principal use or as an accessory use to a Place of Worship.
4. Farms.

5. Forestry.
6. Horticultural activities, including nurseries and greenhouses.
7. Kennel, Commercial.
8. Place of Worship.
9. Single-Family Detached Dwellings.
10. Vacation Rental, in accordance with Section 1501.HH.

**SECTION 2.** Section 401 (C) of the Zoning Ordinance, entitled “*Special Exception Uses*”, is hereby amended by removing “Vacation Rental” from the list of special exception uses in the Agricultural (A) District to read as follows:

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

1. Bed and Breakfast Operations, in accordance with Section 1501.B.
2. Farm Equipment Sales Facility, in accordance with Section 1501.H.
3. Farm Market and/or Agricultural Tourism in accordance with Section 1501.I.
4. Farm-Related Business, in accordance with Section 1501.J.
5. Solar Energy Production Facility, in accordance with Section 1501.NN.
- ~~6. Vacation Rental, in accordance with Section 1501.HH.~~
6. Wind Energy Facility, in accordance with Section 1501.OO.

**SECTION 3.** Section 601 (A) of the Zoning Ordinance, entitled “*Permitted Uses*”, is hereby amended by adding “Vacation Rental” to the list of permitted uses in the Residential Low Density (R2) District to read as follows:

A. Permitted Uses: The following uses are permitted in the R2 District.

1. Forestry.
2. Place of Worship.
3. Public Park, Recreation, and Resource Management Uses.
4. Schools.
5. Single Family Detached Dwellings.
6. Site-Specific Borough Facilities.
7. Site-Specific Utility Facilities.
8. Vacation Rental, in accordance with Section 1501.HH.

**SECTION 4.** Section 601 (C) of the Zoning Ordinance, entitled “*Special Exception Uses*”, is hereby amended by removing “Vacation Rental” from the list of special exception uses in the Residential Low Density (R2) District to read as follows:

B. Special Exception Uses: The following uses are permitted by Special Exception in the R2 District in accordance with the following standards and criteria, any reasonable

conditions that the Zoning Hearing Board may deem necessary, and in accordance with the procedures set forth in Section 1908 of this Ordinance.

1. Group Home, in accordance with Section 1501.N.
- ~~2. Vacation Rental, in accordance with Section 1501.HH.~~
2. Wireless Communication Facility – Tower Based – Inside Public Right-of-Way, proposed as either a stand-alone facility or as part of a DAS, in accordance with Section 1501.LL.
3. Uses not expressly permitted elsewhere in this Ordinance, and that exhibit the same general character of the uses listed in Section 601, when authorized as a Special Exception by the Zoning Hearing Board in accordance with Section 1501.GG and 1908.

**SECTION 5.** Section 701 (A) of the Zoning Ordinance, entitled “*Permitted Uses*”, is hereby amended by adding “Vacation Rental” to the list of permitted uses in the Residential Medium Density (R3) District to read as follows:

A. Permitted Uses: The following uses are permitted in the R3 District.

1. Forestry.
2. Place of Worship.
3. Public Park, Recreation, and Resource Management Uses.
4. Schools.
5. Single Family Detached Dwellings.
6. Site-Specific Borough Facilities.
7. Site-Specific Utility Facilities.
8. Vacation Rental, in accordance with Section 1501.HH.

**SECTION 6.** Section 701 (C) of the Zoning Ordinance, entitled “*Special Exception Uses*”, is hereby amended by removing “Vacation Rental” from the list of special exception uses in the Residential Medium Density (R3) District to read as follows:

C. Special Exception Uses: The following uses are permitted by Special Exception in the R3 District in accordance with the following standards and criteria, any reasonable conditions that the Zoning Hearing Board may deem necessary, and in accordance with the procedures set forth in Section 1908 of this Ordinance.

1. Conversion Housing, in accordance with Section 1501.E.
2. Group Home, in accordance with Section 1501.N.
3. Infill Housing, in accordance with Section 1501.R.
- ~~4. Vacation Rental, in accordance with Section 1501.HH.~~
4. Wireless Communication Facility – Tower Based – Inside Public Right-of-Way, proposed as either a stand-alone facility or as part of a DAS, in accordance with Section 1501.LL.
5. Uses not expressly permitted elsewhere in this Ordinance, and that exhibit the same general character of the uses listed in Section 701, when authorized as a Special Exception by the Zoning Hearing Board in accordance with Section 1501.GG and 1908.

**SECTION 7. Repealer.** All provisions of previous Ordinances of the Borough of Carroll Valley which are contrary to this Ordinance are expressly repealed.

**SECTION 8. Savings Clause.** In all other respects, the Borough of Carroll Valley Ordinances shall remain as previously enacted and ordained.

**SECTION 9. Severability.** The provisions of this Ordinance are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid to be unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this ordinance.

**SECTION 10. Effective Date.** This Ordinance shall take effect in accordance with law.

**ENACTED, ORDAINED, AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_  
2023 by the Council of the Borough of Carroll Valley, Adams County, Pennsylvania.

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

\_\_\_\_\_  
Gayle Mathers, Assistant  
Borough Manager/Borough  
Secretary

By: \_\_\_\_\_  
Richard Mathews, Council President

\_\_\_\_\_  
Mayor of the Borough of Carroll Valley

CARROLL VALLEY BOROUGH  
ADAMS COUNTY, PENNSYLVANIA

Ordinance No. 2-2023

AN ORDINANCE OF THE BOROUGH OF CARROLL VALLEY AMENDING CHAPTERS 5, 10, 20, AND 25 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES TO: MODIFY AND CODIFY REGULATIONS PERTAINING TO HEALTH, SAFETY, AND NUISANCES; REAFFIRM EACH CHAPTER AS AMENDED, AND SET FORTH AN EFFECTIVE DATE.

**WHEREAS**, Borough Council for the Borough of Carroll Valley, Adams County, Pennsylvania (“Borough Council”) has a duty to enact, revise, repeal and amend ordinances and resolutions, as it deems beneficial to the borough and to provide for the enforcement of the same, 8 Pa.C.S.A. §1006; and

**WHEREAS**, Borough Council desires to amend Chapter 5 of the Borough of Carroll Valley Code of Ordinances (“Code”) to repeal Part 3 entitled, “Property Maintenance Code” in its entirety; and

**WHEREAS**, Borough Council desires to repeal Chapter 10 in its entirety and enact a new Chapter 10 entitled, “Health, Safety, and Nuisances” to provide for the removal of nuisances in order to promote public health, safety and the welfare of all residents; and

**WHEREAS**, Borough Council desires to amend Chapter 20, Section 109 of the Code entitled, “Dumping or Storage Unlawful” to be consistent with the new Chapter 10 as provided herein; and

**WHEREAS**, Borough Council desires to amend Chapter 25 of the Code by eliminating Part 2, Section 201, entitled “Unlawful Vegetation Prohibited” which has been included in the new Chapter 10 as provided herein.

**NOW THEREFORE, BE IT ENACTED AND ORDAINED**, by the Borough Council of the Borough of Carroll Valley, Adams County, Pennsylvania, as follows:

**SECTION 1. AMENDMENT TO CHAPTER 5 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES.**

Chapter 5, Part 3 is hereby deleted in its entirety.

**SECTION 2. AMENDMENT TO CHAPTER 10 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES.**

The Borough of Carroll Valley Code of Ordinances (hereinafter “Code of Ordinances”), Chapter 10 is hereby deleted in its entirety, and replaced with all of the following:

Chapter 10 Health, Safety, and Nuisances

**§ 10-101. Legislative findings.**

The Borough Council of the Borough of Carroll Valley, Adams County, Pennsylvania, finds that the removal of nuisances is in the interest of the citizens of the Borough and that removal of nuisances on public and private property promotes public health,



safety, and welfare of all residents of the Borough.

**§ 10-102. Definitions.**

For the purposes of the chapter, the following terms, phrases, and words and their derivatives shall have the meanings given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number, and the word "shall" is always mandatory and not merely directory.

ABANDONED MOTOR VEHICLE — Any motorized vehicle which is without a currently valid license plate or plates and/or is in a rusted, wrecked, discharged, dismantled, partly dismantled, inoperative or abandoned condition.

APPLIANCE — A stove, refrigerator, television set, furnace, air conditioner, water heater, water softener, washer, dryer, microwave, or any household article used to perform any of the necessary domestic work in a household. The term "appliance" shall also mean any article used in business to increase production or to speed, ease, or eliminate work, including but not limited to the specific items aforementioned.

ATTRACTIVE NUISANCE — a dangerous condition on a landowner's property that may particularly attract children onto the land a pose a risk to their safety.

DANGEROUS BUILDING/STRUCTURE — Any building, structure, or portion thereof which threatens the life, health, safety, or property of the public or its occupants because of inadequate maintenance, dilapidation, obsolescence, fire hazard, disasters, damage, or abandonment. The conditions which may cause a structure to be classified as a "dangerous building" include but are not limited to the following:

- A. The walking surface of any aisle, passageway, stairway, or other means of exit is so warped, worn, loose, torn, or otherwise unsafe as not to provide a safe and adequate means of exit in case of fire or panic.
- B. Any portion, section, or appurtenance of the building or structure has been damaged by fire, wind, flood, or by any other cause to such an extent that it is likely to partially or completely collapse, fail, detach, or dislodge.
- C. The building or structure, or any part thereof, because of dilapidation, deterioration, or decay; or faulty construction; or the removal, instability, or movement of any portion of ground necessary for such building; or the decay, deterioration, or inadequacy of its foundation; or any other cause is likely to collapse partially or completely.
- D. The building or structure has been so damaged by fire, wind, flood, or other causes or has become so dilapidated or deteriorated as to become an attractive nuisance to children or a harbor of transients or vagrants.
- E. The building or structure used or intended to be used for dwelling purposes is unsanitary, unfit for human habitation, or in such condition that it is likely to cause sickness or disease because of inadequate maintenance, dilapidation, decay, damage, faulty construction, or arrangement, inadequate light, air or sanitation facilities or other cause.
- F. The building or structure creates a fire hazard by its obsolescence, dilapidation conditions, deterioration, damage, or other cause.

- G. Any portion of the building, including the foundation, slab or grade, or structure remains on a site after the demolition or destruction of the building or structure.

DISCARDED - Any item resting for 48 hours outdoors, or in an area that is not fully enclosed, which is not designed for outdoor use, or which is not being used outdoors for its intended purpose.

ENCLOSED — Having a wall or walk, window or windows, and a door used as access to the dwelling.

HABITABLE STRUCTURE - Any building, dwelling, or other space in which any person may reside, or which is intended for human occupancy.

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.

HOUSEHOLD FURNISHINGS - All items normally found and used inside a home or residence.

JUNKED - Inoperable, obsolete, or abandoned items that are, being stripped of components, being used or sold for parts, to be sold for scrap, or not being used for their intended purpose.

MOTOR VEHICLE - any type of mechanical device, propelled by a motor, in which persons or property may be transported upon public streets or highways, including trailers or semi-trailers pulled thereby.

NOTICE OF VIOLATION TICKET - A form issued by the code enforcement officer to the person who violates this ordinance. The Notice of Violation ticket is to settle a violation by paying the fine in lieu of a citation being issued against the violator

NUISANCE — Any condition or use of premises or of building exteriors that is detrimental to the property of others, or which causes or tends to cause substantial diminution in the value of other property in the neighborhood in which such premises are located, or that constitutes a danger or potential danger to the health, safety, or welfare of the citizens of the Borough of Carroll Valley. This includes, but is not limited to:

- A. The keeping or depositing on or scattering over the premises of any Junk, trash, or debris including but not limited to all waste, refuse, and discarded materials having only a junk or salvage value, and garbage not contained in a safe, sanitary, and orderly manner in a proper container for collection.
- B. The keeping or depositing on or scattering over the premises of any Abandoned, discarded, or unused objects or equipment such as motor vehicles, furniture, stoves, refrigerators, freezers, cans, or containers.
- C. Maintaining or causing to be maintained, any dangerous structures, including but not limited to abandoned, occupied, or unoccupied buildings or parts of buildings.
- D. Maintaining or causing to be maintained upon any unenclosed porch or exterior attachment, which faces a regularly traveled thoroughfare, furniture, other than furniture designed for exterior use, which is commonly intended for use inside a dwelling, including but not limited to upholstered sofas, chairs,

davenport, beds, divans, and similar.

- E. The use of a porch roof or other second story or higher portion of a structure for a non-designed use, unless said porch roof or other portion of a structure is specifically designed for said use.
- F. It shall be considered a nuisance to permit the growth of trees, grass, weeds, and other vegetation under the following instances:
  - 1) Encroachment Upon Adjoining Rights-of-Way. No person, firm, or corporation owning or occupying any property within the Borough shall permit any trees, hedges, bushes, or shrubbery of whatsoever kind or nature, exceeding 12 inches in height, to grow or remain in the right-of-way within 5 feet from the edge of the road surface. Further, such growth is prohibited on any property if, by encroaching upon adjoining rights-of-way, it interferes with pedestrian or vehicular traffic using said rights-of-way or hampers proper drainage of the roadway. All such vegetation is hereby declared to be a nuisance and detrimental to the health, safety, cleanliness, and comfort of the inhabitants of the Borough.
  - 2) Damaging or Dangerous Growth. No person, firm, or corporation owning any property within the Borough shall permit any grass, weeds, or other vegetation included on the Noxious Weed List contained within the Pennsylvania Noxious Weed Control Law (3 P.S. §§ 255.1 – 255.11), as amended, to grow or remain upon any property. Any such conduct is hereby declared to be a nuisance and detrimental to the health, safety, cleanliness, and comfort of the inhabitants of the Borough.
  - 3) Control of Grass, Weeds, and Other Vegetation on Improved Properties. No person, firm, or corporation owning or occupying any property improved with a structure, whether for residential or commercial purposes (with the exception of large recreational or agricultural tracts), within the Borough shall permit any grass or weeds or vegetation whatsoever, not edible or planted for some useful or ornamental purpose, to grow or remain on such premises, including any portion of the premises within the street or right-of-way, so as to exceed a height of 12 inches. All such vegetation is hereby declared to be a nuisance and detrimental to the health, safety, cleanliness, and comfort of the inhabitants of the Borough.
  - 4) Trees, shrubs, hedges, or other vegetation overhanging sidewalks or other pedestrian walkways at a height of fewer than eight feet.
  - 5) Trees, shrubs, or other vegetation overhanging a road right-of-way at a height of fewer than 16 feet, measured from the street surface at the curb.
- G. Garbage, garbage containers, and trash routinely stored in the front of a building on a porch or front yard, except for the 24 hours immediately before



the regularly scheduled collection of trash, and 24 hours immediately after the trash has been collected.

H. Motor vehicles, which are stored outdoors, and are subject to one or more of the following are not permitted to be kept or stored on any premises:

- 1) Inoperative, Unregistered or uninspected motor vehicle
- 2) Broken windshields, mirrors, or other glass with sharp edges.
- 3) One or more flat or open tires or tubes that could permit infestation.
- 4) Missing doors, windows, hoods, trunks, or other body parts which could facilitate the harboring of animals and/or other infestation.
- 5) Any body parts with sharp edges, including holes resulting from rust.
- 6) Missing tires resulting in unsafe suspension of the motor vehicle.
- 7) Upholstery that is torn or open which could permit the harboring of animals and/or other infestation.
- 8) Broken headlamps or tail lamps with sharp edges.
- 9) Disassembled chassis parts apart from the motor vehicle stored in an unsafe fashion or loose, in or on the vehicle.
- 10) Protruding sharp objects from the chassis.
- 11) Broken vehicle frames suspended from the ground in an unstable manner.
- 12) Leaking or damaged oil pan or gas tank that could cause fire or explosion.
- 13) Exposed battery containing acid.
- 14) Inoperable locking mechanism for doors or trunk or hood.
- 15) Open or damaged floorboards, including trunk and firewall.
- 16) Damaged bumpers pulled away from the perimeter of the vehicle.
- 17) Broken grill with protruding edges.
- 18) Loose or damaged metal trim and clips; broken communications equipment and antenna.
- 19) Suspended on unstable supports.
- 20) Motor vehicles routinely parked or kept anywhere a hard

surface does not exist. All motor vehicles must be parked on a hard surface to protect individual wells from contamination.

21) Such other defects that may threaten the health, safety, and welfare of the citizens of the Borough.

22) Exception. A vehicle of any type is permitted to undergo a major overhaul, including bodywork, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.

- I. Befouling of roadways unlawful. It shall be unlawful to scatter, spill, dump, drop, or drag or permit to be scattered, spilled, dumped, dropped, or dragged any soil, sand, stone, dirt, debris, refuse, litter, or other substances of any kind from any property or vehicle or from the wheels, tires or undercarriage thereof upon roadways.
- J. It shall be unlawful for any person to knowingly cause grass clippings, leaves, snow, or other debris or waste produced in conjunction with yard maintenance or gardening onto the streets, alleys, and other public roads of the Borough. A homeowner is responsible to ensure that any persons hired to cut their grass or maintain their yard abide by this ordinance. Any grass or waste which inadvertently is caused to enter the streets or alleys of the Borough shall be promptly removed; there is no "grace period" within which to remove grass or leaves.
- K. All sidewalks, walkways, stairs, driveways, parking spaces, and similar areas shall be kept in a proper state of repair and maintained free from hazardous conditions.
- L. Structures with any of the following exterior defects:
  - 1) The exterior of a structure shall be maintained in good repair, structurally sound, and sanitary so as not to pose a threat to public health, safety, or welfare.
  - 2) All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks, and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment.
  - 3) All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.
  - 4) All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface-coated where required to prevent deterioration.
  - 5) The roof and flashing shall be sound, and tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions.

