



TUESDAY, MARCH 14, 2023 – 7:00 P.M.

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

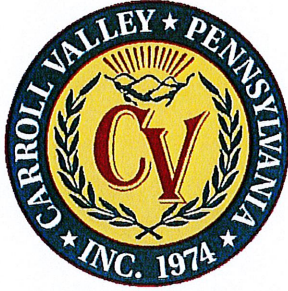
REGULAR MEETING

1. **Approval of Minutes: February 14, 2023 Regular Meeting**
2. **Open to the public**
 - a. Citizens wishing to comment will be recognized in the Order of their listing on the Appearance Sheet and are asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
 - b. Bobby Vaughn – Email for Review
3. **Ordinances and Resolutions**
 - a. Resolution #4-2023: Cooperative Agreement for Tax Collection for Hamiltonban Twp – for Approval
 - b. Resolution #5-2023: Cooperative Agreement for Mental Health Liaison for WellSpan – for Approval
4. **Mayor's Report – R. Harris**
 - a. Police Report
 - Funding Request
 - b. Around Town
 - c. Upcoming Events & Meetings of Interest
 - d. In Requiem
5. **Fire/EMS/EMA Report**
6. **Committee Reports**
 - a. Committee Application
 - b. Planning Commission
7. **Administrative Business – Borough Manager**
 - a. Treasurer's Report – February 2023
 - b. Capital Purchase Requests
 - c. Security Fencing Bid – for Advertisement
 - d. 2023 Materials Bid – for Advertisement
 - e. Lot Appraisal Results
8. **Unfinished Business**
 - a. Grant Funding Updates
 - Resolution #6-2023: Authorizing Submission of Grant Application (C2P2) – for Approval
9. **New Business**
 - a. Resident Request
 - b. DCNR Right-of-Entry Request
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

MEMORANDUM



TO: BOROUGH COUNCIL, DAVE HAZLETT
FROM: MAYOR RON HARRIS
VIA: DAVE HAZLETT, BOROUGH MANAGER
SUBJECT: WOOD SMOKE HEALTH ISSUES
DATE: 3/10/2023
CC: GAYLE MARTHERS, CHIEF WEIKERT

Attached is a message received on Thursday, 3/9/2023, from Mr. Bobby Vaughan of 8 Pheasant Trail. This issue is not addressed based on a review of the current ordinances by the Borough Manager, Chief Weikert, and myself.

mayorronharris@comcast.net

From: Contact form at Carroll Valley, PA <cmsmailer@civicplus.com>
Sent: Thursday, March 9, 2023 11:27 PM
To: rharris
Subject: [Carroll Valley, PA] Health issue due to new neighbors wood stove (Sent by Bobby Vaughan , bobbyevaughan@gmail.com)

Hello rharris,

Bobby Vaughan (bobbyevaughan@gmail.com) has sent you a message via your contact form (<https://www.carrollvalley.org/user/143/contact>) at Carroll Valley, PA.

If you don't want to receive such e-mails, you can change your settings at <https://www.carrollvalley.org/user/143/edit>.

Message:

Hi Ron, I have a new neighbor who moved in a year and this winter they insist on heating with wood. The smoke from their wood stove blankets our property and infiltrates our house somehow. I spoke to the owner and explained that my wife has asthma and I have severe allergies and that the wood smoke is causing a health issues to both my wife and I but after a few days they started burning wood again. We cannot enjoy sitting on our deck or walking in our yard due to all the smoke as our quality of life is negatively impacted by this. I respectfully request your assistance in resolving this issue. BTW our neighbor does have a heating system in their home other than the wood stove. I live at 8 Pheasant Trail, Carroll Valley and my neighbor lives at house # 10. My number is 7173648635.

ORDINANCES and RESOLUTIONS

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: RESOLUTION #4-2023
DATE: 03/10/2023
CC: FILE

Resolution #4-2023 is an intergovernmental cooperation agreement between the Borough and Fairfield Area School District for the joint collection of Taxes. Hamiltonban Township is without an elected or appointed Tax Collector and the School District has asked Phyllis if she would collect for them for the Tax Year 2023/2024. The agreement will expire at the end of the collection period of April 30, 2024. Attached as well is the Agreement that requires approval and signature.

Action Requested: Authorize the execution of Resolution #4-2023 by Borough Staff and Officials and the signing of the Agreement.

