



BOROUGH COUNCIL AGENDA
TUESDAY, JANUARY 10, 2023 – 7:00 P.M.

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

REGULAR MEETING

- 1. Approval of Minutes: December 13, 2022 Regular Meeting**
- 2. Open to the public**
 - a. Citizens wishing to comment will be recognized in the Order of their listing on the Appearance Sheet and are asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
 - b. Correspondence from B. Caposell
- 3. Ordinances and Resolutions**
 - a. Ordinance #2-2023: Chapter 10 Property Maintenance
 - b. Resolution #1-2023: 2023 Fee Schedule
 - c. Resolution #2-2023: Disposal of Records
- 4. Mayor's Report – R. Harris**
 - d. Police Report
 - e. Around Town
 - f. Upcoming Events & Meetings of Interest
 - g. In Requiem
- 5. Fire/EMS/EMA Report**
- 6. Committee Reports**
 - a. 2023 Committee Appointments
- 7. Administrative Business – Borough Manager**
 - a. Treasurer's Report – December 2022
 - b. 2023 Holiday Schedule/Calendar of Events
 - c. Lot Appraisal Results
 - d. Surplus Inventory Sale Follow-up
- 8. Unfinished Business**
 - a. Grant Funding Updates
 - b. Discussion of Ordinance Regarding Trailers
 - c. High-Speed Broadband Update
 - d. 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

PUBLIC COMMENT

David A. Hazlett

From: BETSY CAPOSELL <ecaposell31@comcast.net>
Sent: Monday, January 2, 2023 10:58 AM
To: David A. Hazlett
Subject: Comments regarding proposed trailer ordinance change et al

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.

Hi Dave,

Please share my comments with the Council. I am going to try to attend the Council meeting on January 10th, but may not be able to.

1. Please better define "trailers." Does that include RVs?
2. I am not in favor of changing the ordinance adopted in May to allow only one trailer on a lot less than 2 acres. In the case of RVs especially, folks can park their RVs at commercial facilities that store RVs for a monthly fee. If they complain about the fee, they should have thought of that when they bought the RV. And the monthly fee is probably not as much as filling the gas tank in the RV.
3. Your proposal to allow more than one trailer as long as it is on a paved area that is fenced-in to block their view by neighbors could backfire if the fencing is poorly built/distastefully done and turns into a bigger eyesore than the trailers. It could also look just plain odd if a large fenced trailer is sitting in a yard by itself. What if a resident has more than 2 trailers? The neighbors would end up having "fence boxes" all over the place to look at. Adding the multiple cars and trucks that many residents have, and you end up with unsightly views.
4. You also mentioned that your proposal would prohibit inoperable or heavily damaged vehicles from being stored on properties in the borough. What about operable vehicles? Some folks have operable cars and trucks parked all over their yards; I have seen this myself on more than one occasion. Adding an RV/trailer, much less more than one, to that eyesore would be just plain awful. What if a property is only a half-acre or even an acre? My goodness, there would be vehicles covering the property for neighbors to be forced to look at. And you know that vehicles leak onto the ground, which is an environmental problem. In all of my prior homes, **NONE** of the jurisdictions allowed such a thing. Plenty of folks in the borough have as many as 5 or 6 cars/trucks. Even worse, it seems that few of them use their own existing garages for vehicles or trailers.
5. A lot of residents also store gas powered heavy equipment on their property. Add that to the cars, trucks, trailers, RVs, et al, and property values of surrounding homes go down. I personally would never purchase a house that had cars, trucks, trailers, etc., all over the property.
6. Based on comments on the Next Door app, it seems that many folks think they should be allowed to do whatever they want on their property. The concept of being responsible for helping their neighbors protect their investments doesn't seem to matter to many folks. Carroll Valley could certainly lose its rural, open character if this is not properly regulated.

7. I moved here in 2014 because I loved the ability to see the stars and lots of trees, as well as the openness of the views around my home. Since then, the stars are becoming less and less visible due to excessive LED lighting everywhere. The trees are constantly being chopped down (dozens in my own immediate neighborhood). So, I feel as though all I have left of what attracted me here are the open, uncrowded views. Allowing trailers/RVs, fenced in or not, to be all over the place would ruin that as well.

8. I could tell from comments on Next Door that some folks store their business vehicles and gas powered equipment on their residential property. I hate to sound harsh, but perhaps they should have thought of that before they started the business in a residentially zoned area.

PLEASE don't cave in to the minority who want to make their neighbors feel as though they live next to a parking lot, car lot, or business. I do not want my property value and quality of life to decline because of this.

Thank you for considering my comments. Carroll Valley is beautiful; let's keep it that way.

Elizabeth (Betsy) Caposell
31 Main Trail

ORDINANCES and RESOLUTIONS

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 and 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 official of Carroll Valley Borough 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 any official of Carroll Valley Borough 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.

§ 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 10th day of January in the year 2023.

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

Secretary

Chairman

Mayor

BOROUGH OF CARROLL VALLEY
ADAMS COUNTY, PENNSYLVANIA
Resolution # 1 - 2023

A resolution of the Borough of Carroll Valley, Adams County, PENNSYLVANIA, amending the fees for services and facilities.

WHEREAS, the Borough Council of the Borough of Carroll Valley has adopted a codification, consolidation and revision of the ordinances of the Borough of Carroll Valley; and,

WHEREAS, it is the desire of the Borough Council of the Borough of Carroll Valley to eliminate all filing fees, permit fees and license fees from the Code of Ordinances and enact them instead by resolution; and,

NOW, THEREFORE BE IT RESOLVED THAT and it is hereby resolved by the Borough Council of the Borough of Carroll Valley that all fees are hereby fixed as follows, to be effective January 1, 2023:

AMUSEMENT RIDES/CARNIVALS (13, Part 1)

Permit	\$50
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ATTORNEY FEES

Rates	\$200/hour (to be added to claims collected pursuant to Municipal Claims and Tax Liens Act, 53 P.S. §7101 et seq.)
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BUILDING/ZONING/CODES

UCC Inspections	Rates charged by 3rd party inspection company
Demolition Permit	\$5.00 per 1000/cu ft (\$50 min / \$200 max)
Driveway Permit	\$50
Street Excavation Permit	\$10 / lineal foot + Bonding
Well Drilling Permit	\$150
Zoning Hearing Board Application Fee	\$500
Zoning Permit (for new construction and additions greater than 1,000 square feet)	\$250
Zoning Permit (for living area additions of less than 1,000 square feet)	\$50
Zoning Permit (for SHEDS, DECKS, POOLS, ACCESSORY BUILDINGS less than 1,000 square feet)	\$25
Zoning Certification	\$30
Home Occupation Permit Fee	\$50
Fireworks Permit	\$150
Limited Residential Chicken Permit (5-Year)	\$50
Vacation Rental Annual Permit	\$50

POLICE

Reclamation costs:	
Towing charge	As prescribed by towing agent
Impound Administrative Fee	\$45
Impound Storage Fee	\$35/day
State Accident Report	\$15
Other Police Report	\$25
Employment Finger Printing:	
Resident of Police Service Area	No Charge
Non-resident of Police Service Area	\$15

FACILITY RENTALS

All non-Borough affiliated users of Borough facilities, within Class I or II, shall be required to pay a base rental fee of \$50 per event. In addition to the base rental fee, additional rental fees may apply as follows:

Classes of Organizations		Regular Rates				Weekday Rate	
		Class I	Class II	Class III	Class IV	Class III	Class IV
Cortner Community Room	/day	No Charge	No Charge	\$250	\$375	\$100	\$200
Veterans' Pavilion	/day	No Charge	No Charge	\$35	\$50	\$20	\$30
Unnamed Pavilion	/day	No Charge	No Charge	\$100	\$200	\$50	\$75
Hertz Pavilion	/day	No Charge	No Charge	\$50	\$75	\$30	\$50
Steeves Pavilion	/day	No Charge	No Charge	\$30	\$50	\$20	\$30
Borough Athletic Fields	/day	No Charge	No Charge	\$50	\$75		
Carroll Commons Park	/season /Month**	No Charge	\$100 \$250	n/a	n/a	n/a	n/a
Ranch Trail Park	/season /Month**	No Charge	\$100 \$250	n/a	n/a	n/a	n/a
Ranch Park Baseball Field	/season /Month**	No Charge	\$100 \$250	n/a	n/a	n/a	n/a
Municipal Building							
Front Conference Room	/day	No Charge	No Charge	***	\$400	n/a	n/a
AV Equipment Fee			\$100	\$100	\$100	n/a	n/a
Meeting Room	/day	No Charge	No Charge	****	\$500	n/a	n/a
AV Equipment Fee			\$100	\$100	\$100	n/a	n/a

PLEASE NOTE: Additional charges for employee services will be charged to the responsible party for extraordinary cleanup. Further, the responsible party will pay actual costs for any repair/replacement costs due to damage of Borough owned property, regardless of user classification.

Classes: The following classes of use groups shall be established for determining rental fees to be charged and/or priorities for use of facilities in the event of scheduling conflicts.

Class I: Carroll Valley Borough sponsored programs, or other local, State, or Federal agencies.