- 6) All cornices, belt courses, corbels, terra cotta trim, wall facings, and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.
- 7) Every exterior stairway, deck, porch, and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage, and capable of supporting the imposed loads.
- 8) All chimneys, cooling towers, smokestacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.
- 9) Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.
- 10) Every window, skylight, door, and frame shall be kept in sound condition, in good repair, and weather tight.
- 11) All exterior doors, door assemblies, and hardware shall be maintained in good condition. Locks at all entrances to dwelling units, rooming units, and guestrooms shall tightly secure the door.

OWNER — A person giving, leasing, occupying, or having charge of any premises within the Borough. This would also include the term “Lessee” when the lessor holds the lessee responsible for maintenance and repairs.

PERSON — Any person, firm, partnership, association, corporation, company, or organization of any kind.

PORCH or EXTERIOR ATTACHMENT — Any area attached to or appended to a building regularly used for dwelling.

PORCH ROOF — A roof at the second story or above on any building, which extends over an unenclosed area.

PREMISES - A lot(s), plot(s) or parcel(s) of land including any habitable structure(s) located thereon.

REGULARLY TRAVELED STREET — Any street, alley, or thoroughfare on which one or more motor vehicles travel during any twenty-four-hour period.

ROADWAY - Any lot, road, street, alley, or other areas within the Borough which may accommodate traffic.

STRUCTURE - any man-made object having an ascertainable stationary location on or in land or water, whether or not affixed to the land.

TARP / TARPAULIN - a piece of material (such as durable plastic or waterproofed canvas) used especially for protecting exposed objects or areas; a heavy waterproof canvas or synthetic fabric/material used for covering.

VIOLATOR - See OWNER

### **§ 10-103. The Illegality of Nuisances.**

Nuisances, as defined herein, are hereby declared to be illegal.

**§ 10-104. Abatement.**

- A. Abatement of nuisance by owners. The owner, owners, tenants, lessees, and/or occupants of any lot within the Borough upon which a nuisance is found to exist and the owner, owners, and/or lessees of said personalty involved in such storage (all of whom are hereafter referred to as "owners") shall jointly and severally abate said nuisance by the prompt removal of said nuisance. The utilization of a Tarp or Tarpaulin to cover a nuisance is not considered an acceptable abatement.
- B. Abatement of nuisance by Borough. Whenever said owner(s) shall fail to abate a said nuisance, the Borough shall take such action as is necessary to abate said nuisance without liability for damage to the property. The actual costs of abating said nuisance, including actual labor charges, equipment rental charges, postage, plus a penalty of 10% of the costs, shall be collected from the owner of the premises either by an action in assumpsit or by the filing of a municipal claim or lien against the said real property. In addition to the above, the Borough may, by an action in equity, compel the owner to comply with this chapter or take such other relief as a court may order.

**§ 10-105. Enforcement; compliance.**

- A. Whenever a condition constituting a nuisance is permitted or maintained upon premises situate in the Borough, the Borough Manager, the Code Enforcement Official, or, per Subsection H, an other official of as authorized by Carroll Valley Borough Council shall cause written notice to be served in one of the following ways:
  - (1) By personal delivery of the notice to the owner, tenant, or lessee of the premises.
  - (2) By leaving the notice with an adult on the premises.
  - (3) By attaching a copy of the notice to the door at the entrance of the premises in violation.
  - (4) By mailing, by certified mail, a notice to the last known address of the owner.
- B. Such notice shall set forth in what respects such conditions constitute a nuisance and whether removal is necessary and required by the Borough or whether the situation can be corrected by repairs, alterations, boarding, or fencing or in some other manner confining and limiting the nuisance.
- C. Such notice shall require the owner(s) to commence an action, by the terms thereof, within seven days of the date of the notice, and thereafter to complete the work necessary to comply fully with the terms of the notice as soon as is reasonable, but not later than 60 days from the date of said notice, provided that the owner(s) has requested such an extension within the original term for compliance.
- D. The expense of said compliance shall be at the expense of the owner; provided, however, that if a violation requires immediate correction, such notice shall require the owner to immediately comply with the terms thereof.
- E. Notice required under § 10-105.A shall be given one time during a calendar year.



- F. Each day shall constitute a separate violation of this chapter.
- G. Whenever a condition allegedly constituting a dangerous building shall remain unabated following notice by the Borough in accordance with §10-104, then the Borough shall institute proceedings to have the building or structure declared a dangerous building and the nuisance abated. The procedure to be followed shall be adopted by the Council.
- H. Notwithstanding the foregoing, if [the Borough Manager, the Code Enforcement Official, or, other official as authorized by Carroll Valley Borough Council](#) determines that any person, partnership, association, or corporation is or has allowed a nuisance, as defined in § 10-102 under "Nuisance," Subsections A and I, regarding junk, trash, or debris and garbage containment and collection, to occur, the Borough shall cause written notice as outlined in § 10-105.A to be sent to the violator to voluntarily abate and remove the nuisance within 24 hours thereof. However, in the case of junk, trash, debris, or garbage that is the result of celebratory activities (i.e., parties or general gatherings), immediate notice shall be personally served in accordance with § 10-105.A (1), requiring that all such junk, trash, debris, or garbage be removed within three hours of such notice. If the violator has not abated or removed the nuisance within the time provided for such removal in the notice, the Borough may initiate legal proceedings.

#### **§ 10-106. Process For Issuing Violation Tickets**

- A. The Notice of Violation shall be in writing and shall identify the property address (if applicable), include a statement of the violation(s), specify the maximum time frame to take corrective action and detail the fine for non-payment of the ticket within the prescribed time frame.
- B. The code enforcement officer of the Borough shall serve the Notice of Violation to the violator:
  - (1) By handing the Notice of the Violation to the violator,
  - (2) By handing the Notice of Violation to be served to an adult member of the household or other person in charge of the residence at the residence of the person to be served,
  - (3) By leaving or affixing the Notice of Violation ticket to the property where the violation exists (if applicable),
  - (4) By handing the Notice of Violation to the violator's agent or to the person in charge thereof at any office of usual place of business of the violator, or
  - (5) By mailing the Notice of Violation to the violator's address of record first class mail with a certificate of mailing.
- C. Each day after the issuance of a ticket that a violation continues or is permitted to continue constitutes a separate violation for which a separate fine may be imposed.
- D. If the violation is not addressed to the satisfaction of the code enforcement

officer within five (5) days from the issuance of the Notice of Violation, the code enforcement officer shall issue a first Notice of Violation Ticket to the violator consistent with the service of process described in (B) 1,2,3,4,5 above. The first Notice of Violation Ticket shall be in writing and shall identify the property address (if applicable), include a statement of the violation (s), specify the maximum time frame to take corrective action to address the violation and detail the fine for the non-payment of the ticket within the prescribed time frame. The fine for the first Notice of Violation shall be \$25.00.

- E. If the violation is not addressed to the satisfaction of the code enforcement officer within five (5) days after the issuance of the first Notice of Violation Ticket, the code enforcement officer shall issue a second Notice of Violation Ticket. The fine for the second Notice of Violation shall be \$50.00. If the violation is not addressed within five (5) days of the issuance of the second Notice of Violation Ticket, a third Notice of Violation Ticket shall be issued. The fine for the third Notice of Violation Ticket shall be \$75.00.
- F. A person in receipt of a third notice of violation ticket shall have (5) days after the issuance of the ticket to address the violation to the satisfaction of the code enforcement officer. If the violation is not addressed by that time, a citation will be issued by the code enforcement officer with the local District Justice.
- G. The code enforcement officer is authorized and empowered to correct or abate any violation, which at the discretion of the code enforcement officer, the violation constitutes a clear and present danger to the health and safety of the community.
- H. If the Borough has taken action to correct the violation the cost thereof shall be charged to the individual or property owner (if applicable) to whom the ticket has been issued.

#### **§ 10-107. Penalties.**

- A. Any person, firm or corporation who shall violate any provision of this Part, upon conviction thereof, shall be sentenced to a fine of not more than \$1,000 plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed 30 days. Each day that a violation of this Part continues or each Section of this Part which shall be found to have been violated shall constitute a separate offense.
- B. The remedies provided herein for the enforcement of this Part, or any remedy provided by law, shall not be deemed mutually exclusive; rather they may be employed simultaneously or consecutively, at the option of the Borough. [The Borough is authorized to pursue penalties under Section 10-107 herein without first issuing violation tickets under Section 10-106](#)

#### **~~§ 10-108. Severability~~**

~~Any person who violates any provision of this ordinance shall, upon conviction thereof be~~



~~sentenced to pay a fine no less than \$150.00 nor more than \$600.00 per violation plus cost, and/or 30 days imprisonment.~~

~~**§ 10-109. Validity**~~

~~The provisions of this ordinance are severable, and if any section, clause, sentence, part or provision thereof shall be illegal, invalid, or unconstitutional by any court or competent jurisdiction, such decision of the court shall not affect or impair the remaining sections, clauses, sentences, parts or provisions of this ordinance. It is hereby declared to be the intent of the Carroll Valley Borough Council that this ordinance would be adopted if such illegal, invalid, or unconstitutional section, clause, sentence, part or provision had not been included herein.~~

**SECTION 3. AMENDMENT TO CHAPTER 20 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES.**

The Borough of Carroll Valley Code of Ordinances (hereinafter "Code of Ordinances:), Chapter 20 is hereby amended, by amending Section 109 to read as follows:

§20-109. Dumping or Storage Unlawful.

On and after the passage of this Part, it shall be unlawful at any place within the confines of the Borough to dump or deposit, except for collection, garbage, ashes, rubbish or any other municipal waste of any nature.

**SECTION 4. AMENDMENT TO CHAPTER 25 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES.**

The Borough of Carroll Valley Code of Ordinances (hereinafter "Code of Ordinances:), Chapter 25 is hereby amended to delete Section 201 in its entirety, which shall read as follows:

§25-201. (Reserved)

**SECTION 5. 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 6. SEVERABILITY.**

If any word, phrase, sentence, part, section, subsection, or other portion of this Ordinance or any application thereof to any person or circumstance is declared void, unconstitutional, or invalid for any reason, then such word, phrase, sentence, part, section, subsection, or other portion, or the proscribed Application thereof, shall be severable, and the remaining provisions of this Ordinance, and all applications thereof, not having been declared void, unconstitutional, or invalid, shall remain in full force and effect.

**SECTION 7. SAVINGS.**

In all other respects, the Code of the Borough of Carroll Valley shall remain as previously enacted.

**SECTION 8. 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 \_\_\_ 20\_\_.

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Mayor



# MAYOR'S REPORT

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# January 2023 Police Report



by  
Chief Clifford J. Weikert  
Carroll Valley Borough Police

## Special News / Achievements:



## Radarsign Data:

### Master Data Report



Select Sign #	304150		
Change Street Name	Sanders	Bin Type:	NB
Set Speed Limit/ Bins	25 MPH		

### SUMMARY TABLE 15 MIN SEGMENT RECORDS

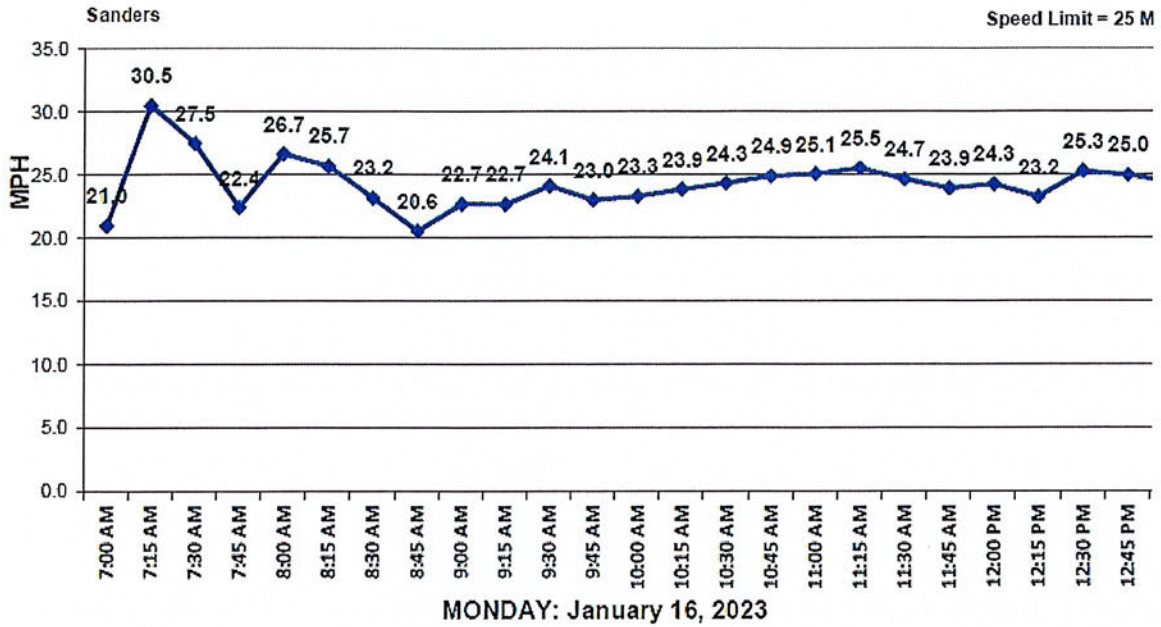
Serial # 304150

Street: Sanders

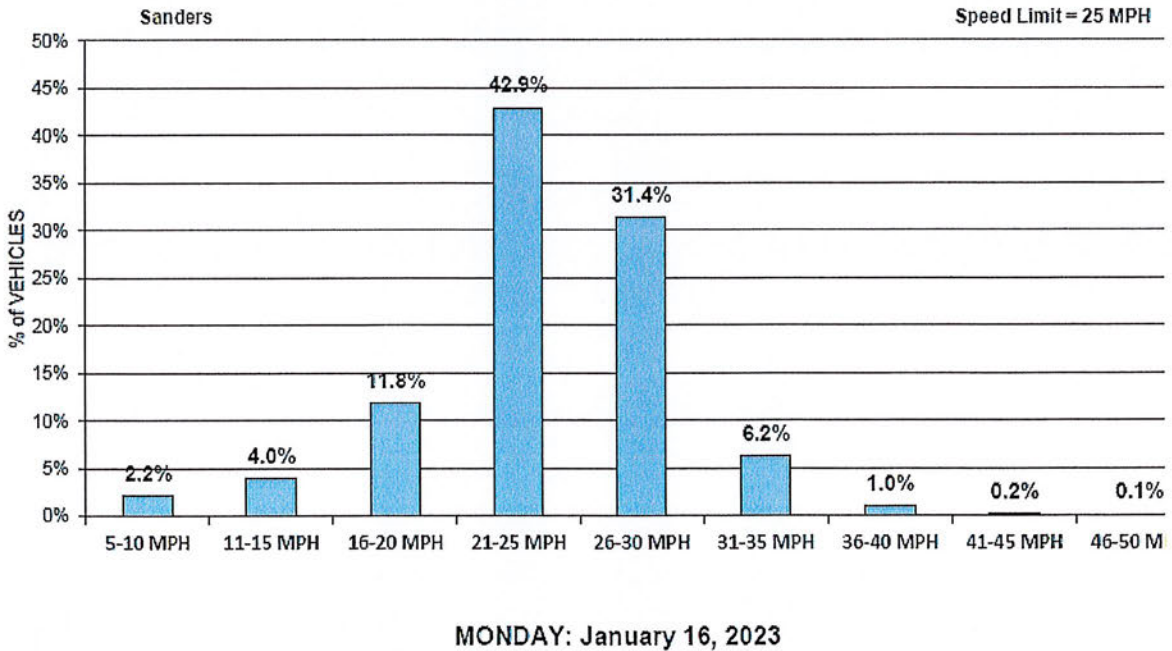
Speed Limit: 25 MPH

DATE	Vehicle Count	Speeder Count based on Avg. Spd.	Speeder Count % based on Avg. Spd.	Speeders > 5 MPH based on Avg. Spd.	Speeders > 10 MPH based on Avg. Spd.	Speeders > 15 MPH based on Avg. Spd.	Fastest Time Period	Speeders > 5 MPH based on Peak Spd.	Speeders > 10 MPH based on Peak Spd.	Speeders > 15 MPH based on Peak Spd.	Daily 85th %tile Speed	Daily Average Speed
Jan 16	1977	770	39%	150	27	8	4:45p	601	117	22	33	24.1

### Average Speeds – 30 minute segments



### Avg. Speeds by Percentage



### Crime Data:

Key to reading the following page:

1. At the top left, you see overall statistics for the month. Total offenses and clearance rate refer to Group "A" offenses. Arrests refer to Group "A" and Group "B". This data is only for Carroll Valley Borough.
2. It also includes crime rates and arrest rates, however this calculation is not yet functioning on the PA State Police system, so they display as -0-. When working correctly, they will report in the national standard of per 100,000 population. As such, when it does calculate, it shows the rate as if the Carroll Valley population was 100,000. By doing this, it makes the rate comparable regardless of the size of the jurisdiction.
3. The column below on the left shows all Group "A" offenses. Offenses can be generally cleared by:
  - a. Arrest (by charging someone with the crime).
  - b. Victim Refused Prosecution = Prosecution limited by victim, or;
  - c. Exceptional Clearance = Charges could be filed but for cause are not.
4. In the center, NIBRS adds additional categories, and you can see how they compare year over year for the month reported.
5. On the right column, you first see a list of arrests for Group "A" offenses, divided into adults and juveniles.
6. At the bottom of the right column, Group "B" arrests are listed. As a major change in NIBRS reporting, Group "B" offenses are only listed when an arrest occurs. Unsolved Group "B" offenses are no longer reported.
7. Each NIBRS offense belongs to one of three categories: Crimes Against Persons, Crimes Against Property, and Crimes Against Society. Crimes Against Persons, e.g., murder, rape, and assault, are those whose victims are always individuals. The object of Crimes Against Property, e.g., robbery, bribery, and burglary, is to obtain money, property, or some other benefit. Crimes Against Society, e.g., gambling, prostitution, and drug violations, represent society's prohibition against engaging in certain types of activity; they are typically victimless crimes in which property is not the object.



# Offense and Arrest Summary Report

Printed On: 02/09/2023

Beginning Date: 01/01/2023

Ending Date: 01/31/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Carroll Valley Borough

<b>Total Offenses</b>	<b>9</b>	<b>Clearance Rate</b>	<b>11.11%</b>
% change from last year	12.5%	Last years rate	0
<b>Total Arrests</b>	<b>2</b>	<b>Hate Crime Offenses</b>	<b>0</b>
% change from last year	0	<b>Law Officers Assaulted</b>	<b>0</b>
<b>Group A Crime Rate per 100,000 Population :</b>	<b>0.00</b>	<b>Summary based reporting Crime Rate per 100,000 Population :</b>	<b>0.00</b>
<b>Arrest Rate per 100,000 Population :</b>	<b>0.00</b>		

### 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	1	0	0	1	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
<b>Total Group A Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	1	0	0	1	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
<b>Total Group B Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>Total Arrests</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>

### Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny	6		6
Motor Vehicle Theft			
Arson			
Simple Assault			
Intimidation			1
Bribery			
Counterfeiting/Forgery			
Vandalism			
Drug/Narcotic Violations			
Drug Equipment Violations	1	1	
Embezzlement			
Extortion/Blackmail			
Fraud	1		1
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			
Incest			
Statutory Rape	1		
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
<b>Total Group "A"</b>	<b>9</b>	<b>1</b>	<b>8</b>

#### Crime Against Person

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

#### Crime Against Property

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

#### Crime Against Society

1 - This year  
- Last year  
0 - Percent Change

Population : 1

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





# Offense and Arrest Summary Report

Printed On: 02/09/2023

Beginning Date: 01/01/2022

Ending Date: 12/31/2022

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Carroll Valley Borough

<b>Total Offenses</b>	<b>50</b>	<b>Clearance Rate</b>	<b>26%</b>
% change from last year	-30.56%	Last years rate	37.5%
<b>Total Arrests</b>	<b>19</b>	<b>Hate Crime Offenses</b>	<b>0</b>
% change from last year	-63.46%	<b>Law Officers Assaulted</b>	<b>0</b>
<b>Group A Crime Rate per 100,000 Population :</b>	<b>0.00</b>	<b>Summary based reporting Crime Rate per 100,000 Population :</b>	<b>0.00</b>
<b>Arrest Rate per 100,000 Population :</b>	<b>0.00</b>		

### Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			1
Justifiable Homicide			
Rape			1
Robbery			1
Aggravated Assault	1		
Burglary	1	1	1
Larceny	21	3	17
Motor Vehicle Theft			
Arson			
Simple Assault	3	3	15
Intimidation	2	1	2
Bribery			
Counterfeiting/Forgery	1	1	
Vandalism	2		10
Drug/Narcotic Violations	1		4
Drug Equipment Violations			1
Embezzlement			
Extortion/Blackmail			
Fraud	12	2	16
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy	2	1	
Sexual Assault w/Object			
Fondling			1
Incest			
Statutory Rape	3		
Stolen Property	1	1	1
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			1
<b>Total Group "A"</b>	<b>50</b>	<b>13</b>	<b>72</b>

### Crime Against Person

11 - This year  
20 - Last year  
-45% - Percent Change

### Crime Against Property

38 - This year  
46 - Last year  
-17.39% - Percent Change

### Crime Against Society

1 - This year  
6 - Last year  
-83.33% - Percent Change

### Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	1	0	0	1	1
Larceny	1	0	0	1	2
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	2	1	0	3	8
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	1
Drug/Narcotic Violations	0	0	0	0	3
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	1
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	3	0	0	3	2
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	1
<b>Total Group A Arrests</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>8</b>	<b>19</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	3	0	0	3	5
DUI	3	0	0	3	17
Drunkenness	1	0	0	1	2
Family Offenses-nonviolent	0	0	0	0	1
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	4
Trespass	0	0	0	0	0
All Other Offenses	4	0	0	4	4
<b>Total Group B Arrests</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>33</b>
<b>Total Arrests</b>	<b>18</b>	<b>1</b>	<b>0</b>	<b>19</b>	<b>52</b>

Population : 1

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

## Calls for Service:

Carroll Valley Calls for Service Month	Total	Carroll Valley Calls for Service YTD	Total
ANIMAL COMPLAINT	5	ALARM	2
ASSIST - FIRE/EMS	16	ANIMAL COMPLAINT	5
ASSIST - OTHER POLICE	2	ASSIST - FIRE/EMS	16
DOMESTIC DISTURBANCE	4	ASSIST - OTHER POLICE	2
MENTAL HEALTH / WELFARE	5	DISTURBANCE/NOISE	3
MISC CALL FOR SERVICE	4	DOMESTIC DISTURBANCE	4
TRAFFIC COMPLAINT	10	FRAUD	5
VEHICLE CRASH	6	MENTAL HEALTH / WELFARE	5
VEHICLE STOP	23	MISC CALL FOR SERVICE	4
Z FOLLOW-UP	25	MISSING/LOST PERSON	1
ALARM	2	SUSPICIOUS ACTIVITY	3
THREATS / HARRASSMENT / STALKING	2	THEFT	6
SUSPICIOUS ACTIVITY	3	THREATS / HARRASSMENT / STALKING	2
FRAUD	5	TRAFFIC COMPLAINT	10
DISTURBANCE/NOISE	3	VEHICLE CRASH	6
MISSING/LOST PERSON	1	VEHICLE STOP	23
THEFT	6	Z FOLLOW-UP	25
PTFTNA - PTHEFT NOT ACTV	1	#N/A	1
<b>Grand Total</b>	<b>123</b>	<b>Grand Total</b>	<b>123</b>

## Traffic Enforcement:

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



Citations, Faulty Equipment, Warning	Count:
1301 (Title 75) - Registration and certificate of title required	9
1786 (Title 75) - Required financial responsibility	1
3309 (Title 75) - Driving on roadways laned for traffic	1
3323 (Title 75) - Stop signs and yield signs	4
3736 (Title 75) - Reckless driving	1
4303 (Title 75) - General lighting requirements	1
4703 (Title 75) - Operation of vehicle without official certificate of inspection	2
<b>Grand Total</b>	<b>19</b>

**Miscellaneous:**

Calls for Service		January 2022	January 2023	YTD 2022	YTD 2023
	Calls from Public	92	98	840	98
	Officer initiated	14	25	157	25
	<b>Total CV Calls</b>	<b>106</b>	<b>123</b>	<b>997</b>	<b>123</b>

<b>Vehicle Mileage</b>					
			Starting	Ending	Total
20		2017 Dodge Charger Unmarked	21,911	22,021	110
22		2017 Dodge Charger Marked	68,133	69,785	1,652
21		2014 Dodge Charger Unmarked	98,644	99,764	1,120
24		2014 Dodge Charger Marked	92,619	93,506	887
25		2010 Ford Exp Marked	83,150	83,160	10
				<b>Total</b>	<b>3,779</b>





# January 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.

<u>Fairfield Calls for Service Month</u>	<u>Total</u>	<u>Fairfield Calls for Service YTD</u>	<u>Total</u>
ASSIST - FIRE/EMS	4	ASSIST - FIRE/EMS	4
CRIMINAL MISCHIEF	1	CRIMINAL MISCHIEF	1
DOMESTIC DISTURBANCE	2	DOMESTIC DISTURBANCE	2
MISC CALL FOR SERVICE	4	MISC CALL FOR SERVICE	4
SEX OFFENSE	1	SEX OFFENSE	1
THEFT	1	THEFT	1
TRAFFIC COMPLAINT	1	TRAFFIC COMPLAINT	1
VEHICLE STOP	11	VEHICLE STOP	11
Z FOLLOW-UP	1	Z FOLLOW-UP	1
<b>Grand Total</b>	<b>26</b>	<b>Grand Total</b>	<b>26</b>

## Citations:

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

<u>Citations, Faulty Equipment, Warning</u>	<u>Count:</u>
1301 (Title 75) - Registration and certificate of title required	10
1786 (Title 75) - Required financial responsibility	1
3362 (Title 75) - Maximum speed limits	1
4703 (Title 75) - Operation of vehicle without official certificate of inspection	1
<b>Grand Total</b>	<b>13</b>



# Offense and Arrest Summary Report

Printed On: 02/09/2023

Beginning Date: 01/01/2023

Ending Date: 01/31/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Fairfield Borough

Total Offenses	1	Clearance Rate	0
% change from last year	0	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 Crime Rate per 100,000 Population :	0.00
Arrest Rate per 100,000 Population :	0.00		

**Offense Reporting**

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

**Crime Against Person**

1 - This year  
 - Last year  
 0 - Percent Change

**Crime Against Property**

- This year  
 - Last year  
 0 - 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	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
<b>Total Group A Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	0	0	0	0	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
<b>Total Group B Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Population : 1

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





# Offense and Arrest Summary Report

Printed On: 02/09/2023

Beginning Date: 01/01/2022

Ending Date: 12/31/2022

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Fairfield Borough

**Total Offenses** 10      **Clearance Rate** 30%  
 % change from last year -68.75%      Last years rate 50%

**Total Arrests** 3      **Hate Crime Offenses** 0  
 % change from last year -78.57%      **Law Officers Assaulted** 1

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

**Arrest Rate per 100,000 Population :** 0.00

**Offense Reporting**

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			1
Larceny			8
Motor Vehicle Theft			2
Arson			
Simple Assault	1	1	
Intimidation	1	1	3
Bribery			
Counterfeiting/Forgery			
Vandalism	4		4
Drug/Narcotic Violations			5
Drug Equipment Violations			2
Embezzlement			
Extortion/Blackmail			
Fraud	4	1	3
Gambling			
Kidnapping			
Pornography			1
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			2
Incest			
Statutory Rape			1
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
<b>Total Group "A"</b>	<b>10</b>	<b>3</b>	<b>32</b>

**Crime Against Person**

2 - This year  
 6 - Last year  
 -66.67% - Percent Change

**Crime Against Property**

8 - This year  
 18 - Last year  
 -55.56% - Percent Change

**Crime Against Society**

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

**Arrest Reporting**

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	1	0	0	1	0
Intimidation	1	0	0	1	2
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	1
Drug/Narcotic Violations	0	0	0	0	4
Drug Equipment Violations	0	0	0	0	3
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	1
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
<b>Total Group A Arrests</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>11</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	1
DUI	1	0	0	1	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	1
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	1
<b>Total Group B Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>Total Arrests</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>14</b>

Population: 1

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

# FIRE/EMS/EMA REPORT

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# FAIRFIELD FIRE & EMS

## Fire Report –January, 2023

**Calls for the Month –                    28**

**Year to Date Total -                    28**

<u>Nature of Call(s)</u>		<u>Location of Call(s)</u>	
Fire Police -	06	Carroll Valley Borough	04
Fire – Structure	02	Fairfield Borough	05
Medical Assist	06	Franklin Township	02
Chimney Fire	01	Freedom Township	01
Motor Vehicle Accident	06	Hamiltonban Township	05
Landing Zone	04	Highland Township	04
Forceable Entry	01	Liberty Township	05
Odor of Gas	01		
Vehicle Lookout	01		
		Butler Township, Adams County	01
		Washington Township, Franklin County	01



**Fountaindale Volunteer Fire Department**  
**1340 Old Waynesboro Road**  
**Fairfield, PA 17320**

## **MONTHLY FIRE REPORT FOR JANUARY 2023**

Breakdown of calls by type:

Building fire.....	1
Medical Assist.....	1
Vehicle Accidents.....	1
Chimney Fire.....	1
<u>Good Intent.....</u>	<u>1</u>
<b>TOTAL</b>	<b>5</b>

Notes: We will be hosting a Hazardous Materials Refresher Class at our Station on March 5<sup>th</sup>.

David Martin  
Fire Chief

cc: Carroll Valley Borough  
Hamiltonban Township  
Liberty Township

# Fountain Dale Volunteer Fire Department



Fairfield, PA

This report was generated on 1/31/2023 10:06:10 PM

## Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 01/01/2023 | End Date: 01/31/2023

Incident Date	Address	Incident Type
01/02/2023	Buchanan Trail East, Blue Ridge Summit, PA 17214	Building fire
01/03/2023	Sour Mash Trail, Fairfield, PA 17320	Medical assist, assist EMS crew
01/10/2023	Hilltop Trail, Fairfield, PA 17320	Motor vehicle accident with injuries
01/12/2023	Monterey Lane, Blue Ridge Summit, PA 17214	Cover assignment, standby, moveup
01/24/2023	Old Waynesboro Road, Fairfield, PA 17320	Chimney or flue fire, confined to chimney or flue

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



emergencyreporting.com





# Fountain Dale Volunteer Fire Department

x

Fairfield, PA

This report was generated on 1/31/2023 10:04:27 PM

## Incident Type Count per Station for Date Range

Start Date: 01/01/2023 | End Date: 01/31/2023

Station: <input type="checkbox"/>	INCIDENT TYPE	# INCIDENTS
	111 - Building fire	1
	114 - Chimney or flue fire, confined to chimney or flue	1
	311 - Medical assist, assist EMS crew	1
	322 - Motor vehicle accident with injuries	1
	571 - Cover assignment, standby, moveup	1
	<b># Incidents for :</b>	<b>5</b>

Only REVIEWED incidents included.



emergencyreporting.com  
Doc Id: 857

# COMMITTEE REPORTS

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# **Carroll Valley Sewer & Water Authority**

**ADAMS COUNTY, PA**

**MUNICIPAL WASTELOAD MANAGEMENT**

**CHAPTER 94**

**ANNUAL REPORT- CALENDAR YEAR 2022**

**January 2023**



**WM. F. HILL & ASSOCIATES.**

*PROFESSIONAL ENGINEERS*

CIVIL ♦ MUNICIPAL ♦ ENVIRONMENTAL

207 Baltimore Street  
Gettysburg, Pennsylvania 17325  
(717) 334 – 9137

**CARROLL VALLEY SEWER & WATER AUTHORITY  
MUNICIPAL WASTELOAD MANAGEMENT ANNUAL REPORT  
2022**

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Organic Loading Graph	7
PA DEP Sludge Calculator	Attachment 1
Pumping Station Chart	Attachment 2
Flow Meter Calibration	Attachment 3



## CHAPTER 94 MUNICIPAL WASTELOAD MANAGEMENT ANNUAL REPORT

**For Calendar Year: 2022**

- Permittee is owner and/or operator of a POTW or other sewage treatment facility  
 Permittee is owner and/or operator of a collection system tributary to a POTW not owned/operated by permittee

GENERAL INFORMATION			
Permittee Name:	Carroll Valley Borough	Permit No.:	PA0080039
Mailing Address:	5685 Fairfield Road	Effective Date:	March 1, 2020
City, State, Zip:	Fairfield, PA 17320	Expiration Date:	February 28, 2025
Contact Person:	David A. Hazlett	Renewal Due Date:	September 1, 2024
Title:	Borough Manager	Municipality:	Carroll Valley Borough
Phone:	(717) 642-8269	County:	Adams County
Email	manager@carrollvalley.org	Consultant Name:	Wm. F. Hill & Assoc., Inc.
CHAPTER 94 REPORT COMPONENTS			
<p>1. Attach to this report a line graph depicting the monthly average flows (expressed in MGD) for each month for the past 5 years and projecting the flows for the next 5 years. The graph must also include a line depicting the hydraulic design capacity per the WQM permit. (<u>25 Pa. Code § 94.12(a)(1)</u>)</p> <p><b>Check the appropriate boxes:</b></p> <p><input checked="" type="checkbox"/> Line graph for flows attached  <input checked="" type="checkbox"/> DEP Chapter 94 Spreadsheet used (<b>Attachment</b>)  <input type="checkbox"/> Section 1 is not applicable (report is for a collection system).</p>			
<p>2. Attach to this report a line graph depicting the monthly average organic loads (express as lbs BOD5/day) for each month for the past 5 years and projecting the organic loads for the next 5 years. The graph must also include a line depicting the organic design capacity of the treatment plant per the WQM permit. (<u>25 Pa. Code § 94.12(a)(2)</u>)</p> <p><b>Check the appropriate boxes:</b></p> <p><input checked="" type="checkbox"/> Line graph for organic loads attached  <input checked="" type="checkbox"/> DEP Chapter 94 Spreadsheet used (<b>Attachment</b>)  <input type="checkbox"/> Section 2 is not applicable (report is for a collection system).</p>			
<p>3. If the DEP Chapter 94 Spreadsheet was not used to determine projections, discuss the basis for the hydraulic and organic projections. In all cases, include a description of the time needed to expand the plant to meet the load projections, if necessary, and data used to support the projections should be included in an appendix to this report. (<u>25 Pa. Code § 94.12(a)(3)</u>)</p> <p><b>Typically, there are minimal connections each year in the existing service area. Projections are based on 1 or 2 EDU's per year.</b></p>			



4. Attach a map showing all sewer extensions constructed within the past calendar year, sewer extensions approved or exempted in the past year in accordance with Act 537 and Chapter 71, but not yet constructed, and all known proposed projects which require public sewers but are in the preliminary planning stages. The map must be accompanied by a list summarizing each extension or project and the population to be served by the extension or project. If a sewer extension approval or proposed project includes schedules describing how the project will be completed over time, the listing should include that information and the effect this build-out-rate will have on populations served. (25 Pa. Code § 94.12(a)(4))

**Check the appropriate boxes:**

- Map showing sewer extensions constructed, approved/exempted but not yet constructed, and proposed projects attached (**Attachment** )
- List summarizing each extension or project attached (**Attachment** )
- Schedules describing how each project will be completed over time and effects attached (**Attachment** )

**Comments:**

**There have been no new sewer extensions in the past year.**

5. Discuss the permittee's program for sewer system monitoring, maintenance, repair and rehabilitation, including routine and special activities, personnel and equipment used, sampling frequency, quality assurance, data analyses, infiltration/inflow monitoring, and, where applicable, maintenance and control of combined sewer regulators during the past year. Attach a separate sheet if necessary. (25 Pa. Code § 94.12(a)(5))

**The Carroll Valley Sewer & Water Authority's sanitary sewer collection system consists of gravity sewers, laterals, and two pumping stations. A comprehensive collection system maintenance program has been developed by the operating personnel at the wastewater treatment facility, including manhole inspections and video inspection of the collection lines.**

**In calendar year 2022, some sanitary sewer jetting, cleaning, and camera inspections were completed. One manhole was grouted and repaired to eliminate infiltration.**

6. Discuss the condition of the sewer system including portions of the system where conveyance capacity is being exceeded or will be exceeded in the next 5 years and portions where rehabilitation or cleaning is needed or is underway to maintain the integrity of the system and prevent or eliminate bypassing, CSOs, SSOs, excessive infiltration and other system problems. Attach a separate sheet if necessary. (25 Pa. Code § 94.12(a)(6))

**Check the appropriate boxes:**

- System experienced capacity-related bypassing, SSOs or surcharging during the report year. On a separate sheet, list the date, location, and reason for each bypass, SSO or surcharge event.
- System did not experience capacity-related bypassing, SSOs or surcharging during the report year.