Class II: Incorporated Nonprofit Organizations located within the boundaries of Carroll Valley Borough or nonprofit volunteer service organizations outside Borough boundaries that provide emergency or other services to the Borough or its citizens, Support Groups, or Organizations.

Class III: Resident, or business, located in Carroll Valley Borough.

Class IV: Non-resident of Carroll Valley Borough and Nonprofit Organizations located outside the Borough's boundaries which do not meet the qualifications of a Class I or II group, and all other nonprofit organizations.

** Available only to Class I and Class II organizations, or with prior approval of the Borough Manager.

*** Resident/Personal - \$50 Resident/Business - \$100

**** Resident /Personal - \$100 Resident/Business - \$200

PUBLIC SEWER

Residential

Private Dwelling Unit, Flat Rate, Quarterly Rate \$158.40 /quarter

Non-residential

First 3,000 Gallons Per Month \$82.50 (minimum)

For flow in excess of 3,000 gallons Per Month \$0.0275 cents per gallon

Residential Holding Tank

First 1,000 Gallons Pumped Per Pumping (mandatory twice per month) \$40.25 (minimum)

Amount Pumped in excess of 1,000 gallons per pumping \$0.04025 cents per gallon

Miscellaneous Charges

Duplicate Bill \$10

Returned Check Fee \$30

Late Fees (Assessed on any account having an Unpaid Balance at time of Billing) 10% of past due amount

Permit to Connect to Existing Public Sewer Line: \$ 125 + Tapping Fee

Permit for Installation of Holding Tank: \$ 125 + Tapping Fee

Tapping Fees \$4,749

ON-SITE SEWER

I. Application Fee for all new systems (excluding subdivisions):	\$275
A This fee entitles the applicant to a site investigation, test pit analysis (maximum 4 per lot) and the preparation of the forms associated with the examination of the test pit(s)	
B Any evaluation requiring additional field investigation beyond the initial visits to the site stipulated above will require the following fees:	
1 For each additional visit to the site:	\$125
2 For each test pit over four:	\$25
C Lack of Preparation: If the test pit is not dug or the backhoe and operator are not on site when the Sewage Enforcement Officer arrives for the scheduled appointment, the applicant will be charged an additional fee.	
<i>NOTE: All cost and liability associated with the excavation and backfill of the test pit(s) will be the responsibility of the Applicant.</i>	
II. Percolation Test (excluding subdivisions):	\$350
A The fee associated with this portion of the application covers the cost of performing the percolation test, which shall be limited to one complete test on six (6) holes, and completing the appropriate test report forms stipulated by PA DEP. If additional percolation tests are required, this fee will repeat for each additional test.	
B The applicant will be responsible for digging the percolation test holes to the depth and size required by the Sewage Enforcement Officer and presoaking of the percolation holes to conduct the test.	
C The applicant will be responsible for supplying sufficient water at the site to perform the tests.	
D If the applicant does not properly prepare the test holes or the holes are not ready when the Sewage Enforcement Officer arrives for the scheduled appointment, the applicant will be charged an additional fee.	
<i>NOTE: All cost and liability associated with the excavation and backfill of the test pit(s) will be the responsibility of the Applicant.</i>	
III. Permit Fee for single-family dwelling. (Includes 1- design review & 1- final inspection (two trips)):	\$325
<i>NOTE: There will be an additional charge for additional design reviews and inspections. The representative of the property will be responsible for these fees prior to a permit being issued.</i>	
IV. Permit Fee for multi-family, commercial, institutional or other applications will be based on the size of the on-site disposal system.	
A 150 sq. ft. to 1,000 sq. ft.	\$325
B 1,001 sq. ft. to 2,500 sq. ft.	\$400
C 2,501 sq. ft. to 5,000 sq. ft.	\$500
D 5,001 sq. ft. to 10,000 sq. ft.	\$600
V. INSPECTION FEES: The cost of final inspection is included in the permit fee. If the system is not ready for inspection when notified, or corrections are required, additional fees will be required prior to the issuance of the Use and Occupancy Permit.	
VI. TRANSFER OF APPLICATIONS and/or PERMITS:	\$150
VII. REPAIRS: Fee for investigating any on-site sewerage system malfunction will require fees commensurate with the work performed. If, upon the investigation of the malfunction, the SEO determines that a new on-site sewerage system is required, the necessary tests will need to be performed and appropriate fees must be paid in accordance with the fee schedule (§ I, II, III & V).	
VIII. Application Fee for new system (subdivisions):	\$275
A This fee entitles the applicant to a site visit investigation, test pit analysis (max. 4 /lot) and the preparation of the forms associated with the examination of the test pit(s).	
B Any evaluation requiring additional field investigation beyond the initial visits to the site stipulated above will require the following fees:	
1 Each additional visit to the site will require fees commensurate w/time.	
2 For each test pit over four:	\$20
C Lack of Preparation: If the test pit is not dug or the backhoe and operator are not on site when the Sewage Enforcement Officer arrives for the scheduled appointment, the applicant will be charged an additional fee.	
<i>NOTE: All cost and liability associated with the excavation and backfill of the test pit(s) will be the responsibility of the Applicant.</i>	
IX. Percolation Test (subdivisions):	\$350
The fee associated with this portion of the application covers the cost of performing the percolation test, which shall be limited to one complete test on six holes, and completing the appropriate test report forms stipulated by DEP. If additional percolation tests are required, this fee will repeat for each additional test.	

A	The applicant will be responsible for digging the percolation test holes to the depth and size required by the Sewage Enforcement Officer and presoaking of the percolation holes to conduct the test.	
B	The applicant will be responsible for supplying sufficient water at the site to perform the tests.	
C	If the applicant does not properly prepare the test holes or the holes are not ready when the Sewage Enforcement Officer arrives for the scheduled appointment, the applicant will be charged an additional fee.	
X.	Application Fee for new IRSIS, AB, or other new DEP approved systems.	\$325
A	This fee entitles the applicant to a site investigation, test pit analysis (maximum 6 per lot) and the preparation of the forms associated with the examination of the test pit(s).	
B	Any evaluation requiring additional field investigation beyond the initial visits to the site stipulated above will require the following fees:	
1	For each additional visit to the site:	\$50
2	For each test pit over six:	\$20
C	If the test pit is not dug or the backhoe with operator is not at the site when the Sewage Enforcement Officer visits the site, the applicant will be charged a fee commensurate for time spent as determined by the municipality.	
XI.	REVIEW FEES: of Act 537 planning modules, for residential, commercial, institutional and other facilities will require fees commensurate with work performed.	
XIII.	Fee for review of Act 537, Form B:	\$75
XIV.	Permit Fee for repair of on-site sewerage system if application does not involve any of the investigation and design review expenses associated with and implied by Steps I through IV.	\$200 +\$125 for site visit
XV.	Permit Fee for hooking into existing septic system, when required:	\$100
XVI.	Permit Fee for single family residence utilizing IRSIS, AB, or other new DEP approved systems. This includes 1-design review and final inspection of the system (3-trips).	\$350
	<i>NOTE: There will be an additional charge for additional design reviews and inspections. The representative of the property will be responsible for these fees prior to a permit being issued.</i>	

STORMWATER MANAGEMENT

The following "tiers" have been established to regulate the fees that will be collected by the Borough to offset engineering review of the various degrees of submitted Stormwater Management Plans (or exemptions thereof). Where the term "cumulative new impervious coverage" is used, it shall mean the area of impervious coverage created (cumulatively) after January 27, 2012, which is the date DEP approved the adopted Adams County Act 167 Stormwater Management Plan. Each project will be required to provide an accounting of both the total impervious coverage since that date and the project specific amount being proposed individually at the time of permit application. The following tiers and fees are hereby established:

- Tier 1 Tier 1 shall include all projects that are appropriately deemed "exempt" due to the project being less than 1,000 sq.ft. of cumulative new impervious area. The review will be completed by the Borough Zoning Officer. No Fee Required.
- Tier 2 This fee shall include all projects that cannot show a cumulative new impervious coverage of less than 1,000 square feet, however are able to adequately demonstrate that the area is properly "disconnected". The initial review will be processed by the Borough Zoning Officer, with a subsequent review (and report) conducted by the Borough Engineer. A non-refundable fee of \$150 is required.
- Tier 3 This fee shall include all projects that cannot show a cumulative new impervious coverage of less than 1,000 square feet and are unable to adequately demonstrate that the area is "disconnected". The initial review will be processed by the Borough Zoning Officer, with a subsequent review (and report) conducted by the Borough Engineer. A non-refundable fee of \$250 is required.
- Tier 4 Projects that propose impervious coverage and require a Land Development Plan and/ or a Stormwater Management Plan to be prepared, reviewed and approved, will be responsible for actual costs incurred by the Borough for the review by the Borough's Engineer.