**Comments:**

**No Sanitary Sewer System overflows occurred in 2022.**

7. Attach a discussion on the condition of sewage pumping (pump) stations. Include a comparison of the maximum pumping rate with present maximum flows and the projected 2-year maximum flows for each station. (25 Pa. Code § 94.12(a)(7))

**Check the appropriate boxes:**

- The collection system does not contain pump stations  
 The collection system does contain pump stations (Number – 2)  
 Discussion of condition of each pump station attached (**Attachment No. 1**)

The Sanders Road Pumping Station was substantially completed in January, 2022 .

8. If the sewage collection system receives industrial wastes (i.e., non-sanitary wastes), attach a report with the information listed below. (25 Pa. Code § 94.12(a)(8))

- a. A copy of any ordinance or regulation governing industrial waste discharges to the sewer system or a copy of amendments adopted since the initial submission of the ordinance or regulation under Chapter 94, if it has not previously been submitted.
- b. A discussion of the permittee's or municipality's program for surveillance and monitoring of industrial waste discharges into the sewer system during the past year.
- c. A discussion of specific problems in the sewer system or at the plant, known or suspected to be caused by industrial waste discharges and a summary of the steps being taken to alleviate or eliminate the problems. The discussion shall include a list of industries known to be discharging wastes which create problems in the plant or in the sewer system and action taken to eliminate the problem or prevent its recurrence. The report may describe pollution prevention techniques in the summary of steps taken to alleviate current problems caused by industrial waste dischargers and in actions taken to eliminate or prevent potential or recurring problems caused by industrial waste dischargers.

**Check the appropriate boxes:**

- Industrial waste report as described in 8 a., b. and c. attached (**Attachment** )  
 Industrial pretreatment report as required in an NPDES permit attached (**Attachment** )

9. Existing or Projected Overload.

**Check the appropriate boxes:**

- This report demonstrates an existing hydraulic overload condition.  
 This report demonstrates a projected hydraulic overload condition.  
 This report demonstrates an existing organic overload condition.  
 This report demonstrates a projected organic overload condition.

If one or more boxes above have been checked, attach a Corrective Action Plan (CAP) to reduce or eliminate present or projected overloaded conditions under §§ 94.21 and/or 94.22 (relating to existing overload and projected overload). (25 Pa. Code § 94.12(a)(9))

- Corrective Action attached

10. Where required by the NPDES permit, attach a Sewage Sludge Management inventory that demonstrates a mass balance of solids coming in and leaving the facility over the previous calendar year.

- Sewage Sludge Management Inventory attached (**Attachment 2**)

11. For facilities with CSOs and where required by the NPDES permit, attach an Annual CSO Report (including satellite combined sewer systems).

Annual CSO Report attached (**Attachment** )

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12. For POTWs, attach a calibration report documenting that flow measuring, indicating and recording equipment has been calibrated annually. (25 Pa. Code § 94.13(b))

Flow calibration report attached (**Attachment 3**)


**RESPONSIBLE OFFICIAL CERTIFICATION**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowledge of violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

<b>David A. Hazlett, Borough Manager</b>	
_____ Name of Responsible Official	_____ Signature
<b>(717) 642-8269</b>	
_____ Telephone No.	_____ Date

**PREPARER CERTIFICATION**

I certify under penalty of law that this document and all attachments were prepared by me or otherwise under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. The information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowledge of violations. See 18 Pa. C.S. § 4904 (relating to unsworn falsification).

<b>William F. Hill, P.E.</b>	
_____ Name of Preparer	 _____ Signature
<b>(717) 334-9137</b>	
_____ Telephone No.	<b>1/20/2023</b> _____ Date

Facility Name:

Permit No.:

Persons/EDU:

Existing Hydraulic Design Capacity:  MGD  
 Upgrade Planned in Next 5 Years?  Year:   
 Future Hydraulic Design Capacity:  MGD

Existing Organic Design Capacity:  lbs BOD5/day  
 Upgrade Planned in Next 5 Years?  Year:   
 Future Organic Design Capacity:  lbs BOD5/day

**Monthly Average Flows for Past Five Years (MGD)**

Month	2018	2019	2020	2021	2022
January	0.153	0.141	0.115	0.103	0.113
February	0.165	0.137	0.118	0.117	0.114
March	0.13	0.124	0.102	0.125	0.087
April	0.105	0.109	0.101	0.104	0.09
May	0.117	0.125	0.118	0.085	0.102
June	0.115	0.088	0.082	0.088	0.136
July	0.152	0.091	0.074	0.079	0.097
August	0.132	0.072	0.071	0.08	0.088
September	0.209	0.073	0.072	0.129	0.093
October	0.105	0.077	0.071	0.1	0.101
November	0.152	0.084	0.074	0.092	0.096
December	0.143	0.098	0.114	0.088	0.14

Annual Avg	0.14	0.102	0.093	0.099	0.105
Max 3-Mo Avg	0.164	0.145	0.112	0.115	0.112
Max : Avg Ratio	1.17	1.42	1.20	1.16	1.07
Existing EDUs	509.0	510.0	510.0	516.0	516.0
Flow/EDU (GPD)	275.0	200.0	182.4	191.9	203.5
Flow/Capita (GPD)	110.0	80.0	72.9	76.7	81.4
Exist. Overload?	NO	YES	NO	NO	NO

**Projected Flows for Next Five Years (MGD)**

	2023	2024	2025	2026	2027
New EDUs	2.0	1.0	2.0	1.0	2.0
New EDU Flow	0.0004	0.0002	0.0004	0.0002	0.0004
Proj. Annual Avg	0.108	0.1082	0.1086	0.1088	0.1092
Proj. Max 3-Mo Avg	0.13	0.13	0.131	0.131	0.132
Proj. Overload?	NO	NO	NO	NO	NO

**Monthly Average BOD5 Loads for Past Five Years (lbs/day)**

Month	2018	2019	2020	2021	2022
January	253	398	190	155	173
February	160	193	270	185	230
March	188	149	286	208	108
April	227	137	175	150	164
May	194	183	101	129	136
June	169	259	109	141	225
July	285	151	106	158	158
August	215	125	117	92	131
September	140	147	84	109	169
October	182	162	119	101	148
November	158	202	115	151	266
December	122	264	179	109	182

Annual Avg	191	198	154	141	174
Max Mo Avg	285	398	286	208	266
Max : Avg Ratio	1.49	2.02	1.85	1.48	1.53
Existing EDUs	509	510	510	516	516
Load/EDU	0.375	0.387	0.302	0.273	0.338
Load/Capita	0.150	0.155	0.121	0.109	0.135
Exist. Overload?	NO	YES	NO	NO	NO

**Projected BOD5 Loads for Next Five Years (lbs/day)**

	2023	2024	2025	2026	2027
New EDUs	2	1	2	1	2
New EDU Load	0.670	0.335	0.670	0.335	0.670
Proj. Annual Avg	172	173	173	174	174
Proj. Max Avg	288	289	290	290	292
Proj. Overload?	NO	NO	NO	NO	NO

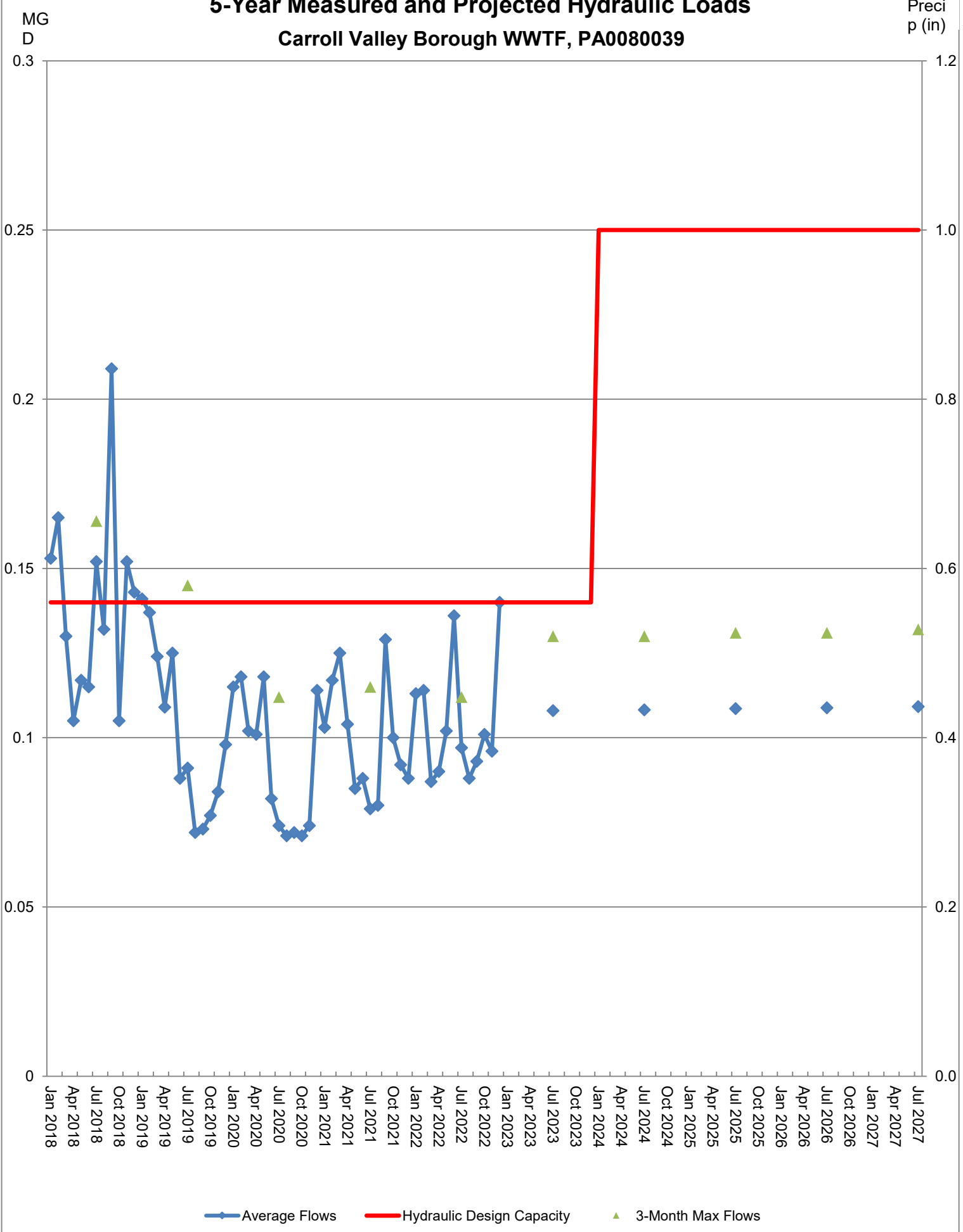
Show Precipitation Data on Hydraulic Graph?

**Total Monthly Precipitation for Past Five Years (Inches)**

Month	2018	2019	2020	2021	2022
January	5.1	3.3	3.09	1.54	2.8
February	3.8	3.9	2.9	3.08	2.85
March	1.0	5.4	3.38	3.22	2.61
April	6.8	4.9	7.12	2.86	4.0
May	4.7	6.3	2.71	4.54	8.71
June	6.5	3.6	3.01	4.03	2.82
July	13.4	6.0	2.5	4.04	4.49
August	7.9	2.1	3.18	4.83	3.27
September	15.2	0.84	2.16	10.55	3.73
October	2.9	5.19	4.34	4.09	3.64
November	8.3	3.84	3.51	1.48	4.25
December	6.4	3.99	4.78	1.18	6.08

# 5-Year Measured and Projected Hydraulic Loads

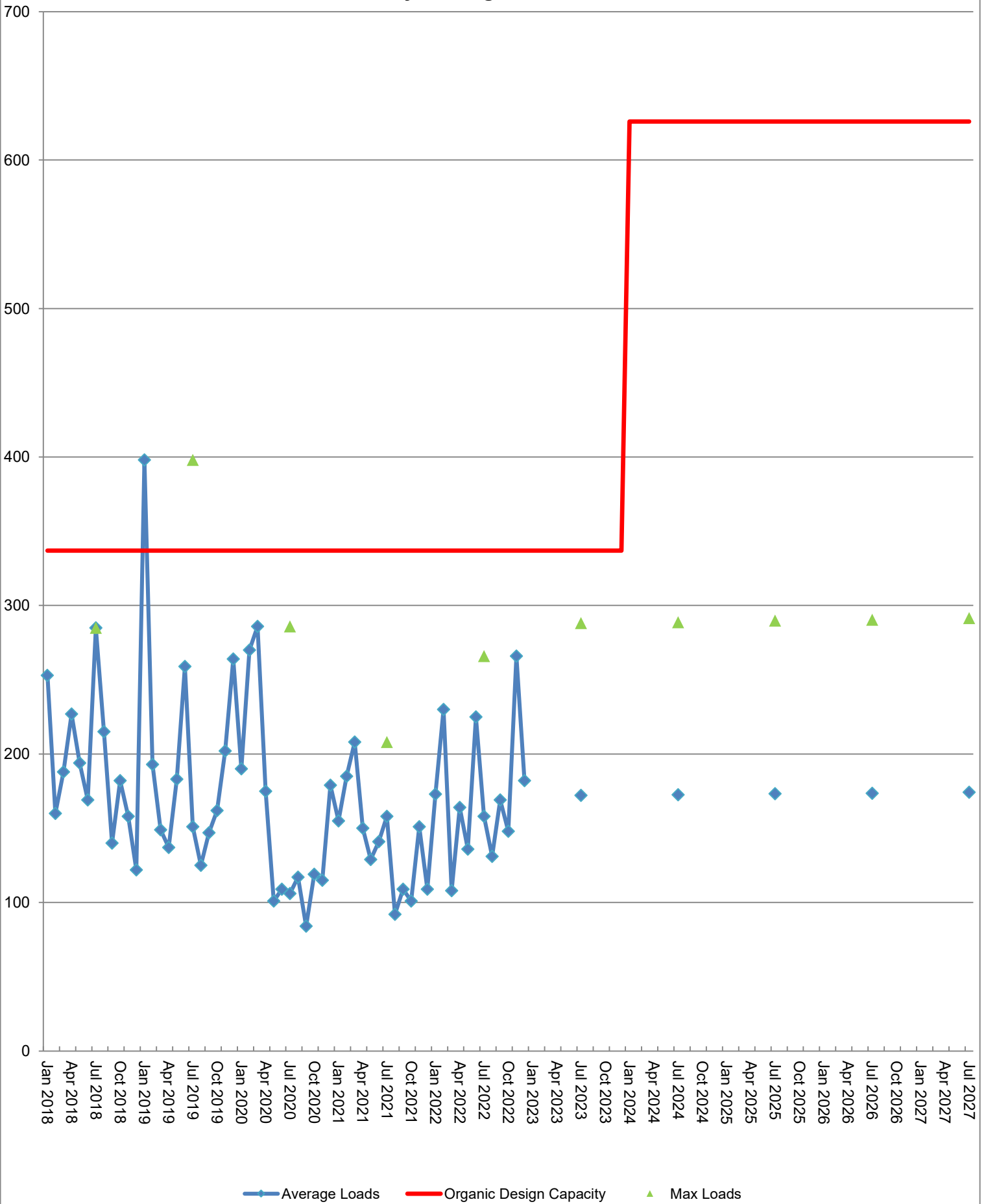
## Carroll Valley Borough WWTF, PA0080039





# 5-Year Measured and Projected Organic Loads

## Carroll Valley Borough WWTF, PA0080039





**ATTACHMENT 2**

**CARROLL VALLEY AUTHORITY PUMPING STA. CHART  
WASTEWATER PUMPING STATIONS (2)**

Pumping Station	*Rated Capacity (MGD)	1/1/2022 - 12/31/2022			Projected Condition 12/31/2024		
		Connected EDU's	2022 Flow Average (MGD)	2022 Flow Peak (MGD)	Connected EDU's	Projected 2024 Flow Average (MGD)	Projected 2024 Flow Peak (MGD)
#1 Sanders Rd. P.S.	0.324	420	0.110	.530	423	0.111	0.45
#2 Liberty P.S.	0.216	61 (approx..)	.005	.035	61 (approx..)	.005	.035

\*P.S. #1 one pump@ 225 GPM (running 24 hours/day)  
Location @ WTTF

\*P.S. #2 one pump@ 150 GPM (running 24 hours/day)  
Location - Liberty Mt. Ski Resort

96 Total EDUs for Liberty Mt. Resort  
61 EDUs for P. S. #2 (Liberty P. S.)  
35 EDUs Gravity Flow from new Lodge & Restaurants

Annual Precipitation for 2022 was 49.25 inches, representing a slightly higher than the normal annual amount.