EROSION & SEDIMENT POLLUTION CONTROL

- Tier 1 Projects disturbing less than 5,000 square feet shall not be required to submit a fee for review by either the Borough or the Adams County Conservation District, unless said review is an integral part of some other permitting process. No Fee Required.
- Tier 2 Projects disturbing between 5,000 square feet, but less than 1.0 acre (43,560 square feet), which are also submitting a fee per the Tier 2 Stormwater Program. A non-refundable fee of \$150 is required.
- Tier 3 Projects disturbing between 5,000 square feet, but less than 1.0 acre (43,560 square feet), which are also submitting a fee per the Tier 3 Stormwater Program. This tier shall also include all projects within this range that are disturbing the existing ground, but not constructing new impervious coverage such general grading activities. Agricultural operations and/ or gardening will be reviewed on a case-by-case basis. A non-refundable fee of \$250 is required.
- Tier 4 Projects that disturb 1.0 acre or more shall not be required to submit a fee to the Borough due to the regulations requiring such a review to be conducted by the Adams County Conservation District using their current fee schedule as approved annually by the Conservation District Board of Directors and/ or PA DEP (per Chapter 102 of the Pennsylvania Code).

SUBDIVISION AND LAND DEVELOPMENT

The filing fee for consideration of a subdivision or a land development plan shall be broken into categories based upon the type of subdivision or land development presented. The accompanying fees under each category shall include the sketch plan, preliminary plan and final plan. The categories, together with the accompanying fees, are as follows:

Category I: Residential Subdivisions or Land Developments:

Number of lots or dwelling units	General Fee	Fee per lot or dwelling unit	Deposit for Consultant* and legal review fees
0-2	\$50	\$50	\$170
3-5	\$150	\$45	\$500
6+	\$250	\$40	\$800

Category II: Non-Residential Subdivision:

Number of Lots	General Fee	Fee for Each Lot	Deposit for Consultant* and legal review fees
0-5	\$300	\$50	\$600
6+	\$300	\$50	\$800

Category III: Non-Residential Land Developments:

Number of acres	General Fee	Fee for each acre	Deposit for Consultant* and legal review fees
0-5	\$300	\$50	\$800
6+	\$400	\$50	\$1,000

* Any unused portions of the deposit for consultant's review fees shall be returned to the applicant within three months following signature or disapproval of the Final Plan. In the event that the actual amount for engineering and legal review fees exceeds the amount of the deposit, the applicant shall reimburse the Borough an amount equal to the increased fee upon receipt of the invoice.

1. The developer or subdivider shall pay the ordinary and customary hourly rate charged to the Borough for review and comment on the plan(s) by any consultant the Borough deems necessary to review said plan(s). Said charge shall be for time devoted by said consultant on the requested review. The rate charged shall not exceed the rate charged by the consultant to the Borough for other work performed at the Borough's request for which there is no outside reimbursement. Such costs shall include, but not be limited to:

- A. Reviewing the plan for conformance to the provisions of the codes and ordinances of the Borough.
- B. Site inspection for conformance to topographic survey.
- C. Reviewing cost estimates of required improvements.
- D. Such other fees which shall be sufficient to cover the cost of all necessary reviews by the Borough's consultants.

The definition of "consultant" shall include the services of the Borough Solicitor, Engineer or other professional or specialist whose services the Borough deems necessary to the review of any land development or subdivision plan.

2. In the case where the developer/subdivider desires the Borough to sign a Final Plan, all fees shall be paid prior to the release of signed plan by the Borough to Developer/subdivider. This shall be applicable to Preliminary and Final Plan stages.

3. The developer/subdivider shall be obligated to pay any fees incurred by the Borough, including services of the Borough Solicitor, Borough Engineer or authorized inspector, regarding the dedication of public improvements, for inspecting and approving final construction pursuant to the Borough of Carroll Valley Subdivision and Land Development Ordinance and the Pennsylvania Municipalities Planning Code. A deposit of \$500 shall be submitted to the Borough to be applied to the cost of inspection fees. The deposit shall be submitted at such time that the signed Final Plan is released to the Developer. If inspection fees are anticipated to significantly exceed the \$500 deposit, the developer/subdivider shall establish an escrow account. The amount of the escrow account shall be as estimated by the Borough Engineer. Any remaining deposit monies for engineering and legal review fees may be used towards the inspection fee deposit. Any unused portion of the deposit for inspection fees shall be returned to the applicant at such time that construction of improvements is completed and/or accepted for dedication by the Borough. In the event that the actual amount of inspection fees exceeds the amount of the escrow, the applicant shall reimburse the Borough an amount equal to the increased fee.

DEVELOPMENT PERMIT VERIFICATION UNDER THE PERMIT EXTENSION ACT (ACT 46 of 2010)

I. Residential Development Permit Approval Verification	\$100
II. Commercial Development Permit Approval Verification	\$500

TAX COLLECTOR TO IMPOSE AND RETAIN COSTS AND FEES

I. Individual Earned Income Tax

A. Non-filing individual taxpayer delinquency notices:

1. First delinquent notice (each notice)	\$5
2. Second delinquent notice (each notice)	\$10
3. Preparation of Criminal Complaint	\$20

4. Preparation of re-filing Criminal Complaint due to noncompliance	\$40
B. Unpaid individual earned income tax:	
1. First nonpayment notice (each notice)	\$5
2. Second nonpayment notice (each notice)	\$10
3. Payment schedule fee:	
a. 0-6 months	\$20
b. 6-12 months	\$30
c. 12-18 months	\$40
d. 18 months or more	\$50
4. Wage attachment	\$40
5. Suit in assumpsit or other appropriate remedy	Actual costs incurred plus \$20 preparation fee
C. Noncompliance with required quarterly individual Tax payments.	\$5/quarter or \$20/year
D. Cost to provide copies of filed tax returns or W-2s to taxpayers (current and next prior year)	\$5
(2nd prior year and older)	\$10
II. Employer Accounts	
A. Non-filing tax return or support documentation: (Applicable for each quarter)	
1. First delinquent notice (each notice)	\$5
2. Second delinquent notice (each notice)	\$10
3. Preparation of re-filing Criminal Compliant due to noncompliance	\$40
B. Unpaid Employer's Remittance of Employee's Tax: (Applicable for each quarter)	
1. First nonpayment notice (each notice)	\$5
2. Second nonpayment notice (each notice)	\$10
3. Payment schedule fee:	
a. 0-6 months	\$20
b. 6-12 months	\$30
c. 12-18 months	\$40
d. 18 months or more	\$50
4. Preparation of Criminal Compliant	\$20
5. Preparation of re-filing Criminal Compliant due to noncompliance	\$40
III. Municipal Property Tax.	
A. Certification Fee	\$10
B. Duplicate Bill Fee	\$5
C. Returned Check Fee	\$40
D. Tax Certification	\$15
IV. Other Tax Collection Services. (Mercantile/Business Privilege; Emergency and Municipal Services Tax; Delinquent Per Capita Tax). (As applicable for year or designated tax period).	
A. Non-filing of return or support documentation delinquency notice:	
1. First delinquent notice (each notice)	\$5
2. Second delinquent notice (each notice)	\$10
3. Preparation of Criminal Compliant	\$20
4. Preparation or re-filing Criminal Compliant due to noncompliance	\$40
B. Unpaid Taxes.	
1. First nonpayment notice (each notice)	\$5
2. Second nonpayment notice (each notice)	\$10
3. Payment schedule fee:	
a. 0-6 months	\$20
b. 6-12 months	\$30
c. 12-18 months	\$40
d. 18 months or more	\$50
4. Wage attachment	\$40
5. Suit in assumpsit or other appropriate remedy	Actual costs incurred plus \$20 preparation fee
6. Credit Card Payment Service Fee	2.20%

TRANSIENT RETAIL BUSINESSES (13, Part 2)

Semi-Annual License Fee:	\$50
Annual License Fee:	\$100

APPLICATION FOR HEARING BEFORE BOROUGH COUNCIL

Application Fee	\$300
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SCHEDULE OF COSTS FOR MATERIALS AND SERVICES

Borough Code (complete)	\$169.50
Land Subdivision Ordinance:	\$17.25
Zoning Ordinance:	\$34.75
Administrative Services:	
Copier Costs: 8 - ½ x 11 (letter size)	\$.25/page
8 - ½ x 14 (legal size)	\$.35/page
11 x 17 (ledger size)	\$.50/page

APPROVED AND ADOPTED this 13th day of December 2022.

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

NAME:

TITLE:

PRINT:

DATE:

CERTIFICATION OF ADOPTION

I hereby certify that the foregoing resolution was duly approved as set forth at a regular meeting of the Borough Council of the Borough of Carroll Valley on the _____ day of _____ in the year _____.

Borough Secretary

BOROUGH OF CARROLL VALLEY
ADAMS COUNTY, PENNSYLVANIA
RESOLUTION #2-2023

RESOLUTION AUTHORIZING THE DISPOSAL OF RECORDS OF THE BOROUGH OF CARROLL VALLEY.

RESOLVED by the Council of the Borough of Carroll Valley, Adams County, Pennsylvania, That

WHEREAS, by the virtue of Resolution #1-98, adopted February 9, 1998, the Borough of Carroll Valley declared its intent to follow the schedule and procedures for the disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008 and amended on March 28, 2019, and

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Carroll Valley, Adams County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

GENERAL ADMINISTRATION AND LEGAL

Certificates of Election	11 months	2021
Ethics Commission Statements of Financial Interest	5 years	2017
Expired Insurance Policies	6 years	2016
Wage and Tax Statements	4 years	2018
Social Security Quarterly Reports	4 years	2018
Quarterly Returns of Withholding of Federal Income	4 years	2018
Quarterly Statements of State and Local Taxes Withheld	4 years	2018
Unemployment Compensation Records	4 years	2018
Time Cards/General Pay Records and Attendance Sheets	3 years	2019
W-4 Forms	4 years	2018
Cancelled Payroll Checks	7 years	2015
Municipal Lien Files (Following Satisfaction of Lien)	1 year	2021
Oaths of Municipal Officials	6 years	2016
Right to Know Requests	2 years	2020
Audit Work-papers (excludes Audit Report)	4 years	2018

TAXATION AND FINANCE

Bank Statements and Deposit Slips	7 years	2015
Daily Cash Records	7 years	2015
Vouchers, Bills, Invoices, Cancelled Checks, Purchase Orders	7 years	2015
Utility and Service Paid Receipts	7 years	2015

PUBLIC HEALTH RECORDS

Food Establishment Records Licenses and Inspections	4 years	2018
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SANITARY SEWERS AND SEWAGE DISPOSAL

Sewer Billing Records	7 years	2015
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APPROVED AND ADOPTED this 10th day of January, 2023.

ATTEST:

CARROLL VALLEY BOROUGH COUNCIL

NAME: _____

TITLE: _____

PRINT: _____

DATE: _____

CERTIFICATION OF ADOPTION

I hereby certify that the foregoing resolution was duly approved as set forth at a regular meeting of the Borough Council of the Borough of Carroll Valley on the _____ day of _____ in the year _____.

Borough Secretary

MAYOR'S REPORT

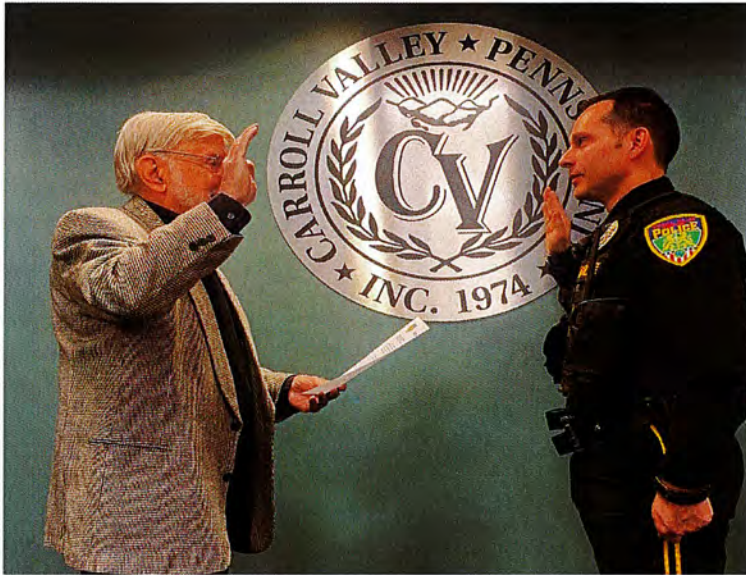


December 2022 Police Report

by
Chief Clifford J. Weikert
Carroll Valley Borough Police



Special News / Achievements:



-
- I would like to introduce Seth Allen Reed. This was taken January 3, 2023 on his first day with us and the Mayor swearing him in.

LPR: LICENCE PLATE READER



- Our LPR is has been installed on our vehicle. It is a portable unit that can be used in any of our vehicles. We are now able to be stationary or mobile with this unit and it runs vehicles for Registration, Insurance Cancellation, Suspended Drivers that come back to the registration, and Stolen vehicles.

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: 01/05/2023

Beginning Date: 12/01/2022

Ending Date: 12/31/2022

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Carroll Valley Borough

Total Offenses 1 **Clearance Rate** 0
 % change from last year -80% Last years rate 60%

Total Arrests 1 **Hate Crime Offenses** 0
 % change from last year -50% **Law Officers Assaulted** 0

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

Arrest Rate per 100,000 Population : 0.00

Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	1
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	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	1
Total Group A Arrests	0	0	0	0	2
Group "B" Arrests					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	1	0	0	1	0
DUI	0	0	0	0	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
Total Group B Arrests	1	0	0	1	0
Total Arrests	1	0	0	1	2

Offense Reporting

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

Crime Against Person
 - This year 3
 - Last year 3
 -100% - Percent Change

Crime Against Property
 - This year 1
 - Last year 1
 0% - Percent Change

Crime Against Society
 - This year 1
 - Last year 1
 -100% - Percent Change

Population : 1

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

Calls for Service:

Carroll Valley Calls for Service Month	Total
ANIMAL COMPLAINT	3
ASSIST - FIRE/EMS	4
ASSIST - OTHER POLICE	7
DOMESTIC DISTURBANCE	4
MENTAL HEALTH / WELFARE	3
MISC CALL FOR SERVICE	15
TRAFFIC COMPLAINT	15
VEHICLE CRASH	2
VEHICLE STOP	8
Z COURT / JUSTICE	1
Z FOLLOW-UP	7
ALARM	5
THREATS / HARRASSMENT / STALKING	2
CRIMINAL MISCHIEF	1
SUSPICIOUS ACTIVITY	5
FRAUD	1
DISTURBANCE/NOISE	5
Grand Total	88

Carroll Valley Calls for Service YTD	Total
ALARM	36
ANIMAL COMPLAINT	34
ASSIST - FIRE/EMS	99
ASSIST - OTHER POLICE	39
BURGLARY	2
CHILD WELFARE	6
CRIMINAL MISCHIEF	5
DISTURBANCE/NOISE	29
DOMESTIC DISTURBANCE	68
DRIVING UNDER THE INFLUENCE	4
DRUG ACTIVITY	1
FRAUD	14
MENTAL HEALTH / WELFARE	55
MISC CALL FOR SERVICE	118
MISSING/LOST PERSON	1
SEX OFFENSE	5
SUSPICIOUS ACTIVITY	40
THEFT	34
THREATS / HARRASSMENT / STALKING	17
TRAFFIC COMPLAINT	92
TRESPASS	9
VEHICLE CRASH	28
VEHICLE STOP	134
Z COURT / JUSTICE	17
Z FOLLOW-UP	110
Grand Total	997

Traffic Enforcement:

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



Citation, Faulty Equipment, Warning	Count:
1301 (Title 75) - Registration and certificate of title required	1
1332 (Title 75) - Display of registration plate	1
3111.1 (Title 75) - Obedience to traffic-control devices warning of hazardous conditi	1
3309 (Title 75) - Driving on roadways laned for traffic	2
3323 (Title 75) - Stop signs and yield signs	2
3361 (Title 75) - Driving vehicle at safe speed	1
3362 (Title 75) - Maximum speed limits	1
3714 (Title 75) - Careless driving	1
Grand Total	10

Miscellaneous:

Calls for Service		December 2021	December 2022	YTD 2021	YTD 2022
Calls from Public		74	77	1115	840
Officer initiated		8	11	460	157
Total CV Calls		82	88	1575	997

Vehicle Mileage			
	Starting	Ending	Total
2017 Dodge Charger Unmarked	21,608	21,911	303
2017 Dodge Charger Marked	67,778	68,133	355
2014 Dodge Charger Unmarked	96,603	98,644	2,041
2014 Dodge Charger Marked	90,017	92,619	2,602
2010 Ford Exp Marked	83,062	83,150	88
		Total	5,389



December 2022 Fairfield Police Report Supplement



by
Chief Clifford J. 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.

Carroll Valley Borough Police Report on Calls For Service December 2022 Fairfield

Fairfield Calls for Service Month	Total
ASSIST - FIRE/EMS	2
ASSIST - OTHER POLICE	1
DISTURBANCE/NOISE	2
DOMESTIC DISTURBANCE	1
FRAUD	2
MISC CALL FOR SERVICE	2
SUSPICIOUS ACTIVITY	2
TRAFFIC COMPLAINT	1
VEHICLE STOP	7
#N/A	1
Grand Total	21

Fairfield Calls for Service YTD	Total
ALARM	7
ANIMAL COMPLAINT	4
ASSAULT	2
ASSIST - FIRE/EMS	41
ASSIST - OTHER POLICE	3
CHILD WELFARE	1
CRIMINAL MISCHIEF	7
DISTURBANCE/NOISE	12
DOMESTIC DISTURBANCE	9
DRUG ACTIVITY	1
FRAUD	3
MENTAL HEALTH / WELFARE	8
MISC CALL FOR SERVICE	22
MISSING/LOST PERSON	3
SUSPICIOUS ACTIVITY	9
THEFT	3
THREATS / HARRASSMENT / STALKING	15
TRAFFIC COMPLAINT	11
TRESPASS	2
VEHICLE CRASH	6
VEHICLE STOP	92
Z FOLLOW-UP	24
#N/A	1
Grand Total	286

Citations:

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

Citation, Faulty Equipment, Warning	Count:
3322 (Title 75) - Vehicle turning left	1
3362 (Title 75) - Maximum speed limits	1
Grand Total	2