# Control Systems 21

"Your Process Control Specialists"

## CERTIFICATE of CALIBRATION

Cal Certificate # 72842

**Company Name** Carroll Valley  
WWTP  
5685 Fairfield Rd  
Carroll Valley, PA 17320

**Instrument ID** CV-001

**Description** Influent Flow Meter  
**Manufacturer** Siemens  
**Model Number** HydroRanger 200  
**Serial Number** N/A  
**Location** WWTP  
**Building** Blower Building  
**Department** N/A

**Status** Active  
**Temp °F** 85  
**Cal Proc** 4.8  
**Adjusted To Improve** No  
**Calibration Frequency** Annual  
**Calibrated** 06/15/2022  
**Next Due Date** 06/30/2023

### Calibration Specifications

**Group Name** Flow Meter (120 V Notch)

Test Point	Ref Standard	Tol	UUT As Found	P/F	UUT As Left	P/F	Dev
1	564.8 GPM	+28.2/-28.2	564.8 GPM	P	564.8 GPM	P	0.0

### Calibration Standards Used

Test Instrument ID	Manufacturer	Model Number	Serial Number	Next Cal Date
ISCO	Isco Flow Book	N/A	N/A	
TAPE MEASURE	N/A	N/A	N/A	

Equipment listed on this cert is certified in reference to our current work instructions as part of our quality system.

Where applicable and noted calibrations were performed using standards whose calibration is traceable through NIST or another National Metrology Institute to the International System of Units (SI units).

Control Systems 21 utilizes the comparison method of calibration. Results are reviewed, when applicable, and any results exceeding the agreed upon specifications are indicated by red and/or bold print.

All results with this certification relate only to the item(s) calibrated. This certificate shall not be reproduced except in full and with written consent of Control Systems 21. Unless otherwise noted all calibrations were performed in the field at the customers location.

**Please note:** any number of factors may cause the calibration item to drift out of tolerance before the calibration interval has expired.

### Remarks or Special Requirements:

Calibration Result: Calibration Successful

Calibrated By: Galen Anderson

Finalized By: Galen Anderson 15 June 2022 12:25:28PM



# Control Systems 21

"Your Process Control Specialists"

## CERTIFICATE of CALIBRATION

Cal Certificate # 72843

**Company Name** Carroll Valley  
WWTP  
5685 Fairfield Rd  
Carroll Valley, PA 17320

**Instrument ID** CV-002

**Description** Influent Flow Recorder  
**Manufacturer** Fischer & Porter  
**Model Number** Model 1392  
**Serial Number** 117-304-002 1 PEN 9311-23618  
**Location** WWTP  
**Building** Blower Building  
**Department** N/A

**Status** Active  
**Temp °F** 85  
**Cal Proc** 4.2  
**Adjusted To Improve** No  
**Calibration Frequency** Annual  
**Calibrated** 06/15/2022  
**Next Due Date** 06/30/2023

### Calibration Specifications

Test Point	Ref Standard	Expected	Tol	UUT As Found	P/F	UUT As Left	P/F	Dev
1	4.00 mA	0.0 GPM	+/-8.0	-0.1 GPM	P	-0.1 GPM	P	-0.1
2	12.00 mA	400.0 GPM	+/-8.0	397.4 GPM	P	397.4 GPM	P	-2.6
3	20.00 mA	800.0 GPM	+/-8.0	795.3 GPM	P	795.3 GPM	P	-4.7

### Calibration Standards Used

Test Instrument ID	Manufacturer	Model Number	Serial Number	Next Cal Date
732	Fluke	725	1234567	10/31/2022

Equipment listed on this cert is certified in reference to our current work instructions as part of our quality system.

Where applicable and noted calibrations were performed using standards whose calibration is traceable through NIST or another National Metrology Institute to the International System of Units (SI units).

Control Systems 21 utilizes the comparison method of calibration. Results are reviewed, when applicable, and any results exceeding the agreed upon specifications are indicated by red and/or bold print

All results with this certification relate only to the item(s) calibrated. This certificate shall not be reproduced except in full and with written consent of Control Systems 21. Unless otherwise noted all calibrations were performed in the field at the customers location.

**Please note:** any number of factors may cause the calibration item to drift out of tolerance before the calibration interval has expired.

### Remarks or Special Requirements:

Calibration Result: Calibration Successful

Calibrated By: Galen Anderson

Finalized By: Galen Anderson 15 June 2022 12:27:14PM



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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** COMMITTEE APPLICATIONS  
**DATE:** 2/10/2023  
**CC:** GAYLE MARTHERS

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We have received several applications this month to serve on various committees.

Planning Commission (1 Vacancy) List of applicants in the order received:

- Robin Taylor, 108 Toms Creek Trail
- Chris Taylor, 108 Toms Creek Trail
- Douglas Browning, 2 Delany Trail
- Bret Robinson, 2 North Trail
- Joshua Haynes, 15 Buffalo Trail
- Brion FitzGerald, 13 Lakeview Trail

Public Sewer Advisory Committee (1 Vacancy) List of applicants in the order received:

- David Funk, 313 Country Club Trail
- Jared Brantner, 25 Warren Trail

Parks and Recreation Committee (1 Vacancy) List of applicants in the order received:

- Tambi Drees, 35 Mountain View Trail



Carroll Valley Borough Office  
5685 Fairfield Road  
Carroll Valley, PA 17320  
(717) 642-8269

Date 1/19/20

# Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

## Contact Information

Name Robin Taylor Home Phone 717-965-6534  
Address 108 Toms Creek Trail Work Phone \_\_\_\_\_  
City, State, Zip Fairfield, PA 17320 email rataylor1164@gmail.com

## Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Any Committee                  | <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Vacancy Board                                       |
| <input type="checkbox"/> Finance Committee              | <input type="checkbox"/> Sewer & Water Authority  | <input type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Zoning Hearing Board     |  |
| <input type="checkbox"/> Public Safety Committee        | <input type="checkbox"/> Tree Board               |  |

## Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer Insurance Agent/Jeff Fisher Insurance Agency

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)  
 Afternoon Meetings (12:00 pm to 4:00 pm)  
 Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday  
 Tuesday  Thursday

How many years have you lived in Carroll Valley? 7 Highest Level of Education Attained: HS Diploma

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?

## Why do you want to serve?

To help my neighbors and help better the community

## What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

Organizational skills and working with others

## Reference (Please include one personal reference.)

Amanda Vaughn (717) 816-2810  
Name Address Phone Number



Carroll Valley Borough Office  
5685 Fairfield Road  
Carroll Valley, PA 17320  
(717) 642-8269

Date 1/19/20

# Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

## Contact Information

Name Chris Taylor Home Phone 717-965-6536  
Address 108 Toms Creek Trail Work Phone \_\_\_\_\_  
City, State, Zip Fairfield, PA 17320 email chrisandrobintaylor@comcast.net

## Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Any Committee                  | <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Vacancy Board                                       |
| <input type="checkbox"/> Finance Committee              | <input type="checkbox"/> Sewer & Water Authority  | <input type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Zoning Hearing Board     |  |
| <input type="checkbox"/> Public Safety Committee        | <input type="checkbox"/> Tree Board               |  |

## Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer MTI, Inc

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)  
 Afternoon Meetings (12:00 pm to 4:00 pm)  
 Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday  
 Tuesday  Thursday

How many years have you lived in Carroll Valley? 7 Highest Level of Education Attained: HS diploma

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?

No

Why do you want to serve?

Hope to make life better for those in Carroll Valley.

What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

My enjoyment of working with people and solving problems.

Reference (Please Include one personal reference.)

Jeff Fisher 4502 Philadelphia Ave, Chambersburg (717) 658-4627  
Name Address Phone Number



**Douglas D. Browning**  
**2 Delany Trl**  
**Fairfield, PA 17320**  
**(301)-471-1109**

January 20, 2023

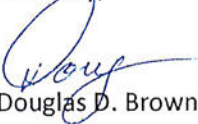
Mr. David Hazlett  
Borough Manager  
5685 Fairfield Road  
Carroll Valley, PA 17320

Dear Dave:

After giving serious thought to the current Committee vacancies at Carroll Valley, I would like to submit my application for consideration for one of the vacancies on the Planning Commission. As you know, I am fully retired and therefore have the time to devote to community service. I would note however, I am committed on the second Tuesday of each month from 1:00 PM to 3:00 PM due to my membership on the Frederick County Employees Retirement Fund Committee. These monthly meetings are held in Frederick, Maryland. Hopefully, this time slot will not interfere with any of the Committee times in Carroll Valley.

I appreciate consideration of my application and if any additional information is required, please do not hesitate to contact me. Thanks!

Sincerely,



Douglas D. Browning

[douglas199@comcast.net](mailto:douglas199@comcast.net)



Carroll Valley Borough Office  
5685 Fairfield Road  
Carroll Valley, PA 17320  
(717) 642-8269

Date 1/19/20

## Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

### Contact Information

Name Doug Browning Home Phone 301-471-1109  
Address 2 Delany Trl Work Phone N/A  
City, State, Zip Fairfield, PA 17320 email douglas199@comcast.net

### Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Any Committee | <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Vacancy Board                                       |
| <input type="checkbox"/> Finance Committee        | <input type="checkbox"/> Sewer & Water Authority  | <input type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input type="checkbox"/> Planning Commission      | <input type="checkbox"/> Zoning Hearing Board     |  |
| <input type="checkbox"/> Public Safety Committee  | <input type="checkbox"/> Tree Board               |  |

### Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer \_\_\_\_\_

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)  
 Afternoon Meetings (12:00 pm to 4:00 pm)  
 Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday  
 Tuesday  Thursday

How many years have you lived in Carroll Valley? 1yr9mos Highest Level of Education Attained: BS

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?

Not for Borough of Carroll Valley

### Why do you want to serve?

I had over 35 years of work experience for local County Government in Maryland. Part of this experience was as the County Manager for Frederick County, MD under a Commissioner form of Government and Chief Administrative Officer when Frederick County converted to Executive/Council form of Government. As such I was responsible for the day to day operations of all local government functions including Planning, Water & Sewer, Finance and Budgeting. Now that I am retired I feel I could lend my past experience to my new community Carroll Valley. I like to keep busy but do not want to continue working either full time or part time so a volunteer position would be perfect to allow me to give back to my new home community.

### What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

While working, I dealt daily with the multitude of issues that arise for a local government. This included planning issues, management of water & sewer operations, capital construction, finance, budgeting and maintaining relationships with the State of Maryland as well as the municipalities located within Frederick County, Maryland. Due to Frederick County's rapid growth, many of the daily issues revolved around planning and zoning, roads & highways and school capacity and the funding for each category. I also participated in the review and rewrites of the County's Comprehensive Plan and the small area plans covering the geographic areas of the County. With my Finance background and as a CPA I was also very involved in the County's finances and budgeting and the attainment of the County's "AAA" bond rating.

### Reference (Please Include one personal reference.)

Shawn Snyder 17 Helen Trl, Fairfield, PA 17320 301-693-5195  
Name Address Phone Number



## David A. Hazlett

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**From:** Bret Robinson <landandforest@gmail.com>  
**Sent:** Friday, January 20, 2023 6:06 PM  
**To:** David A. Hazlett  
**Subject:** Planning Commission application  
**Attachments:** Microsoft Word - Committee Appointments Form.docx.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**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,

Attached you will find my application for consideration to one of the two vacancies on the Planning Commission. Please use this as my cover letter. I don't need to introduce myself to you. The Borough Council on the other hand might not be aware. I previously served on the tree board until covid- 19. Councilman Mike Wright knows me to a slight degree. My agenda is to be clear. I want the residents who live here and moved here to escape a strict regulatory living environment to experience the freedom that brought them here. Pursue your Happiness, as Pennsylvania promises. I do not wish to foster a complaint based system of regulation which we currently have. There must be some restrictions to have the freedom that Carroll Valley once had.

--

Bret Robinson,  
Land + Forest Conservation Company



Carroll Valley Borough Office  
5685 Fairfield Road  
Carroll Valley, PA 17320  
(717) 642-8269

Date 1/20/23

# Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

## Contact Information

Name Bret Robinson Home Phone 717-253-5548  
Address 2 North Trail Work Phone same  
City, State, Zip Fairfield, PA. 17320 email landandforest@gmail.com

## Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Any Committee                  | <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Vacancy Board                                       |
| <input type="checkbox"/> Finance Committee              | <input type="checkbox"/> Sewer & Water Authority  | <input type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Zoning Hearing Board     |  |
| <input type="checkbox"/> Public Safety Committee        | <input type="checkbox"/> Tree Board               |  |

## Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer self

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)  
 Afternoon Meetings (12:00 pm to 4:00 pm)  
 Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday  
 Tuesday  Thursday

How many years have you lived in Carroll Valley? 36 Highest Level of Education Attained: bachelors

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?

I had previously served on the tree board until covid came.

### Why do you want to serve?

To make sure the borough residents are thoroughly represented in the planning process.

### What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

I am well spoken, usually. I maintain objectivity in my assessments. I am encouraged by my fellow residents to promote and encourage a more traditional lifestyle here in the borough which would include current and future code creation, and enforcement. I dont expect to create a lawless wild west regulatory environment however most residents move here to live in a more free regulatory environment and I'd like to help create and maintain that.

### Reference (Please Include one personal reference.)

Seth Snyder 810 Cold Springs Rd (240) 405-6049  
Name Address Phone Number

Joshua A Haynes

(717)830-6066

joshuaalanhaynes@gmail.com

January 20, 2023

Dear Carroll Valley Borough Council and administration,

I feel a calling to apply for a position on the Borough's planning Commission and I look forward to hearing from you soon. I have recently built a home on the backside of Liberty Mountain Resort and plan on staying in this house for the foreseeable future. As such I want to be involved in my community and help people just like me who want to continue to live in the borough. I bring to the table a drive to keep personal freedoms a priority, along with a safe and fun and relaxing place to live here in the Borough.

I have served on the St. John Lutheran Church council for three years from 2019 until 2022. While on the council we went through the pandemic. I was an advocate for the SAFE reopening of in person services for those who had a strong desire to be back into church despite covid restrictions. With this experience, I feel I can be an advocate for residents of the borough to have the personal freedom to make choices for themselves based on their own beliefs/convictions.

Thank you for taking the time to review and consider my application. I believe that I can be a valuable addition to the Borough. Please let me know if you have any questions.

Sincerely,

Joshua A Haynes





**Carroll Valley Borough Office**  
 5685 Fairfield Road  
 Carroll Valley, PA 17320  
 (717) 642-8269

Date 1/20/20

# Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

## Contact Information

Name Joshua A Haynes Home Phone 7178306066  
 Address 15 Buffalo Trl Work Phone 7177653257  
 City, State, Zip Fairfield, Pa 17320 email Joshuaalanhaynes@gmail.com

## Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Any Committee                  | <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Vacancy Board                                       |
| <input type="checkbox"/> Finance Committee              | <input type="checkbox"/> Sewer & Water Authority  | <input type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Zoning Hearing Board     |  |
| <input type="checkbox"/> Public Safety Committee        | <input type="checkbox"/> Tree Board               |  |

## Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer Product Engineer/ TEConnectivity

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)  
 Afternoon Meetings (12:00 pm to 4:00 pm)  
 Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday  
 Tuesday  Thursday

How many years have you lived in Carroll Valley? 5 Highest Level of Education Attained: Associates

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?

**NO**

## Why do you want to serve?

I feel like Carroll Valley is heading the wrong way in terms of regulations/ordinances that are directly affecting peoples freedom to use their own property as they see fit... After all, they own the property.

Most people (at least the ones i have talked to) move carroll valley/fairfield as an escape from the hustle and bustle of the city and/or a rural area where they have property to make their own (i.e beautify, small gardens, build a workshop, and have more land than they had previous to maybe have more outside "toys"

## What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

I feel am pretty level headed and objective. I try to see both sides of an arguement and have a constructive conversation who might not see an issue the way I do.