Offense and Arrest Summary Report

Printed On: 01/05/2023

Beginning Date: 12/01/2022

Ending Date: 12/31/2022

Page 1 of 1

Agency: All

Municipality: Fairfield Borough

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

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

Group A Crime Rate per 100,000 Population : 0.00 Summary based reporting 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			
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			
Total Group "A"			1

Crime Against Person

- This year
 1 - Last year
 -100% - 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
Total Group A Arrests	0	0	0	0	0
Group "B" Arrests					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
DUI	0	0	0	0	0
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	0
Total Group B Arrests	0	0	0	0	0
Total Arrests	0	0	0	0	0

Population : 1

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

FIRE/EMS/EMA REPORT

FAIRFIELD FIRE & EMS

Fire Report –December, 2022

Calls for the Month – 36
Year to Date Total - 275

<u>Nature of Call(s)</u>		<u>Location of Call(s)</u>	
Fire Police -	08	Carroll Valley Borough	08
Fire – Structure	03	Fairfield Borough	03
Medical Assist	03	Franklin Township	02
Wires	02	Freedom Township	01
Automatic Fire Alarm	02	Hamiltonban Township	11
Chimney Fire	02	Highland Township	02
Motor Vehicle Accident	04	Liberty Township	01
Landing Zone	01		
Transfer	01		
CO Alarm	01	Other:	
Outside Investigation	01	Cumberland Township	01
Inside Investigation	03	Germany Township	01
Tree on House	02	Arendtsville Borough	01
Pump Detail	02		
Search Detail and			
Boat Assist	01	Frederick Co., MD –	
		Emmitsburg	01
		Franklin County	
		Waynesboro	01
		Blue Ridge Summit	02
		South Mountain	01

FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT

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



MONTHLY FIRE REPORT FOR DECEMBER 2022

Breakdown of calls by type:

Building fire.....	3
Brush fire.....	2
Vehicle Accidents.....	2
Automatic alarm.....	2
Transfer and standby.....	2
<u>Good Intent.....</u>	<u>6</u>
TOTAL	17

Notes: 164 calls for the year. We did Santa apparatus on December 18 in our area. Had a \$1,000 fire loss for the month on Waynesboro Pike in Liberty Township



David Martin
Fire Chief

cc: Carroll Valley Borough
Hamiltonban Township
Liberty Township

Fountain Dale Volunteer Fire Department

x

Fairfield, PA

This report was generated on 1/4/2023 1:12:52 PM

Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 12/01/2022 | End Date: 12/31/2022

Incident Date	Address	Incident Type
12/01/2022	Monterey Lane, Blue Ridge Summit, PA 17214	Dispatched & cancelled en route
12/02/2022	Military Road, Cascade-Highfield, MD 21719	Dispatched & cancelled en route
12/02/2022	Old Waynesboro Road, Fairfield, PA 17320	Medical assist, assist EMS crew
12/05/2022	Monterey Circle, Blue Ridge Summit, PA 17214	Dispatched & cancelled en route
12/05/2022	Fairfield Station Road, Fairfield, PA 17320	Extrication of victim(s) from vehicle
12/12/2022	Cold Springs Road, Fairfield, PA 17320	Dispatched & cancelled en route
12/14/2022	South Potomac Street, Waynesboro, PA 17268	Dispatched & cancelled en route
12/15/2022	Mentzer Gap Road, Waynesboro, PA 17268	Building fire
12/15/2022	Old Sabillasville Road, Sabillasville, MD 21780	Building fire
12/16/2022	Norwood Avenue, Blue Ridge Summit, PA 17214	Building fire
12/17/2022	Naylor Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
12/22/2022	Robin Trail, Fairfield, PA 17320	Dispatched & cancelled en route
12/22/2022	Polktown Road, Waynesboro, PA 17268	Dispatched & cancelled en route
12/24/2022	Mentzer Gap Road, Waynesboro, PA 17268	Dispatched & cancelled en route
12/26/2022	Buchanan Trail East, Blue Ridge Summit, PA 17214	Smoke scare, odor of smoke
12/27/2022	Naylor Road, Sabillasville, MD 21780	Dispatched & cancelled en route
12/30/2022	Carrosmar Farm Road, Blue Ridge Summit, PA 17214	Building fire
12/31/2022	Waynesboro Pike, Fairfield, PA 17320	Building fire

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

Mountain Dale Volunteer Fire Department

field, PA

report was generated on 1/4/2023 1:11:45 PM

Structure Fires Property and Content Loss for Incident for Date Range (Landscape)

Time: 00:00 | End Time: 23:00 | Start Date: 12/01/2022 | End Date: 12/31/2022

COUNTY	FDID	INCIDENT #	DATE	ALARM	ADDRESS	INCIDENT TYPE	PROPERTY LOSS	CONTENT LOSS
Adams	01003	2022-67625	12/15/2022	00:17:00	10076 Mentzer Gap Road	Building fire	\$0	\$0
Adams	01003	2022-67864	12/15/2022	21:07:00	17663 Old Sabillasville Road	Building fire	\$0	\$0
Adams	01003	2022-67881	12/16/2022	02:38:00	15377 Norwood Avenue	Building fire	\$0	\$0
Adams	01003	2022-70652	12/30/2022	22:23:00	14547 Carrosmar Farm Road	Building fire	\$0	\$0
Adams	01003	2022-70827	12/31/2022	22:05:00	1677 Waynesboro Pike	Building fire	\$0	\$1000

Filtered Incidents only. Incident Types 111, 112, 121, 122, 123 Only included.



COMMITTEE REPORTS

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: 2023 APPOINTMENTS
DATE: 01/06/2023
CC: FILE

Committee Appointments for terms that expired on December 31, 2022, are named below for your consideration of reappointment:

Parks, Recreation & Environmental Advisory Council Jessica Kraft	(5-year term)
Planning Commission David Lillard Michael Wight Sara Laird	(4-year term)
Vacancy Board Frank Buhrman	(1-year term)
Zoning Hearing Board Harry Fisher	(3-year term)

Current Vacancies:

Parks, Recreation & Environmental Advisory Council Vacancy	(5-year term) Term Expiration: 12/31/2027
Planning Commission Vacancy Vacancy	(4-year term) Term Expiration: 12/31/2023 Term Expiration: 12/31/2025
Public Sewer Advisory Committee Vacancy	(5-year term) Term Expiration: 12/31/2023
Zoning Hearing Board Vacancy (Alternate)	(3-year term) Term Expiration: 12/31/2025

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

Borough Professional Consultants:

Solicitor:	Salzmann Hughes, PC	Auditor:	Boyer & Ritter, LLC
Sewage Enforcement Officer:	KPI Technology	Engineer:	KPI Technology

Borough Delegates to County Committees:

Adams County Tax Collection Committee (ACTCC)	York Adams Tax Bureau (YATB)
Adams County Council of Government (ACCOG)	Fairfield Regional EMA (FREMA)
Delegate:	Ron Harris, Mayor
Alternate:	Gayle Marthers, Asst. Borough Manager

ADMINISTRATIVE BUSINESS

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

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$29,433.01	\$0.00	\$0.00	\$145.50	\$74,462.00	\$0.00	\$104,040.51	\$4,476.33
INVESTMENTS	\$2,063,051.77	\$0.00	\$0.00	\$0.00	\$0.00	\$681,269.45	\$2,744,321.22	\$210,547.11
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$36,079.49	(\$3,465.38)	\$765,430.27	\$0.00	\$1,015,644.60	\$0.00	\$1,813,688.98	\$0.00
DUE TO OTHER FUNDS	\$1,332,085.79	\$11,550.25	\$299,222.37	\$0.00	\$128,619.45	\$0.00	\$1,771,477.86	\$52,076.73
LIABILITIES	\$14,796.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,796.18	\$0.00
NET BALANCE	\$782,107.30	(\$15,015.63)	\$466,232.90	\$145.50	\$961,487.15	\$681,269.45	\$2,876,226.67	\$162,996.71

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$108,310.77	\$810.00	\$21,651.66	\$0.00	\$2,245.79	\$1,927.36	\$134,945.58	\$0.00
ACTUAL EXPENDITURES (-)	\$313,785.74	\$471.36	\$22,693.70	\$0.00	(\$52,794.97)	\$0.00	\$284,155.83	\$0.00
ENCUMBERED FUNDS (-)	(\$191.95)	\$15.00					(\$176.95)	\$0.00
NET TRANSACTION BALANCE	(\$205,283.02)	\$323.64	(\$1,042.04)	\$0.00	\$55,040.76	\$1,927.36	(\$149,033.30)	\$0.00