## Reference (Please Include one personal reference.)

Roy Knepper 13226 Shawnee Circle Waynesboro, Pa 17268 (717) 729-6831  
 Name Address Phone Number

## *Resume for Brion J. FitzGerald*

13 Lakeview Trail  
Fairfield, PA 17320  
(717) 642-6657 (home)  
(340) 201-8139 (cell)  
[fitzrobstjvi@gmail.com](mailto:fitzrobstjvi@gmail.com) (personal e-mail)

### Post Retirement experience:

#### **January 2017 to the present:**

I retired in 2017 in order to spend more time helping others and to spend more time with family (primarily grandchildren) and have been fortunate to do both. I am a National Park Service visitor services volunteer at Gettysburg National Military Park and have made numerous deployments with a group called Lend a Hand which helps to rebuild hurricane damaged homes in economically depressed regions of the CONUS. I have been working with Meals on Wheels in our local community as well as a group called Neighbors Helping Neighbors. In early 2020, I joined Team Rubicon which is a volunteer organization made up of members of the military (active and retired) and civilians who deploy across the US in response to large national disasters (floods, tornado's hurricanes, wildland fires) helping areas to recover; from immediate stabilization, clean-up to rebuilding. I have completed several deployments with TR including a 9 day response to the Eastern Kentucky flooding in August of 2022.

### Employment History:

**Position/Title: Superintendent**  
**Series/Grade: GS-0025-15**  
**Virgin Islands National Park**  
**Virgin Islands Coral Reef National Monument**  
**1300 Cruz Bay Creek**  
**St John, Virgin Islands 00830**

#### **From: February 2013 to January 2017**

Duties: Responsible for providing leadership, ensuring accountability, and applying common sense while developing staff and partnerships (governmental and non-governmental) in two interrelated National Park Service areas. Area of responsibility consisted of marine and terrestrial; natural and cultural resources in a designated UNESCO IMAB Reserve in the US Virgin Islands on the islands of St John and St Thomas.

**Position/Title: Deputy Superintendent & Chief Ranger**  
**Series/Grade: GS-0025-14/6**  
**Gettysburg National Military Park**  
**Eisenhower National Historic Site**  
**1195 Baltimore Pike, Suite 100**  
**Gettysburg, PA 17325**

**From: January 2010 to February 2013**

Duties: As Deputy Superintendent (Supervisory Park Ranger GS-14) for GNMP and EISE had management, programmatic and operational oversight of all park divisions (Maintenance, Natural and Cultural Resource Management, Administration, I&E and Protection) and have served as the primary sounding board for the Superintendent and as acting Superintendent on a routine and recurring basis.

**Position/Title: Chief Ranger/Chief of Operations**  
**Series/Grade: GS-0025-14**  
**Gettysburg National Military Park**  
**Eisenhower National Historic Site**

**From: October 2008 to January 2010**

Duties: As Chief Ranger/Chief of Operations (Supervisory Park Ranger GS-14), held direct management, programmatic and operational responsibility for implementing and evaluating all daily and annual activities for three distinct and fully operational Divisions (Protection, Interpretation & Education and Museum Services). A major increase in responsibility here was related to assuming management direction for the day-to-day operational interface with the Gettysburg Foundation – the primary non-profit partner in protecting the resources and educating the public at both parks.

**Position/Title: Chief Ranger**  
**Series/Grade: GS-0025-13**  
**Gettysburg National Military Park**  
**Eisenhower National Historic Site**

**From: January 1995 to October 2008**

Duties: As Chief Ranger (Supervisory Park Ranger GS-13), held direct management, programmatic and operational responsibility for implementing and evaluating all daily and annual activities for three distinct and fully operational Divisions (Protection, Interpretation & Education and Museum Services).



**Position/Title: Chief Ranger**

**Series/Grade: GS-0025-13 (Nov. 1993 to January 1995)**

**GS-0025-12 (Mar 1988 – Nov 1993)**

**Assateague Island National Seashore**

**Berlin, MD 21811**

Duties: Served as the Chief, Division of Resource Protection and Visitor Management at Assateague Island National Seashore. The seashore included of 40,000 acres of Barrier Island, marsh and coastal water ecosystems which received over 2 million visitors a year. Work complexity was heavily influenced by the fact that three agencies (NPS, USFWS and Maryland DNR) shared responsibility for management of the island and its close proximity to the resort areas of Chincoteague, VA and Ocean City, MD.

Served on the Mid-Atlantic and Northeast Region's All Risk Management Team; first as the Operations Section Chief and later as the Incident Commander.

**Position/Title: Frontcountry/District Ranger; Flamingo District**

**Series/Grade: GS-0025-09/11**

**Everglades National Park**

**Homestead, FL 33030**

**From October 1983 to March 1988**

Duties: Served as the Front country Supervisor in the Flamingo District. Flamingo was the largest (500,000 acres, primarily water) and most heavily visited district in the park. The district included a 110 room motel, 22 rental cottages, full service restaurant, gift shop, lounge, visitor center, two marinas/marina store, gas station employee recreation hall, 300 site campground and a combined NPS and Concession housing area.

From Dec 1986 to Sep 1987 - served as Acting District Ranger. Responsible for all district operations (Frontcountry and Backcountry). Additional responsibilities included supervision and performance management of 4 additional Park Rangers (GS7/9) with primary waterborne responsibilities. This included oversight of permitted backcountry fishing guides, backcountry/remote access campsite & permit systems and training staff and equipping and maintaining a fleet of patrol boats.

**Saguaro National Monument**

**Position/Title: Acting Unit Manager**

**Series/Grade: GS-0025-05**

**Saguaro National Monument**

**Tucson, AZ 85730**

**From: May 1983 to November 1983**

Duties: Served as Acting Unit Manager for the Tucson Mountain Unit. Directly supervised 2 GS-5 Park Technicians, one WG-5 maintenance worker, a fire control aid and a nine person YCC Crew. Duties of employees supervised included operation of a visitor center

and cooperating association sales outlet, providing interpretive programs, short term maintenance projects and protection activities.

**Gulf Island National Seashore**

**Position/Title: Island Ranger**

**Series/Grade; GS-0026-05 STF**

**Ocean Springs. MS 39564**

**From September 1981 to May 1983**

Duties: Served as a Park Technician on a series of barrier islands 12 miles off the coast of Mississippi in the Gulf of Mexico. Remote duty station, living on West Ship Island most of the tour with occasional stints on Horn Island.

**Great Smoky Mountains National Park**

**Position/Title: Park Ranger Backcountry**

**Series/Grade: GS-0025-05**

**Joshua Tree National Monument**

**Position/Title: Park Ranger – Patrol/Climbing**

**Series/Grade: GS-0025-05**

Duties: Various Seasonal Protection Positions: 5/78 through 10/81:

**United States Coast Guard Reserve: October 1990 to March 2016:**

**Retired Rank: Captain (O-6)**

Enlisted in the USCGR in October 1990 and entered as a Boatswains Mate (BM3) as a result of law enforcement and small boat handling experience with the National Park Service. Served at Station Ocean City, Maryland until the spring of 1992 when accepted into the Reserve Officers Candidate School. Graduated July 1992 and upon graduation was commissioned as Ensign in the USCGR.

**USCG Sector Baltimore**

**Baltimore, MD**

**July 2012 to October 2015**

**Captain (O-6)**

Duties: Initially served as Chief, Contingency Planning and Force Readiness and the Deputy to the Senior Reserve Officer (SRO). Finished tour as Senior Reserve Officer at Sector Baltimore. Responsible for leadership, direction, and force readiness for 100+ reserve members at Sector Baltimore and an additional 80+ at five USCG stations in the Baltimore and Washington DC area. Was promoted to Captain (O-6) during this time period.

**USCG Sector New York  
Staten Island New York  
August 2009 to July 2012  
Commander (O-5)**

Duties: Served as one of two Commanders supervising the Reserve Operations Department at SECTOR New York. Supervised planning & execution of missions in support of Maritime Safety, Security and National Defense for nation's third largest port - Port of NY/NJ & the Port of Albany. Support SECNY Operations Department in providing direct oversight and accountability for 2 port security & 2 port safety teams consisting of 6 Junior Officers, 6 Chief Petty Officers and 34 enlisted members.

**USCG Engineering and Logistics Center  
Mobile Support Unit  
Baltimore, MD  
June 2005 to July 2009  
Lieutenant Commander/Commander**

Duties: Officer in Charge of the Mobile Support Unit (MSU); promoted to Commander (O-5) The MSU mission was to serve as a deployable, rapid-response team capable of providing limited logistical/maintenance support, and repair services for up to two WPB squadrons (four 110' Island Class Patrol Boats each). The two existing units (MSU1/MSU2) were air, sea, and land deployable and serve as a logistical support element for Patrol Boat Squadrons deployed both inside and outside the Continental United States (CONUS) while participating in Department of Defense (DOD) or Department of Homeland Security (DHS) contingency operations. During my tour - directed MSU operations in support of Hurricane Katrina Ops, Patrol Forces Southwest Asia (PATFORSWA) support to Operation Iraqi Freedom and Operation Vigilant Sentry.

**US Naval Coastal Warfare Squadron 25  
Yorktown, VA  
July 2000 to June 2005  
Lieutenant/Lieutenant Commander**

Duties: Served as the Assistant Operations Officer (N31) and the Operations Officer (N3) as well as the USCG Senior Reserve Officer to this US Navy Command. During this time period was recalled to active duty under Title 10 orders serving for 12 months including an 8-month deployment to the Persian Gulf. As Lieutenant Commander, served as the Senior Coast Guard Officer with the Squadron and the Senior Watch Officer in the Force Security Operations Center. Last four months of the deployment served as a LNO to the Chief of Naval Operations, Kuwait Naval Forces (KNF). Responsible for developing curriculum and coordinating delivery of waterborne Anti-Terrorism/Force Protection training to the Kuwait Naval Forces, Naja (IB) Squadron.

**USCG Headquarters Command Center  
Washington, DC  
July 1995 to July 2000  
Lieutenant Junior Grade/Lieutenant**

Duties: As Lieutenant Junior Grade and Lieutenant spent five years working at the Headquarters Command Center as a Command Duty Officer. As a CDO - was responsible for tracking, analyzing and briefing critical operational - logistical events to the USCG Commandant, SECDOT and HQ Program Managers & Directors. These briefings related to significant Coast Guard, Dept. of Transportation, and "real world" events. Served as USCG and DOT liaison with White House, DOJ, DOS, DOD & and other federal agencies. As CDO, managed the operation of the National Response Center (NRC). The NRC analyzed pollution, hazardous waste, rail & highway incidents for EPA & DOT; the NRC also coordinated calls on terrorist and chemical/biological hotline for the FBI.

**USCG Group Eastern Shore,  
Chincoteague, VA.  
July 1992 to July 1995  
Ensign**

Duties: As boot Ensign served as OOD – SAR Controller at Group Eastern Shore. Group Eastern Shore had operational control of 4 Stations, 2 cutters and one Aids to Nav. Unit. While at GRU Eastern Shore - attended the USCG Maritime Search and Rescue (SAR) School at Yorktown and became qualified to stand the watch. In addition to standing the watch, utilized NPS experience in the U.S. Magistrates Court to set up a program for USCG prosecution of Boating While Intoxicated cases in front of the Magistrate Judge. Served as the Court Liaison for the Group and assisted members from all Stations in preparing and presenting cases in Federal Court.

**Education:           BS Park Management**

School:           East Carolina University  
Dates:           September 1974 to June 1978

**Graduate level courses in leadership and national security policy completed at the US Naval War College, Newport, RI and National Defense University in Washington, DC.**



Carroll Valley Borough Office  
5685 Fairfield Road  
Carroll Valley, PA 17320  
(717) 642-8269

Date 1/22/20

# Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

## Contact Information

Name David Funk Home Phone (717) 457-0680  
Address 313 Country Club Trail Work Phone \_\_\_\_\_  
City, State, Zip Fairfield, PA 17320 email dmfunk@sbcglobal.net

## Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Any Committee           | <input type="checkbox"/> Civil Service Commission           | <input type="checkbox"/> Vacancy Board                                       |
| <input type="checkbox"/> Finance Committee       | <input checked="" type="checkbox"/> Sewer & Water Authority | <input type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input type="checkbox"/> Planning Commission     | <input type="checkbox"/> Zoning Hearing Board               |  |
| <input type="checkbox"/> Public Safety Committee | <input type="checkbox"/> Tree Board                         |  |

## Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer \_\_\_\_\_

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)
- Afternoon Meetings (12:00 pm to 4:00 pm)
- Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday
- Tuesday  Thursday

How many years have you lived in Carroll Valley? 27 Years Highest Level of Education Attained: AS

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?  
N/A

### Why do you want to serve?

I have the time and background to serve my community.

### What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

Over 20 years experience in a Waste Water Treatment Plant.

### Reference (Please include one personal reference.)

Bill Roby 777 Barlow Drive, Gettysburg, PA 17325 (240) 409-7001  
Name Address Phone Number

Attn. Borough Manager

Hello my name is Jared Brantner and I am interested in serving on your water & sewer committee. I grew up in Thurmont Maryland where my father owned and operated a successful plumbing and heating business. Growing up and working with him I learned many skills that help me further my career in the water and sewer field. I have worked for the City of Frederick operating a 10mgd wwtp also worked for the City of Hagerstown where I operated a 12 mgd water plant from there I went to PA and worked in water and wastewater operating an SBR plant along with surface water treatment and wells. I am now currently the superintendent of water and sewer with the Town of Emmitsburg. I believe my experience would be a great asset to Carroll Valley.

Thanks,





Carroll Valley Borough Office  
5685 Fairfield Road  
Carroll Valley, PA 17320  
(717) 642-8269

Date 1/27/23

# Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

## Contact Information

Name JARED BRANTNER Home Phone \_\_\_\_\_  
Address 25 WARREN TRAIL Work Phone 2408401502  
City, State, Zip FAIRFIELD, PA email JARED.BRANTNER55@GMAIL.COM

## Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Any Committee           | <input type="checkbox"/> Civil Service Commission           | <input type="checkbox"/> Vacancy Board                                       |
| <input type="checkbox"/> Finance Committee       | <input checked="" type="checkbox"/> Sewer & Water Authority | <input type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input type="checkbox"/> Planning Commission     | <input type="checkbox"/> Zoning Hearing Board               |  |
| <input type="checkbox"/> Public Safety Committee | <input type="checkbox"/> Tree Board                         |  |

## Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer EMMITSBURG, WATER & SEWER SUPERINTENDENT

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)  
 Afternoon Meetings (12:00 pm to 4:00 pm)  
 Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday  
 Tuesday  Thursday

How many years have you lived in Carroll Valley? 1 Highest Level of Education Attained: COLLEGE COURSES

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?

WATER & SEWER COMMITTEE

Why do you want to serve?

I THINK ITS BEST IF PEOPLE MAKING DECISIONS ACTUALLY HAVE EXPERIENCE IN THE FIELD

What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

OVER 20 YEARS EXPERIENCE IN PLUMBING, WATER & SEWER PLANT OPERATIONS & MAINTENANCE

Reference (Please Include one personal reference.)

CHRIS KALEO WAYNESBORO (240) 818-5288  
Name Address Phone Number



**TAMBI R. DREES**

35 Mountain View Trail  
Fairfield, PA 17320  
240-409-2932  
tdrees2007@outlook.com

David Hazlett  
Carroll Valley Borough Manager  
5685 Fairfield Road  
Fairfield, PA 17320

Dear Mr. Hazlett;

Please accept the attached application for the open seat on the Carroll Valley Borough Parks and Recreation Committee.

Since I was a child, I always enjoyed nature. At the age of 19, I started my career with the Cumberland (MD) Parks and Recreations Department. From 2000 to 2009, I was a Park Ranger at Greenbrier State Park, MD. During that time I became a Leave No Trace trainer while acquiring a variety of outdoor skills. In 2009, I started working for Frederick County (MD) Parks and Recreation Department and worked at both the Catoctin and Fountain Rock nature centers. I am currently working for both Frederick Parks and Recreation and the Strawberry Hill Nature Center as well as a Crossing Guard in Waynesboro, PA.

Throughout my career I have developed excellent social skills while providing exceptional customer service. My experience ranges from planning special events to taking care of a variety of special reptiles and animals. Other experience ranges from working in the main office to coaching youth sports.

I feel that the experience and skills I have acquired throughout my life would greatly benefit the advisory board and my community.

If you would like further information or an interview is needed, please don't hesitate to call.

Sincerely,



Tambi R. Drees



Carroll Valley Borough Office  
5685 Fairfield Road  
Carroll Valley, PA 17320  
(717) 642-8269

Date January 23, 2023

# Committee Application

Please Note: You may include any additional information as you feel may be necessary to understand your qualifications. Use the back of this form, or attach additional sheets as needed.

## Contact Information

Name Tambi Drees Home Phone 240-409-2932  
Address 35 Mountain View Trail Work Phone 240-409-2932  
City, State, Zip Fairfield, PA 17320 email tdrees2007@outlook.com

## Committee Interest

Check which committee(s) you are interested in joining. If you would rather be appointed to any committee where a vacancy exists, please check the "Any Committee" box.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Any Committee           | <input type="checkbox"/> Civil Service Commission | <input type="checkbox"/> Vacancy Board  |
| <input type="checkbox"/> Finance Committee       | <input type="checkbox"/> Sewer & Water Authority  | <input checked="" type="checkbox"/> Parks & Recreation & Environmental Advisory Council |
| <input type="checkbox"/> Planning Commission     | <input type="checkbox"/> Zoning Hearing Board     |   |
| <input type="checkbox"/> Public Safety Committee | <input type="checkbox"/> Tree Board               |   |

## Background Information

Are you currently employed?  Yes  No  Retired If Yes, Occupation/Employer Strawberry Hill & Waynesboro

Check times you can attend a meeting:

- Morning Meetings (9:00 am to 12:00 pm)  
 Afternoon Meetings (12:00 pm to 4:00 pm)  
 Evening Meetings (7:00 pm to 9:00 pm)

Check which day(s) you can attend a meeting:

- Monday  Wednesday  
 Tuesday  Thursday

How many years have you lived in Carroll Valley? <1 Highest Level of Education Attained: High School

Are you now, or have you ever, served on any Committee, Commission, Authorities or Boards? If so, which ones and when?  
No

## Why do you want to serve?

As a new resident of Carroll Valley I'd like to serve my community by committing my time and talents to strengthening the Parks and Receptions mission.