END 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

Check Register with Invoices

Borough of Carroll Valley

06-Jan-23

From: 01-Dec-22 To: 31-Dec-22

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

34977	12/6/2022	14374	AMERICAN UNITED LIFE INS		\$324.73	O
			12222 Life & Disability Premium: December 2022		\$324.73	
34978	12/6/2022	14211	AT&T MOBILITY		\$488.18	O
			11262022 Wirless Svc: 10/19/22-11/18/22		\$91.18	
			11262022-1 GeoTabs: Svc 10/19/22-11/18/22		\$397.00	
34979	12/6/2022	1191	COMCAST CABLE		\$111.18	O
			9274-1222 99 Country Club Trl: Emergency Dialer		\$111.18	
34980	12/6/2022	1160	DIGITAL ALLY		\$6,524.00	O
			1122148-1 In-Car Camera Systems		\$6,524.00	
34981	12/6/2022	110	EXCALIBUR TOWING		\$641.15	O
			14235 PL22: Thermostat Repair		\$641.15	
34982	12/6/2022	356	GETTYSBURG TIMES		\$255.05	O
			43207 Legal Ad: Notice of Categorical Exclusion		\$175.69	
			43196 Legal Ad: Budget Notice		\$79.36	
34983	12/6/2022	1216	GF PETTY CASH - Gayle Marthers		\$37.51	O
			12222 Postage to return exams		\$23.73	
			12222-1 Disinfecting Supplies		\$13.78	
34984	12/6/2022	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			3660 Retainer for the month of November 2022		\$3,000.00	
34985	12/6/2022	17710	HERSHOCKS, INC		\$780.39	O
			62981 Repair to Power Supply for Library Door		\$780.39	
34986	12/6/2022	825	KPI TECHNOLOGY		\$6,719.74	O
			9361 SEO Services		\$6,719.74	
34987	12/6/2022	196	LABORATORY, ANALYTICAL & BIOLO		\$254.00	O
			108670 STP: Testing November 2022		\$254.00	
34988	12/6/2022	670	MAR-BAR TIRE SERVICE		\$1,616.00	V
			12222 MS3 & MS11: Front Tires		\$1,616.00	
34989	12/6/2022	137	MET-ED		\$76.36	O
			628-1222 Jacks Mtn & Skylark Trl: Street Lighting		\$76.36	

Check Register with Invoices

Borough of Carroll Valley

06-Jan-23

From: 01-Dec-22 To: 31-Dec-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34990	12/6/2022	14472	NULLS LIQUID CHLORINE		\$755.00	O
			2600 Sodium Hypochlorite		\$755.00	
34991	12/6/2022	1147	OLYMPIAN ATHLETICS		\$554.40	O
			13882 MS Clothing Order		\$554.40	
34992	12/6/2022	14145	SALZMANN HUGHES, P.C.		\$952.50	O
			21209 Representation as Borough Solicitor		\$952.50	
34993	12/6/2022	310	SHEALERS SEPTIC SERVICE		\$3,948.00	O
			12222 HT: November 2022		\$3,948.00	
34994	12/6/2022	14548	Stacy L. Krietz		\$316.00	O
			12522 Office Cleaning: 11/20/22-12/3/22		\$316.00	
34995	12/6/2022	17729	T-MOBILE		\$283.60	O
			12222-1 Wireless Svc: 10/22/22-11/21/22		\$138.96	
			12222 PL: Connection Card Data Plan: Svc 10/22/22-11/21/		\$144.64	
34996	12/6/2022	14493	THE YORK WATER COMPANY		\$75.72	O
			12522 Water: Svc 10/25/22-11/21/22		\$75.72	
34997	12/6/2022	17765	TREYSTA TECHNOLOGY MANAGEMEN		\$2,378.90	O
			9678 Firewall Security		\$2,148.95	
			9679 Docking Station: Dave Hazlett		\$229.95	
34998	12/6/2022	14207	WEST PENN POWER		\$2,751.73	O
			218-1222 Street Lights		\$2,303.95	
			594-1222 Ranch Trl: Svc 10/31/22-11/29/22		\$80.92	
			294-1222 14 Ranch Trl: Barn: Svc 10/31/22-11/29/22		\$61.44	
			872-1222 14 Ranch Trl: Svc 10/31/22-11/29/22		\$296.48	
			822-1222 Green Trl: Svc 10/31/22-11/29/22		\$8.94	
34999	12/6/2022	14622	WILLIAMS SCOTSMAN, INC.		\$665.63	O
			9016008475 STP: December 2022 Office Trailer		\$665.63	
35000	12/20/2022	17718	AC&T CO, INC.		\$4,935.12	O
			121322-3 Fuel & Diesel Fuel: November 2022		\$4,136.00	
			121322 MS: Propane		\$710.50	
			121322-1 MS: Propane		\$88.62	
35001	12/20/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$5,174.61	O

Check Register with Invoices

Borough of Carroll Valley

06-Jan-23

From: 01-Dec-22 To: 31-Dec-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			4500-1222 Trout Run Trl: Svc 11/1/22-12/1/22		\$90.85	
			1701-1222 Pavilion: Svc 11/1/22-12/1/22		\$141.19	
			4800-1222 MS Bldg: Svc 11/1/22-12/1/22		\$64.58	
			4200-1222 Ski Run Trl: Svc 11/1/22-12/1/22		\$66.15	
			3000-1222 STP: Country Club Trl. Pump Station: Svc 11/1/22-1		\$130.64	
			4704-1222 STP: Sanders Rd. Pump Station: Svc 11/1/22-12/1/22		\$1,779.68	
			4700-1222 Boro Office: Svc 11/1/22-12/1/22		\$1,173.74	
			1500-1222 Street Lights		\$1,682.50	
			8400-1222 Jacks Mtn Bridge: Svc 11/1/22-12/1/22		\$45.28	
35002	12/20/2022	46	BARRYS LOCK & KEY SERVICE		\$76.20	O
			5198 Duplicate Keys for Office		\$76.20	
35003	12/20/2022	944	BRAD A. SANDERS		\$671.64	O
			121922 2022 Cellular Reimbursement		\$671.64	
35004	12/20/2022	14219	COMMUNITY MEDIA OF SOUTH CENT		\$220.00	O
			1468 CVB Council Meeting: November 2022		\$220.00	
35005	12/20/2022	758	EHRlich		\$201.40	O
			1397681-1 Pest Control Service		\$201.40	
35006	12/20/2022	122	FOUNTAINDALE VOLUNTEER FIRE DE		\$10,000.00	O
			122022 Capital Campaign Contribution		\$10,000.00	
35007	12/20/2022	356	GETTYSBURG TIMES		\$342.79	O
			43251 Legal Ad: Civil Service Commission		\$54.01	
			43395 Legal Ad: 2023 Budget		\$57.39	
			43209 Legal Ad: Ordinance 3-2022		\$160.48	
			43394 Legal Ad: Municibid		\$70.91	
35008	12/20/2022	17710	HERSHOCKS, INC		\$1,355.61	O
			63072 Repair to Power Supply for Library Door		\$1,355.61	
35009	12/20/2022	17735	KELLER ENGINEERS, INC.		\$115.50	O
			0004529-0001-10 Phase 2: WWTP Expansion		\$115.50	
35010	12/20/2022	825	KPI TECHNOLOGY		\$1,531.52	O
			9369 SEO Services		\$1,531.52	
35011	12/20/2022	17737	PECKS SEPTIC SERVICE, LLC		\$1,178.75	O
			31434 STP: Sludge Removal/Disposal		\$1,178.75	

Check Register with Invoices

Borough of Carroll Valley

06-Jan-23

From: 01-Dec-22 To: 31-Dec-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
35012	12/20/2022	253	PENNSYLVANIA CHIEFS OF POLICE		\$69.00	O
			5618 Entry Level Officer Exams		\$69.00	
35013	12/20/2022	874	PENNSYLVANIA ONE CALL SYSTEM,		\$6.48	O
			976939 November 2022: Activity Fee		\$6.48	
35014	12/20/2022	14665	RABOLDS SERVICES		\$144.00	O
			26578 November 2022 Calibrations		\$144.00	
35015	12/20/2022	14548	Stacy L. Krietz		\$316.00	O
			121922 Office Cleaning: 12/4/22-12/17/22		\$316.00	
35016	12/20/2022	14607	STOUFFER MECHANICAL CONTRACTO		\$221.05	O
			22-3999 Replace Sensor in front Conference Room		\$221.05	
35017	12/20/2022	17713	TOSHIBA FINANCIAL SERVICES		\$351.83	O
			488808288 December 2022: Copier Lease		\$351.83	
35018	12/20/2022	17765	TREYSTA TECHNOLOGY MANAGEMEN		\$1,250.00	O
			69879 IT Support		\$1,250.00	
35019	12/29/2022	17718	AC&T CO, INC.		\$855.41	O
			2846763 MS: Propane		\$66.41	
			2845247 MS: Propane		\$789.00	
35020	12/29/2022	356	GETTYSBURG TIMES		\$141.89	O
			43396 Legal Ad: 2023 Meeting Schedule		\$141.89	
35021	12/29/2022	14607	STOUFFER MECHANICAL CONTRACTO		\$6,500.00	O
			6291 Install New Server Software		\$6,500.00	
35022	12/29/2022	17729	T-MOBILE		\$919.59	O
			122922 Phone Upgrade/Wireless Svc: 11/22/22-12/21/22		\$705.47	
			122922-2 PL: Connection Card Data Plan: Svc 11/22/22-12/21/		\$144.64	
			122922-1 Wireless Svc: 11/22/22-12/21/22		\$69.48	
Bank Total:					\$70,088.16	

Memorandum

To: All Employees
From: Gayle Marthers, Borough Secretary
Date: December 19, 2022
Re: 2023 Holiday Schedule

Below is the approved 2023 Holiday Schedule:

New Year's Day: Monday, January 2, 2023
President's Day: Monday, February 20, 2023
Good Friday: Friday, April 7, 2023
Election Day: Tuesday, May 16, 2023
Memorial Day: Monday, May 29, 2023
Independence Day: Tuesday, July 4, 2023
Labor Day: Monday, September 4, 2023
Election Day: Tuesday, November 7, 2023
Veteran's Day: Friday, November 10, 2023
Thanksgiving: Thursday, November 23, 2023
Friday, November 24, 2023
Christmas: Monday, December 25, 2023
Tuesday, December 26, 2023

Borough of Carroll Valley

Calendar of Events - 2023



January							February							March							
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	
1	2	3	4	5	6	7	5	6	7	8	9	10	11	5	6	7	8	9	10	11	
8	9	10	11	12	13	14	12	13	14	15	16	17	18	12	13	14	15	16	17	18	
15	16	17	18	19	20	21	19	20	21	22	23	24	25	19	20	21	22	23	24	25	
22	23	24	25	26	27	28	26	27	28	26	27	28	29	30	31	26	27	28	29	30	31

April							May							June						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
2	3	4	5	6	7	8	1	2	3	4	5	6	4	5	6	7	8	9	10	
9	10	11	12	13	14	15	7	8	9	10	11	12	13	11	12	13	14	15	16	17
16	17	18	19	20	21	22	14	15	16	17	18	19	20	18	19	20	21	22	23	24
23	24	25	26	27	28	29	21	22	23	24	25	26	27	25	26	27	28	29	30	
30							28	29	30	31										

July							August							September						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
2	3	4	5	6	7	8	1	2	3	4	5	3	4	5	6	7	8	9		
9	10	11	12	13	14	15	6	7	8	9	10	11	12	10	11	12	13	14	15	16
16	17	18	19	20	21	22	13	14	15	16	17	18	19	17	18	19	20	21	22	23
23	24	25	26	27	28	29	20	21	22	23	24	25	26	24	25	26	27	28	29	30
30	31						27	28	29	30	31									

October							November							December						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
1	2	3	4	5	6	7	5	6	7	8	9	10	11	3	4	5	6	7	8	9
8	9	10	11	12	13	14	12	13	14	15	16	17	18	10	11	12	13	14	15	16
15	16	17	18	19	20	21	19	20	21	22	23	24	25	17	18	19	20	21	22	23
22	23	24	25	26	27	28	26	27	28	29	30	24	25	26	27	28	29	30		
29	30	31																		

- Planning Commission
- Borough Council
- Finance
- Parks/Recreation
- Public Sewer Advisory Committee
- Public Safety

- Holiday (Offices Closed)
- Borough Event

Meeting Times:
All meetings are held at 7pm
(Unless otherwise advertised)

**All Meetings are held at the
Borough Office:
5685 Fairfield Road**

UNFINISHED BUSINESS

January 6, 2023

Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

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 extension request.***

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. GMS will coordinate with the Borough to request an extension.

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 50% match requirement. GMS has drafted a grant extension request for Borough review.

Next Steps: The Borough should review and, if 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, and during the meeting, it was discussed that the Project would only be eligible for loan funding. The funding application was submitted on Nov. 2, 2022. On Nov. 8, 2022, Tesra from PENNVEST reached out with a few questions on the application. The categorical exclusion advertisement was listed end of November 2022 and that documentation is needed to finalize the application. The Borough's application will be submitted February

January 6, 2023

1, 2023 and 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. All documents have been received at this time, and GMS is coordinating the financial review with PENNVEST.

Next Steps: GMS will submit the application by February 1, 2023.

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

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

The Borough's SAM registration is active, and updated to connect Gayle Marthers to the account. GMS will coordinate with the Borough for the next SLFRF report, which is due on April 30, 2023.

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

COMMUNITY CONSERVATION PARTNERSHIPS PROGRAM

Carroll Valley Borough Trail

Grant Request: TBD (not to exceed \$150,000)

The Community Conservation Partnerships Program (C2P2) is an eligible program for the Carroll Valley Borough Trail project. C2P2 is a 50% grant / 50% match program. Utilizing the current FSA cost estimate, the total project cost is \$239,375. Grant applications are due in spring 2023.

Next steps: The Borough should decide if it wishes to pursue the grant opportunity. If so, GMS will provide the Borough with an updated resolution to apply to the program during the next Council meeting.

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. The County is currently reviewing applications and will reach out if there are any clarifications needed on the project's application. If awarded funds, it would decrease the amount of loan funding requested from PENNVEST.

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**
- **Carroll Valley Borough Trail**
- **Intersection of Routes 16 and 116 Traffic Light**



CARROLL VALLEY BOROUGH
ADAMS COUNTY, PENNSYLVANIA

Ordinance No. 1-2023

AN ORDINANCE OF THE BOROUGH OF CARROLL VALLEY AMENDING CHAPTER 27 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES TO: MODIFY REGULATIONS PERTAINING TO VACATION RENTALS, PARKING, AND HOME-BASED BUSINESSES; REAFFIRM CHAPTER 27 AS AMENDED, AND SET FORTH AN EFFECTIVE DATE.

The Borough of Carroll Valley hereby ordains:

SECTION 1. AMENDMENT TO CHAPTER 27 OF THE BOROUGH OF CARROLL VALLEY CODE OF ORDINANCES.

The Borough of Carroll Valley Code of Ordinances (hereinafter "Code of Ordinances:), Chapter 27 "Carroll Valley Borough Zoning Ordinance", is hereby amended, with all material to be deleted indicated with ~~strikethroughs~~, and all material to be added indicated with underlining as follows:

II. §201; "Definitions" is hereby amended as follows:

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

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

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

RECREATIONAL VEHICLE - a vehicular-type unit primarily designed for recreational camping or travel use that has its own motive power or is mounted on or towed by another vehicle. The units include travel trailers, fifth-wheel trailers, folding camping trailers, truck campers, and motor homes

TRAILER - any vehicles or devices of any kind whatsoever which are manufactured, designed, marketed, or used to be coupled to or drawn by a motor vehicle.

TRUCK TRACTOR - every motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn. However, a truck tractor may have a box, deck, or plate for carrying freight, mounted on the frame behind the cab, and forward of the fifth-wheel connection point.

IV. §401.B; "Accessory Uses:" is hereby amended as follows:

10. Vacation Rental, in accordance with Section 1501.HH.

IV. §401.C; "Special Exception Uses:" is hereby amended as follows:

6. Vacation Rental, in accordance with Section 1501.HH.

VI. §601.B; "Accessory Uses:" is hereby amended as follows:

9. Vacation Rental, in accordance with Section 1501.HH.

VI. §601.C; "Special Exception Uses:" is hereby amended as follows:

2. Vacation Rental, in accordance with Section 1501.HH.

VII. §701.B; "Accessory Uses:" is hereby amended as follows:

9. Vacation Rental, in accordance with Section 1501.HH.

VII. §701.C; "Special Exception Uses:" is hereby amended as follows:

4. Vacation Rental, in accordance with Section 1501.HH.

XIV.-§1415.C; "Unenclosed Storage and/or Parking" is hereby amended as follows:

2. Recreational vehicles, travel trailers, truck tractors, boats and trailers may be parked on a property in accordance with the following requirements:
 - a. The storage of one (1) such vehicle shall be permitted. ~~Such vehicle is permitted to be parked in any yard as long as no portion of the vehicle (including tongue) is located within any public right-of-way, on or above any public sidewalk or easement, or within a distance of five (5) feet from adjoining property lines.~~
 - b. The storage of a second recreational vehicle, travel trailer, truck tractor, boat or trailer shall be permitted if the gross lot size is equal to or greater than two (2) acres, as derived from a recorded deed and/or recorded subdivision plan. ~~The second vehicle shall be permitted only in the side/rear yard, and no portion of the vehicle (including tongue) shall be located within any public right-of-way, on or above any public sidewalk or easement, or within a distance of five (5) feet from an adjoining property. All storage of recreational vehicles, travel trailers, truck tractors, boats or trailers within side or rear yards must be screened so as to prohibit said vehicle from being seen from a neighboring property. There is no exception to this rule for Corner Lots.~~
 - c. All areas used for storage shall be maintained so as to keep vegetation properly trimmed and debris or litter disposed of regularly. Storage of such vehicle shall not exempt the property owner from any property maintenance requirement of

this Ordinance or any other Borough ordinance. Storage areas must also be provided with a hard surface for parking.

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

XV. §1501.HH; "Vacation Rental" is hereby amended as follows:

8. A "Vacation Rental Permit" is required to be obtained from the Borough and must be renewed annually by the property owner, at a fee as determined from time to time by the Borough.

SECTION 2. 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 3. SEVERABILITY.

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

SECTION 4. 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__.

CARROLL VALLEY BOROUGH COUNCIL

ATTEST:

Secretary

Chairman

NEW BUSINESS

FOR YOUR INFORMATION

**Municipal Services Report
December
2022**

Road Work: 281 Man-Hours

- Road work performed included:
 - Hauled Anti-Skid material into both stockpile facilities.
 - Pretreated roadways for Icy conditions.
 - Placed Gabion rocks in ditch of Toms Creek Trail.
 - Repaired a damaged culvert pipe on Cheryl Trail.
 - Trimmed trees on Bluebird Trail.
 - Snow removal and roads treated for ice.
 - Met with several residence that had snow plowing concerns.
 - Removed trees throughout the Borough due to high winds.
 - Cleaned storm drains and culvert pipes after windstorm.