## What skills, strengths, or abilities do you believe you will add to the committee, commission, authority or board?

Planning and working special events (20 years), Excellent customer service focusing on children and nature, planning and leading special events for children of all ages, excellent communication skills and trained in traffic control (currently employed as Crossing Guard)

## Reference (Please Include one personal reference.)

Carol Laser Frederick, MD 240-422-6605  
Name Address Phone Number

# ADMINISTRATIVE BUSINESS

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BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 31 January 2023

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$34,949.44	\$0.00	\$0.00	\$145.50	\$75,076.23	\$0.00	\$110,171.17	\$0.00
INVESTMENTS	\$1,867,318.18	\$0.00	\$206,125.83	\$0.00	\$0.00	\$683,196.81	\$2,756,640.82	\$0.00
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00
DUE FROM OTHER FUNDS	\$27,731.88	(\$2,723.25)	\$776,884.49	\$0.00	\$999,821.16	\$0.00	\$1,801,714.28	\$0.00
DUE TO OTHER FUNDS	\$1,328,458.70	\$11,953.74	\$353,479.00	\$0.00	\$117,688.45	\$0.00	\$1,811,579.89	\$0.00
LIABILITIES	\$26,605.99	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,605.99	\$0.00
NET BALANCE	\$575,359.81	(\$14,676.99)	\$629,556.32	\$145.50	\$957,208.94	\$683,196.81	\$2,830,790.39	\$0.00
TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$54,497.05	\$0.00	\$81,808.94	\$0.00	\$2,180.15	\$2,264.62	\$140,750.76	\$0.00
ACTUAL EXPENDITURES (-)	\$275,961.63	\$305.58	\$27,394.88	\$0.00	\$45,223.22	\$0.00	\$348,885.31	\$0.00
ENCUMBERED FUNDS (-)							\$0.00	\$0.00
NET TRANSACTION BALANCE	(\$221,464.58)	(\$305.58)	\$54,414.06	\$0.00	(\$43,043.07)	\$2,264.62	(\$208,134.55)	\$0.00
END OF PERIOD								
CHECKING ACCOUNT	\$41,110.16	\$0.00	\$0.00	\$145.50	\$74,588.54	\$0.00	\$115,844.20	\$0.00
INVESTMENTS	\$1,638,549.07	\$0.00	\$207,643.92	\$0.00	\$0.00	\$685,461.43	\$2,531,654.42	\$0.00
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00
DUE FROM OTHER FUNDS	\$74,705.63	(\$3,194.61)	\$834,230.04	\$0.00	\$995,411.97	\$0.00	\$1,901,153.03	\$0.00
DUE TO OTHER FUNDS	\$1,380,923.70	\$11,887.96	\$357,931.73	\$0.00	\$156,387.67	\$0.00	\$1,907,131.06	\$0.00
LIABILITIES	\$16,345.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,345.92	\$0.00
NET BALANCE	\$357,520.24	(\$15,082.57)	\$683,967.23	\$145.50	\$913,612.84	\$685,461.43	\$2,625,624.67	\$0.00

# Check Register with Invoices

Borough of Carroll Valley

07-Feb-23

From: 01-Jan-23 To: 31-Jan-23

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

35023	1/4/2023	17731	AMAZON CAPITAL SERVICES		\$55.58	O
			1423 Breakfast with Santa Supplies		\$55.58	
35024	1/4/2023	14374	AMERICAN UNITED LIFE INS		\$324.73	O
			1423 Life & Disability Premium: January 2023		\$324.73	
35025	1/4/2023	14211	AT&T MOBILITY		\$1,040.18	O
			12262022 Phone Upgrade/Wireless Svc: 11/19/22-12/18/22		\$997.11	
			12262022-1 Wireless Svc: 11/19/22-12/18/22		\$43.07	
35026	1/4/2023	58	BOROUGH OF FAIRFIELD		\$238.25	O
			2022-0418 2022 FREMA Expense		\$238.25	
35027	1/4/2023	14660	CIVIC PLUS		\$2,625.00	O
			245480 2023 Annual Renewal Fee		\$2,625.00	
35028	1/4/2023	83	COMMONWEALTH OF PENNSYLVANIA		\$1,000.00	O
			1423 NPDES Permit		\$1,000.00	
35029	1/4/2023	17768	COWBELL CYBER		\$3,473.00	O
			INV-G0QV58MYR Cyber Insurance		\$3,473.00	
35030	1/4/2023	110	EXCALIBUR TOWING		\$650.00	O
			14059 PL: Impound Inv # 14059		\$650.00	
35031	1/4/2023	14559	GENERAL CODE		\$1,195.00	O
			GC00119054 Recodiciation: Annual Maintenance		\$1,195.00	
35032	1/4/2023	356	GETTYSBURG TIMES		\$174.00	O
			43397 Legal Ad: Ordinance 2-2023		\$174.00	
35033	1/4/2023	1210	KEYSTONE MUNICIPAL INSURANCE		\$5,892.75	O
			396-1 1 of 4 KMIT WC 2023		\$250.00	
			396 1 of 4 KMIT WC 2023		\$5,642.75	
35034	1/4/2023	825	KPI TECHNOLOGY		\$1,998.41	O
			9410 SEO Services		\$1,998.41	
35035	1/4/2023	137	MET-ED		\$78.05	O
			628-123 Jacks Mtn & Skylark Trl: Street Lighting		\$78.05	

# Check Register with Invoices

Borough of Carroll Valley

07-Feb-23

From: 01-Jan-23 To: 31-Jan-23

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
35036	1/4/2023	975	PA MUNICIPAL HEALTH INSURANCE		\$32,138.67	O
			1423 January 2023: Major Medical, Dental, Vision		\$32,138.67	
35037	1/4/2023	242	PA STATE ASSOC. OF BOROUGHS		\$1,268.00	O
			1423-2 2023 Borough Membership Dues		\$548.00	
			73936 R.H.: Understanding the Sunshine Act		\$45.00	
			1423-5 2023 Borough News Subscription		\$80.00	
			1423-4 Extended Listing in Membership Directory		\$40.00	
			1423-3 2023 Borough Councils Assoc. Dues		\$30.00	
			1423-1 2023 PSAB PLUS Training Subscription		\$450.00	
			1423 CDL Renewal: 1/1/23-12/31/23		\$75.00	
35038	1/4/2023	1163	PA STATE MAYORS ASSOCIATION		\$70.00	O
			1423 2023 Dues		\$70.00	
35039	1/4/2023	17737	PECKS SEPTIC SERVICE, LLC		\$1,265.00	O
			31608 STP: Sludge Removal/Disposal		\$1,265.00	
35040	1/4/2023	14190	SAMS CLUB		\$155.00	O
			1423 Renewal for 2023 Membership		\$155.00	
35041	1/4/2023	14548	Stacy L. Krietz		\$316.00	O
			1423 Office Cleaning: 12/18/22-12/31/22		\$316.00	
35042	1/4/2023	17719	TOSHIBA AMERICA BUSINESS SOLUT		\$80.30	O
			5704561 Extra Copies		\$80.30	
35043	1/4/2023	17765	TREYSTA TECHNOLOGY MANAGEMEN		\$702.70	O
			69952 January 2023: IT Support		\$702.70	
35044	1/4/2023	14622	WILLIAMS SCOTSMAN, INC.		\$665.63	O
			9016327394 STP: January 2023 Office Trailer		\$665.63	
35045	1/17/2023	17718	AC&T CO, INC.		\$736.45	O
			2891473 MS: Propane		\$736.45	
35046	1/17/2023	22	ADAMS ELECTRIC COOPERATIVE, IN		\$3,426.80	O
			4704-123 STP: Sanders Rd. Pump Station: Svc 12/1/22-1/1/23		\$1,980.25	
			4700-123 Boro Office: Svc 12/1/22-1/1/23		\$1,304.43	
			3000-123 STP: Country Club Trl: Pump Station: Svc 12/1/22-1		\$142.12	
35047	1/17/2023	14374	AMERICAN UNITED LIFE INS		\$320.75	O

# Check Register with Invoices

Borough of Carroll Valley

07-Feb-23

From: 01-Jan-23 To: 31-Jan-23

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			11723 Long Term Disability: January 2023		\$320.75	
35048	1/17/2023	14588	Apple Ridge Family Medicine		\$135.00	O
			11723 Pre Employment Examination for Seth Red		\$135.00	
35049	1/17/2023	17769	BRUCE & CHERI HOLLINGER		\$46.98	O
			11123 Refund 2022 Borough Taxes		\$46.98	
35050	1/17/2023	1004	CBY Systems, Inc		\$29.50	O
			75483 Background Check: Reed & Chappell		\$29.50	
35051	1/17/2023	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			3726 Retainer for the month of December 2022		\$3,000.00	
35052	1/17/2023	1204	KILMER INSURANCE AGENCY		\$30,387.50	O
			1416 2023-2024 Umbrella		\$4,545.00	
			1417 2023-2024 Commercial Auto 1 of 2		\$8,477.50	
			1419 2023-2024 Professional Liability 1 of 2		\$4,198.50	
			1475 2023-2024 NASIP Pollution Policy		\$2,645.00	
			1421 2023-2024 Commerical Package		\$10,521.50	
35053	1/17/2023	825	KPI TECHNOLOGY		\$1,840.28	O
			9420 SEO Services		\$455.26	
			9420-1 Lake May Enginerring Services		\$1,385.02	
35054	1/17/2023	196	LABORATORY, ANALYTICAL & BIOLO		\$278.00	O
			109412 STP: Testing December 2022		\$278.00	
35055	1/17/2023	975	PA MUNICIPAL HEALTH INSURANCE		\$32,138.67	O
			11723 February 2023: Major Medical, Dental, Vision		\$32,138.67	
35056	1/17/2023	241	PA MUNICIPAL RETIREMENT SYSTEM		\$13,570.48	O
			11723 4th Qtr 2022: Pension Contribution		\$8,284.93	
			11723-1 4th Qtr 2022: Police Pension Contribution		\$5,265.55	
			11723-2 Enrollment Fee: ██████████		\$20.00	
35057	1/17/2023	242	PA STATE ASSOC. OF BOROUGHES		\$100.00	O
			31928 R.H.: Cyber Security Issues & Data Breach		\$100.00	
35058	1/17/2023	874	PENNSYLVANIA ONE CALL SYSTEM,		\$3.88	O
			980660 December 2022: Activity Fee		\$3.88	
35059	1/17/2023	14145	SALZMANN HUGHES, P.C.		\$1,582.10	O



# Check Register with Invoices

Borough of Carroll Valley

07-Feb-23

From: 01-Jan-23 To: 31-Jan-23

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			21764 Representation as Borough Solicitor		\$1,497.40	
			21765 Municipal Claims		\$84.70	
35060	1/17/2023	17761	SecureWatch 24		\$25,565.00	O
			201752 License Plate Reader		\$25,565.00	
35061	1/17/2023	310	SHEALERS SEPTIC SERVICE		\$4,150.00	O
			11123 HT: December 2022		\$4,150.00	
35062	1/17/2023	14548	Stacy L. Krietz		\$316.00	O
			11723 Office Cleaning: 1/1/23-1/14/23		\$316.00	
35063	1/17/2023	14493	THE YORK WATER COMPANY		\$77.28	O
			11123 Water: Svc 11/21/22-12/22/22		\$77.28	
35064	1/17/2023	17713	TOSHIBA FINANCIAL SERVICES		\$351.83	O
			491267399 January 2023 Copier Lease		\$351.83	
35065	1/17/2023	14207	WEST PENN POWER		\$3,140.94	O
			594-123 Ranch Trl: Svc 11/30/22-12/29/22		\$158.53	
			218-123 Street Lights		\$2,393.36	
			294-123 14 Ranch Trl: Barn: Svc 11/30/22-12/29/22		\$92.33	
			872-123 14 Ranch Trl: Svc 11/30/22-12/29/22		\$487.77	
			822-123 Green Trl: Svc 11/30/22-12/29/22		\$8.95	
35066	1/17/2023	1042	YORK/ADAMS TAX BUREAU		\$7,087.77	O
			11723 4th Qtr 2022: Local Tax Withheld		\$7,087.77	
35067	1/31/2023	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,211.32	O
			8400-123 Jacks Mtn Bridge: Svc 12/1/22-1/1/23		\$45.35	
			4800-123 MS Bldg: Svc 12/1/22-1/1/23		\$138.07	
			1500-123 Street Lights		\$1,685.33	
			4200-123 Ski Run Trl: Svc 12/1/22-1/1/23		\$41.00	
			1701-123 Pavilion: Svc 12/1/22-1/1/23		\$260.57	
			4500-123 Trout Run Trl: Svc 12/1/22-1/1/23		\$41.00	
35068	1/31/2023	14374	AMERICAN UNITED LIFE INS		\$914.24	O
			13023 Life & Disability Premium: February 2023		\$914.24	
35069	1/31/2023	14417	AQUA PHOENIX		\$277.08	O
			C123006882 Secondary LR Calibrations Standards		\$277.08	

# Check Register with Invoices

Borough of Carroll Valley

07-Feb-23

From: 01-Jan-23 To: 31-Jan-23

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
35070	1/31/2023	14211	AT&T MOBILITY		\$833.49	O
			1262023 Wireless Svc: 12/19/22-1/18/23		\$91.31	
			1262023-1 GeoTabs: 11/19/22-1/18/23		\$742.18	
35071	1/31/2023	17758	Deere & Company		\$18,463.22	O
			117433946 John Deere Gator UTV Model #XUVV590M w/ Power Stee		\$18,463.22	
35072	1/31/2023	969	EXETER SUPPLY COMPANY, INC.		\$300.00	O
			318383 Manhole Permiplastic Ring Protectors		\$300.00	
35073	1/31/2023	852	FAIRFIELD MUNICIPAL AUTHORITY		\$25.00	O
			13023 4th Qtr 2022: Hydrant Fee		\$25.00	
35074	1/31/2023	17735	KELLER ENGINEERS, INC.		\$115.50	O
			04529-0001-11 Phase 2: WWTP Expansion		\$115.50	
35075	1/31/2023	137	MET-ED		\$86.28	O
			628-123-1 Jacks Mtn & Skylark Trl.: Street Lighting		\$86.28	
35076	1/31/2023	17772	MGL Printing Solutions		\$244.00	O
			195035 Accounts Payable Checks		\$244.00	
35077	1/31/2023	244	PA UC FUND		\$277.03	O
			13123 2022 4th Qtr UC Pmt		\$277.03	
35078	1/31/2023	17737	PECKS SEPTIC SERVICE, LLC		\$1,897.50	O
			31752 STP: Sludge Removal/Disposal		\$632.50	
			31751 STP: Sludge Removal/Disposal		\$1,265.00	
35079	1/31/2023	270	PSAB U/C PLAN		\$311.42	O
			13123 4th Qtr 2022 Payment		\$311.42	
35080	1/31/2023	17773	Public Safety Assessments, LLC		\$250.00	O
			22-379 Pre-Service Psychological Testing: Seth Reed		\$250.00	
35081	1/31/2023	17771	River Barry		\$250.00	O
			52 Daddy Daughter Dance: Bubble Show Downpayment		\$250.00	
35082	1/31/2023	14548	Stacy L. Krietz		\$316.00	O
			13023 Office Cleaning: 1/15/23-1/28/23		\$316.00	
35083	1/31/2023	17729	T-MOBILE		\$283.62	O

# Check Register with Invoices

Borough of Carroll Valley

07-Feb-23

From: 01-Jan-23 To: 31-Jan-23

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			13123 Wireless Svc: 12/22/22-1/21/23		\$138.98	
			13123-1 PL: Connection Card Data Plan: Svc 12/22/22-1/21/2		\$144.64	
35084	1/31/2023	17765	TREYSTA TECHNOLOGY MANAGEMEN		\$1,942.70	O
			70436 IT Support		\$1,250.00	
			70317 February 2023: IT Support		\$692.70	
35085	1/31/2023	645	USA BLUE BOOK		\$393.21	O
			236280 Chart Pens		\$393.21	
<b>Bank Total:</b>					<b>\$213,083.07</b>	

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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL  
**FROM:** BRAD SANDERS, MUNICIPAL SERVICES  
**SUBJECT:** SECURITY CAMERAS: 14 RANCH TRAIL  
**DATE:** 2/7/2023  
**CC:** DAVE HAZELETT, GAYLE MARTHERS,  
CHIEF WIEKERT, MAYOR HARRIS

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Everyone,

Attached is a quote presented to the Borough of Carroll Valley by Mid Atlantic Security. This quote is for a security camera system to monitor the exterior of the Municipal Services facility at 14 Ranch Trail. This system will be capable of monitoring and recording 24-hour surveillance of the police impound yard, fueling station and building access points.

This system was included in the approved 2023 budget as a Capital Expenditure. Budgeted amount was \$6580.00, this quote was updated January 6, 2023, in the amount of \$5940.



19741 Leitersburg Pike Hagerstown, MD 21742

Mike Whittington 301-491-8318

[mikew@atlanticsecurity.net](mailto:mikew@atlanticsecurity.net)

Quote for: Carroll Valley Borough

## Camera System Summary

### **1-8 channel NVR**

- Up to 12 MP recording
- 6 TB storage

### **1-8 port POE switch**

### **1-LCD monitor**

### **5-Exterior 8 MP IP bullet cameras for exterior of building**

- 2-Front of building
- 1-Impound yard
- 1-Back area
- 1-For right side facing back garage

**Labor to install equipment**

**500' Cat 5E cable**

**Shop supplies**

## Summary (install new professional grade high definition IP system)

**Total Parts & Labor Price**

**\$5,940**

# UNFINISHED BUSINESS

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Funding Solutions

Update to Council

February 9, 2023

# Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

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

*Carroll Valley Path System – Phase I*

Awarded: \$25,000

The County approved the requested extensions - the initial request extended the grant to June 30, 2022. The subsequent request extended the grant to Dec. 31, 2022. *If this Project is going to move forward, the Borough should provide a definitive time frame GMS can use to request an additional extension t.*

**Next Steps:** GMS will coordinate with the Borough to submit an additional extension request. The Borough should forward project invoices and cancelled check payments to GMS for reimbursement submissions.

The Borough should decide if this is still a priority project, if so, there is an opportunity for a C2P2 grant application and/or a GTRP grant application in future rounds. *If it is not a priority, and the Borough does not want to move forward at this time, funds will have to be repaid to the Adams County Parks, Recreation, and Green Space grant program.*

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

*Wastewater Treatment Plant Upgrades*

Awarded: \$700,000

The H2O grant expires on June 30, 2023. This Project should not be bid until the PENNVEST funding awards are announced. As a note, the PENNVEST funds can be used as match for the H2O's 50% match requirement. GMS has drafted a grant extension request for the Borough to review.

**Next Steps:** The Borough should review and, if there are no questions, sign the extension request. GMS will submit to the reviewer once received. The Borough should continue to forward all engineering invoices and evidence of payments to GMS. *The Project should not be bid until PENNVEST funding is finalized.*

## **PENNVEST**

### *Wastewater Treatment Plant Upgrades*

Potential Request: \$5,127,264

The initial pre-application meeting with PENNVEST was held on Aug. 3, 2022. During the meeting, it was discussed that the Project would only be eligible for loan funding. The funding application was submitted on Jan. 31, 2023. The application will be reviewed at the PENNVEST meeting in April 2023. If the project needs to begin before April 2023, GMS can inquire if a letter of no prejudice (LONP) will be approved by PENNVEST. PENNVEST has completed an initial application review, and the Borough confirmed the cost estimate should be changed to include higher contingency and legal fees. GMS will revise the numbers once provided. All other information has been provided to PENNVEST.

**Next Steps: GMS to update the cost estimate in the PENNVEST portal. Application to be reviewed by PENNVEST at the April 2023 board meeting.**

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

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

GMS will coordinate with the Borough for the next SLFRF report, which is due on April 30, 2023. The Borough should confirm that the second tranche of funds will go into the general revenue category.

**Next steps: GMS to work with the Borough to submit the next SLFRF report due in April 2023.**

## **ADAMS RESPONSE AND RECOVERY FUND (ARRF)**

Grant request: \$500,000

An application for the Wastewater Treatment Plant Upgrades project was submitted on Nov. 21, 2022. If awarded funds, it would decrease the amount of loan funding requested from PENNVEST. The County has not announced awards as of the date of this memo.

**Next Steps: If the Borough receives notification from the County, please forward to GMS so we can address any questions.**

## **PROJECTS TO MONITOR**

- **Broadband Initiative**
- **Electronic Vehicle Charging Stations Initiative**
- **Intersection of Routes 16 and 116 Traffic Light**
- **Carroll Valley Borough Trail**
  - *The Borough should decide if this is still a priority initiative. If so, there is potential for a C2P2 application and/or a GTRP.*

BOROUGH OF CARROLL VALLEY  
ADAMS COUNTY, PENNSYLVANIA  
RESOLUTION #3-2023

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA, EXPRESSING ITS SUPPORT FOR THE CARROLL VALLEY WWTP UPGRADE PROJECT, AND AUTHORIZING THE PREPARATION AND SUBMISSION OF AN ASSOCIATED GRANT FUNDING REQUEST FROM THE PENNSYLVANIA INFRASTRUCTURE INVESTMENT AUTHORITY, AS THE APPLICANT.**

**WITNESSETH**

**WHEREAS**, the Borough of Carroll Valley, Adams County, Pennsylvania (the "Borough") desires to advance the Carroll Valley WWTP Upgrade Project (the "Project") which has a total estimated cost of Six Million One Hundred Fifty-Two Thousand Three Hundred Ninety-Eight Dollars (\$6,152,398.00); and

**WHEREAS**, the Borough has determined that implementing the Project will benefit the greater community, and wishes to advance this Project; and;

**WHEREAS**, the Borough has obtained an H2O PA grant of Seven Hundred Thousand Dollars (\$700,000.00) to be used toward the Project; and

**WHEREAS**, The Borough is seeking Five Million Four Hundred Fifty-Two Thousand Three Hundred Ninety-Eight Dollars (\$5,452,398.00) from the Pennsylvania Infrastructure Investment Authority (hereinafter, "PENNVEST") for the purpose of carrying out this Project; and

**WHEREAS**, the PENNVEST program requires a resolution formally requesting the PENNVEST funding, defining the project, designating officials to execute all documents, and identifying the grant amount requested.

**NOW THEREFORE BE IT RESOLVED**, by the Council of the Borough of Carroll Valley, as follows:

1. The above recitals are incorporated herein by reference.
2. The Borough hereby supports the Project and authorizes the preparation and submission of a PENNVEST application for the Project, whereby the Borough will serve as the Grantee.
3. The Borough hereby requests a PENNVEST application in the amount of Five Million Four Hundred Fifty-Two Thousand Three Hundred Ninety-Eight Dollars (\$5,452,398.00) from the PENNVEST program to be used towards advancing the Project.
4. The Borough hereby designates the Borough Council President and Borough Manager as officials authorized to execute all documents and agreements between the Borough, PENNVEST, and any other financial contributors to facilitate and assist in obtaining the requested funding.

5. The provisions of this resolution shall be severable, and if any of its provisions shall be held unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect the validity of any of the remaining provisions of this resolution.
6. This resolution shall be effective immediately upon adoption.
7. All other resolutions or parts of resolutions inconsistent herewith are hereby repealed.

**DULY RESOLVED** by the Borough Council of the Borough of Carroll Valley this 14<sup>th</sup> day of February 2023.

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

\_\_\_\_\_  
Richard H. Mathews, Council President

\_\_\_\_\_  
Gayle Marthers, Borough Secretary

\_\_\_\_\_  
David A. Hazlett, Borough Manager

**CERTIFICATION**

I, \_\_\_\_\_, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Council for the Borough of Carroll Valley at a meeting held February 14, 2023.

\_\_\_\_\_  
Gayle Marthers, Borough Secretary

# NEW BUSINESS

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FOR YOUR INFORMATION

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**Municipal Services Report  
January  
2023**

**Road Work: 173 Man-Hours**

- Road work performed included:
  - Removed fallen trees from roadways- Ringneck, Toms Creek, Field, Country Club, High, and Kern Trails.
  - Hauled Antiskid and mixed with salt.
  - Cleaned "Welcome to Carroll Valley" road signs.
  - Cleaned leaves from storm grates and side ditches- Skylark, Woodland, and Echo Trails.
  - Installed Delineators on Oak Ridge Trail.
  - Repaired "No Parking" sign on East Wind Trail.
  - Removed damaged guiderail and replaced on Cardinal Trail.
  - Assisted STP operator with installation of thermoplastic on roadways around manholes on Sanders Rd.
  - Snow plowing on 1-25-2023.

**Equipment Maintenance and Repair: 386 Man-Hours**

- Municipal Services/Parks/Zoning/STP Departments: 370 Man-Hours
  - Picked up MS7 (1999 Tandem axle D/T) from repair shop.
  - Repaired Hydraulic valve on MS7 (1999 Tandem axle D/T).
  - Installed 2-way radio speaker and repaired antenna wire in MS12 (2021 Mack D/T).
  - Installed new fuel filters in MS7 (1999 Tandem axle D/T).
  - Removed and repaired swivel connection for suction tube on MS5 (2007 Sweeper truck).
  - Cleaned MS vehicles.
  - Repaired oil leak on the signpost pounder.
  - Scanned MS11 (2016 F-550) turbo fault, transported to repair shop for turbo replacement.
  - Removed snowplow and tire chains on MS6 (2012 International D/T) to transport to and from repair shop. Installed plow and tire chains, replaced auger bearing and installed a new beacon light.
- Police Department: 16 Man-Hours
  - PM maintenance PL22 (2017 Marked Charger).
  - Charged battery on PL25 (2010 Expedition).
  - Cleaned and disinfected PL24 (2014 Marked Charger).
  - MS employee fingerprinted at Adams County jail to meet FBI requirement.

Vehicle and Equipment mileage log and Fuel usage summary for January 2023 attached.

### **Parks and Property Maintenance: 268 Man-Hours**

- Borough Office Building
  - Assisted HVAC technician with correcting issues.
  - Assisted Treysta in diagnosing power issue in Server room.
  - Painted offices, meeting rooms and hallways.
  
- Carroll Commons Park
  - Routine maintenance included trash removal.
  - Fallen tree limbs removed.
  - Cleaned pavilion before and after rentals.
  - Lowered Dam level in Creek.
  - Added material to walking path and filled low areas.
  - Met with vendor for gas logs in the Cortner Pavilion.
  
- Lake Kay Mini Park
  - Routine Maintenance consisted of trash collection and removal.
  
- Ranch Trail Park
  - Routine Maintenance consisted of trash collection and removal.
  - Removed fallen evergreen tree and chipped.
  
- Municipal services facility
  - Cleaned office and breakroom areas.
  - Mopped office and breakroom area floors.
  - Converted MS facility to LED lighting.
  - Repaired (1) overhead door hinge.
  - Repaired ceiling panel in wash bay.

### **Miscellaneous, Admin and Training: 37 Man-Hours**

- Staff Meetings
- Performed Driveway permit inspections.
- Built decorations for Daddy Daughter dance.

### **Sewer Treatment Plant: 9 Man-Hours**

- Hauled in aggregate to regrade around clarifier tanks.
- Performed daily operations of treatment facility.

### **Paid Time Off: 203 Man-Hours**

- 107 hours – Sick, Comp and Vacation leave.
- 96 hours – Holiday.

Respectfully Submitted,

*Brad A. Sanders*

Brad A. Sanders

MS Supervisor

# Carroll Valley

## Activity Summary Report By Account For Product

Date Range From: 1/1/2023 12:00:00 AM To: 1/31/2023 11:59:59 PM

		Number of Transactions		Qty	Amount
<b>Account: 001</b>		Highway dept			
Product 02	Diesel	13	Avg Price: \$1.000	284.100	\$284.10
<b>Account Totals:</b>		<u>13</u>	Avg Price: \$1.000	<u>284.100</u>	<u>\$284.10</u>
<b>Account: 002</b>		Police Dept			
Product 01	Unleaded	29	Avg Price: \$1.000	269.600	\$269.60
<b>Account Totals:</b>		<u>29</u>	Avg Price: \$1.000	<u>269.600</u>	<u>\$269.60</u>
<b>Account: 003</b>		Codes			
Product 01	Unleaded	1	Avg Price: \$1.000	11.100	\$11.10
<b>Account Totals:</b>		<u>1</u>	Avg Price: \$1.000	<u>11.100</u>	<u>\$11.10</u>
<b>Account: 005</b>		Sewer			
Product 01	Unleaded	1	Avg Price: \$1.000	23.800	\$23.80
<b>Account Totals:</b>		<u>1</u>	Avg Price: \$1.000	<u>23.800</u>	<u>\$23.80</u>

Hours/Mileage January 2023

Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours
MS3	2010 Ford F550 D/T	49278	49622	344
MS4	2001 Chevy B/T	82380	82428	48
MS5	2007 Freightliner Sweeper Truck	15841	15844	13
MS6	2012 INT 7400 D/T	13114	13208	94
MS7	1999 Int 5000 D/T	119893	120155	262
MS8	2015 Mack Granite	13436	13485	49
MS10	2012 Ford F550 D/T	76144	76452	308
MS 11	2016 Ford F550 D/t	37057	37393	336
MS12	2021 Mack Granite	1776	1826	50
Total Mileage				1504
EQMS2	2006 Bobcat Skid loader	855	856.6	1.6
EQMS3	2021 Volvo loader	99	110	11
EQMS4	580 John Deere 570B Grader	769	770	1
EQMS5	6310 John Deere Boom Mower	1492	1492	0
EQMS6	Bandit Brush Chipper	349.5	349.5	0
EQMS10	2019 JCB Backhoe	1182.6	1198.4	15.8
EQPK1	2015 Scag Mower	1195	1195	0
EQPK3	301A John Deere tractor	Hour meter inoperable		
	John Deere Gator	6.5	11	4.5
EQPK 6	2018 Simplicity mower	382	382	0
Total Equipment hours				33.9



# BOROUGH OF CARROLL VALLEY WWTP MONTHLY REPORT

Month: Jan 2023

Total Monthly Flow- 4.247 MGD

Average Monthly Flow- .137 MGD

Sludge Hauled- 44,000 Gal

Chlorine Usage- 50 Gal

Total Precipitation 2.92"

## Work Conducted and Comments

Envirep conducted annual services to Sanders Pumping Station

Manhole on Sanders Rd was repaired with thermoplastic to prevent snowplow from catching the riser ring.

Chapter 94 report was completed.

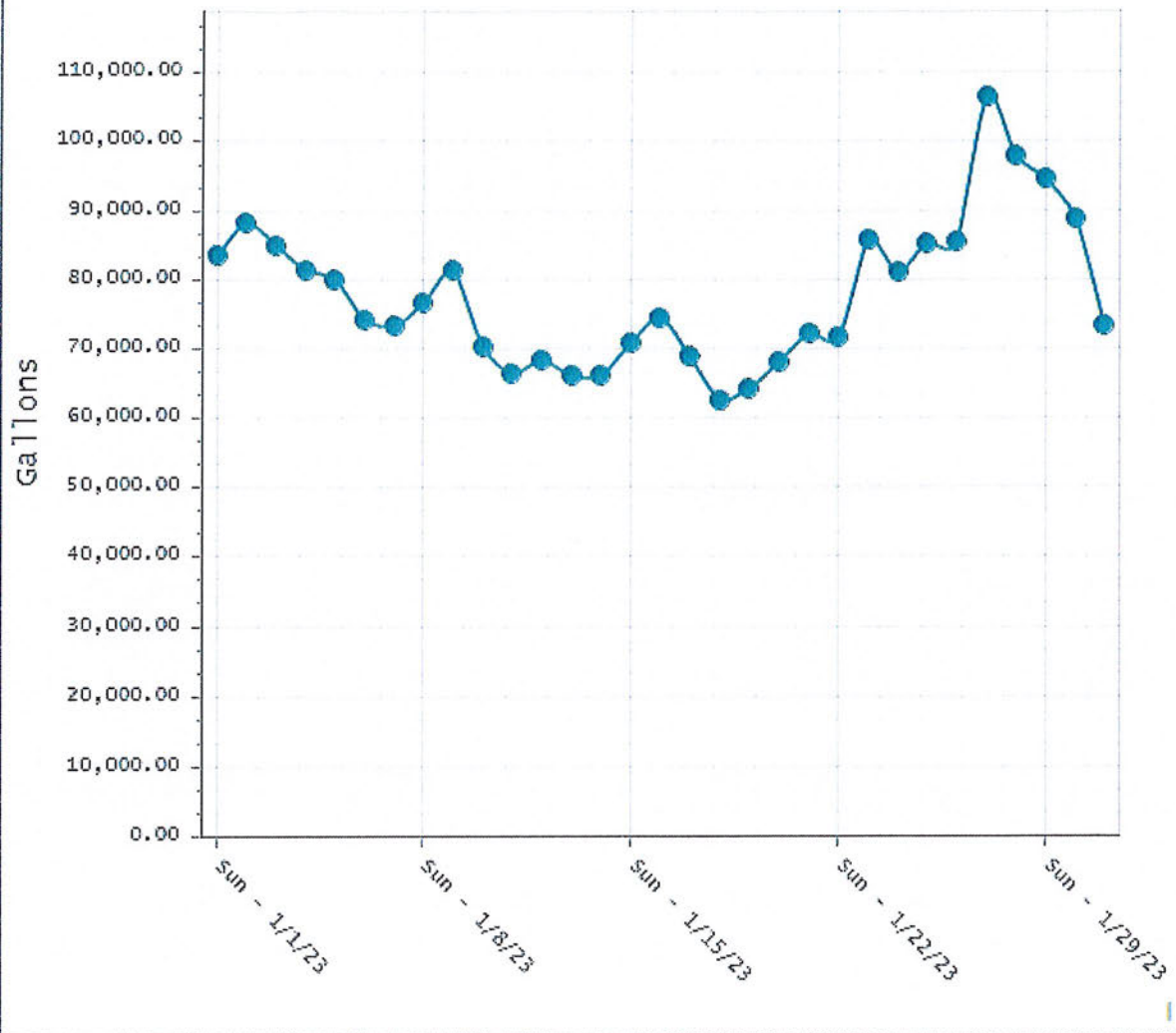
Flows are still up due to ski season. With the constant fluctuation of temperatures keeping the DO level steady in the aeration basins has been challenging but manageable. Air valve settings must be constantly adjusted.

WWTP office was thoroughly cleaned.

Gas meter was recalibrated.

# Station Effluent (Outflow)

Sun. 1/1/23 to Tue. 1/31/23





# Station Effluent (outflow)

Sun. 1/1/23 to Tue. 1/31/23