Equipment Maintenance and Repair: 232 Man-Hours

- Municipal Services/Parks/Zoning/STP Departments:
 - Transported MS7 (1999 International D/T) to repair facility.
 - Installed snowplows on F-550 Dump trucks.
 - Repaired calcium pump on MS10 (2012 F550).
 - Installed new snowplow cutting edge and adjusted snowplow height on MS11 (2016 F-550).
 - Adjusted tire chains on MS 6 (2012 International Dump Truck).
 - Cleaned truck beds of salt and washed trucks.

Police Department: 54 man-hours

- Installed code reader on PL22 (2017 Marked Charger) to diagnose fault code.
- Transported police vehicle for speed calibration.
- Removed electronic speed signs, charged batteries, and reinstalled at new locations on Borough roadways.

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

Parks and Property Maintenance: 196 Man-Hours

- Borough office building
 - Replaced vanity lights in administrative and police bathrooms.
 - Replaced battery in motion sensor faucet in public restroom.
 - Assisted with Lake Mae dam inspection (operated inlet and outlet valves).
 - Started cleaning, repairing drywall marks, and painting walls.
 - Removed and stowed Christmas decorations.
 - Shampooed all carpeted areas.
- Carroll Commons Park
 - Routine maintenance included trash removal.
 - Fallen tree limbs removed.
 - Lowered lake water level.
 - Cleaned pavilion before and after rentals.
 - Cut and hauled away fallen tree.

- Lake Kay Mini Park
 - Routine Maintenance consisted of trash collection and removal.
 - Removing fallen tree limbs.

- Municipal services facility
 - Cleaned office and breakroom areas.
 - Mopped and polished office and breakroom area floors.
 - Replaced light bulbs in truck bays.
 - Assisted with repairing an overhead garage door.

- Ranch Trail Park
 - Removed downed tree.
 - Replaced missing shingles on Hertz pavilion.

Miscellaneous, Admin and Training: 34 Man-Hours

- Staff Meetings.
- Performed Driveway permit inspections.
- Took Delivery of John Deere Gator.
- Set up and tear down for Breakfast with Santa.
- Painted all Large Borough properties with “No Hunting” purple paint.
- Transported food for holiday meal baskets and to Fairfield Food Pantry.

Sewer Treatment Plant: 0 Man-Hours

Paid Time Off: 337 Man-Hours

- 241 hours- Sick, Comp and Vacation leave.
- 96 hours- holiday.

Respectfully Submitted,
Brad A. Sanders
Brad A. Sanders
MS Supervisor

Hours/Mileage December 2022

Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours
MS1	2021 Mack Granite	1684	1776	92
MS3	2010 Ford F550 D/T	48845	49278	433
MS4	2001 Chevy B/T	82291	82380	89
MS5	2007 Freightliner Sweeper Truck	15841	15841	0
MS6	2012 INT 7400 D/T	13053	13114	61
MS7	1999 Int 5000 D/T	119983	120154	171
MS8	2015 Mack Granite	13357	13436	79
MS10	2012 Ford F550 D/T	75791	76144	353
MS 11	2016 Ford F550 D/t	36523	37057	534
Total Mileage				1812
EQMS2	2006 Bobcat Skid loader	852	855	3
EQMS3	2021 Volvo loader	84	99	15
EQMS4	580 John Deere 570B Grader	769	769	0
EQMS5	6310 John Deere Boom Mower	1492	1492	0
EQMS6	Bandit Brush Chipper	347.4	349.5	2.1
EQMS10	2019 JCB Backhoe	1163	1182.6	19.6
EQPK1	2015 Scag Mower	1195	1195	0
EQPK3	301A John Deere tractor John Deere Gator	Hour meter Inoperable 0		6.5
EQPK 6	2018 Simplicity mower	382	382	0
Total Equipment hours				46.2



BOROUGH OF CARROLL VALLEY WWTP MONTHLY REPORT

Month: December 2022

Total Monthly Flow- 4.326 MGD

Average Monthly Flow- .140 MGD

Sludge Hauled- 22,000 Gal

Chlorine Usage- 100 Gal

Total Precipitation- 6.08"

Work Conducted and Comments

Due to the average daily temperature dropping the dissolved oxygen levels began to climb. They have been slowly and meticulously lowered back into optimal operational levels.

WWTP truck has been suited up for winter snow removal if necessary.

There was one major rain event that put the plant into hydraulic overload conditions on 12/15-12/17. There were no major issues associated with this condition.

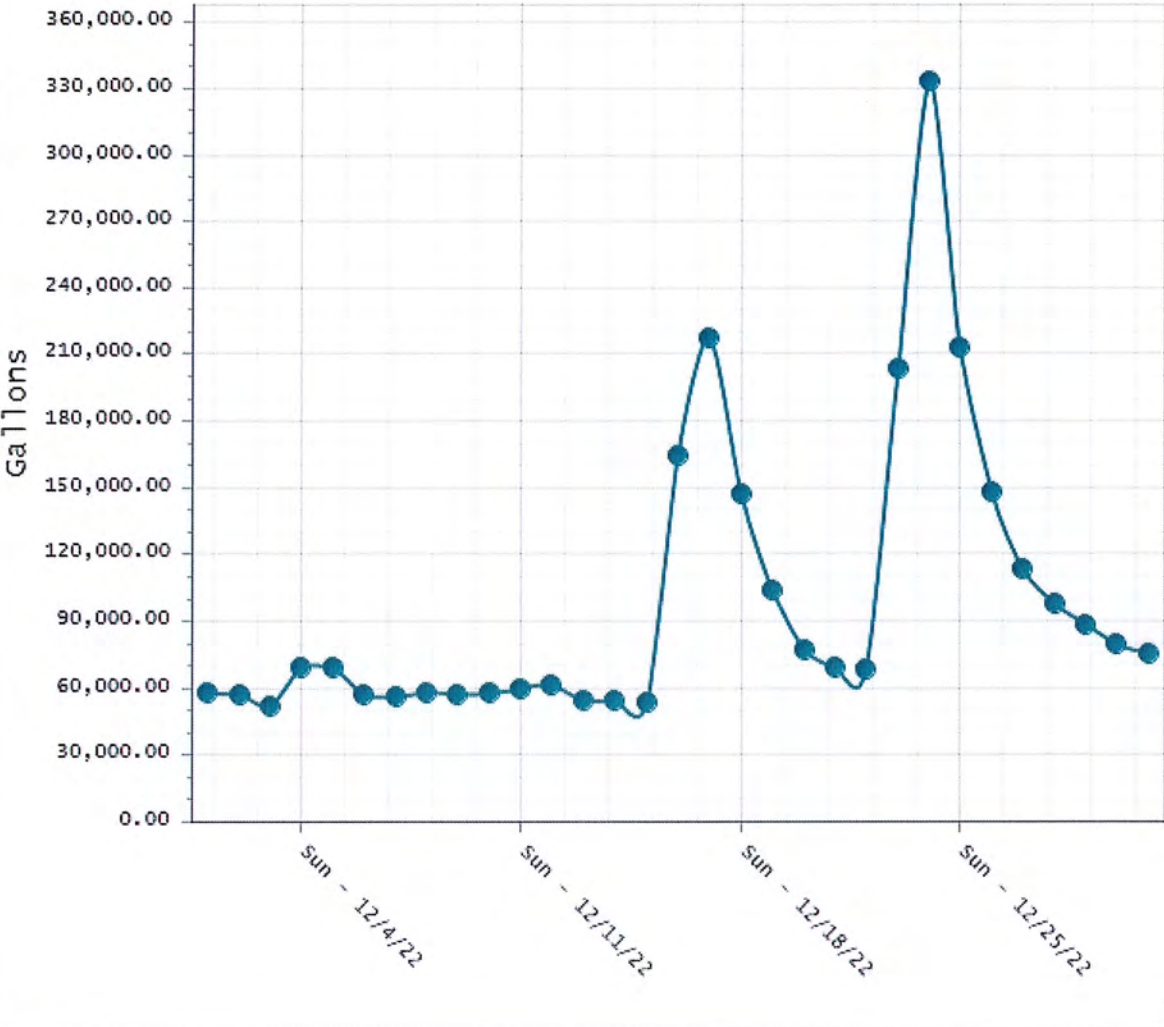
Another major rain event occurred 12/23-12/25. With this event the plant was hydraulically overloaded and we had a flash freeze with -20 wind chills. The plant was run in hydraulic overload for 3 days. There were some minor issues that needed to be addressed such as frozen valves and tanks but overall, it went well for the conditions.

With ski season starting the daily average flow is steadily increasing.

To conserve paper, I have left out the daily calculations for the pumpstations. If any member would like to see them, please reach out and I will email you a copy of them.

Station Effluent (Outflow)

Thu. 12/1/22 to Sat. 12/31/22



Station Effluent (Outflow)

Thu. 12/1/22 to Sat. 12/31/22