BOROUGH OF CARROLL VALLEY
ADAMS COUNTY, PENNSYLVANIA
RESOLUTION #4-2023

A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY PROVIDING FOR AN INTERGOVERNMENTAL COOPERATION AGREEMENT BETWEEN THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA, AND FAIRFIELD AREA SCHOOL DISTRICT FOR THE JOINT COLLECTION OF TAXES PURSUANT TO THE LOCAL TAX COLLECTION LAW, 72 P.S. SECTION 5511.4b

WHEREAS, the Borough of Carroll Valley (the “Borough”) is a Borough organized and existing pursuant to the laws of the Commonwealth of Pennsylvania and is a taxing district as defined in the Local Tax Collection Law (“LTCL”); and

WHEREAS, Fairfield Area School District (“FASD”) is a public school district organized and existing pursuant to the laws of the Commonwealth of Pennsylvania and is a taxing district as defined in the LTCL; and

WHEREAS, there exists a vacancy in the Hamiltonban Township Tax Collector Office, which has not been filled by municipal election nor by the Hamiltonban Township efforts to appoint an interim tax collector for the purpose of collecting school taxes; and

WHEREAS, FASD and the Borough, being conveniently located, desire to enter into an intergovernmental agreement as authorized by the Intergovernmental Cooperation Act, 53 Pa. C.S. §2301 et seq., for the purposes of having the Borough of Carroll Valley Tax Collector undertake all school tax collection duties within Hamiltonban Township and creating a joint tax collection district as authorized by Section 4b of the LTCL, 72 P.S. §5511.4b.

NOW THEREFORE, BE IT RESOLVED and it is hereby RESOLVED, by the Council of the Borough of Carroll Valley, Adams County, Pennsylvania, as follows:

SECTION 1: The Council of the Borough of Carroll Valley hereby approves and authorizes and directs its Borough Manager to execute and deliver an Intergovernmental Cooperation Agreement, a copy of which is attached as Exhibit “A” and incorporated by reference as if fully set forth (the “Agreement”). The specific terms, conditions and provisions of the Agreement are made a part of this Resolution.

SECTION 2: The terms and conditions of the Agreement are those as set forth in the attached Exhibit “A”, incorporated as if fully set forth herein.

SECTION 3: The duration of the Agreement is for a set period of time as set forth in Section 1 of the Agreement (Exhibit “A”) which shall expire April 30, 2024.

SECTION 4: The purpose and objectives of the agreement, including the powers and scope of authority delegated under the Agreement, are those as set forth in the attached Exhibit "A", incorporated as if fully set forth herein.

SECTION 5: The provisions of this Resolution are severable and should any section, subsection, clause, sentence or part be held or declared illegal, invalid and unconstitutional by any court of competent jurisdiction, the decision shall not affect nor impair any of the remaining sections, subsections, clauses, sentences or parts. It is hereby declared to be the intent of the Borough Council that this Resolution would have been adopted if such illegal invalid or unconstitutional section, subsection, clause, or sentence or part had not been included.

SECTION 6: All Resolutions or parts thereof inconsistent with the terms of the Resolution are repealed to extent of such inconsistency.

SECTION 7: This Resolution shall become effective immediately.

DULY ADOPTED, by the Borough Council of the Borough of Carroll Valley this 14th day of March, 2023.

ATTEST:

BOROUGH OF CARROLL VALLEY

Gayle Marthers, Borough Secretary
(SEAL)

By: _____
Richard Mathews, President

APPROVED this 14th day of March, 2023.

By: _____
Ronald J. Harris, Mayor

Exhibit "A"

**AGREEMENT FOR COLLECTION OF
SCHOOL TAXES FOR FAIRFIELD AREA SCHOOL DISTRICT**

This Agreement is entered into this 1st day of March 2023, by and between the Carroll Valley Borough, Carroll Valley Tax Collector and the Fairfield Area School District, a Pennsylvania school district, with offices at 4840 Fairfield Road, Fairfield PA 17320.

WITNESSETH

WHEREAS, there exists a vacancy in the Hamiltonban Township Tax Collector office, which has not been filled by municipal election nor by the Hamiltonban Township efforts to appoint an interim tax collector for the purpose of collecting school taxes.

WHEREAS, the Carroll Valley Borough has no objections in Phyllis Doyle-Smith, Carroll Valley Tax Collector, to collect all school taxes due and owing in the school district from Hamiltonban Township, pursuant to the authority contained in the Local Tax Collection Law, at 72 P.S. 5511.4b; and

WHEREAS, the School District wishes to utilize the services of Phyllis Doyle-Smith to collect all Hamiltonban school taxes due and owing, as provided for by the Local Tax Collection Law, 72 P.S. 5511.4b, which the School District Board is signifying by the adoption of duly-enacted resolution, and

WHEREAS, the Local Tax Collection Law, in allowing for the collection of school taxes, requires the adoption of an agreement setting forth the terms of the collection responsibilities of the Carroll Valley Tax Collector.

NOW, THEREFORE, with the foregoing incorporated herein and made an essential part hereof, the parties, intending to be legal bound hereby, agree as follows:

1. **Term.** The Carroll Valley Tax Collector shall undertake all school tax collection duties within the Hamiltonban Township from March 1st, 2023 through April 30th, 2024. The appointed term will run until April 30, 2024 unless a Hamiltonban Township elected Tax Collector requests to assume those functions in January 2024 and understands they would be responsible to finalize work processed prior to the time they took office.
2. **Duties.** The Tax Collector shall comply with all requirements of the Local Tax Collection Law in the performance of these duties. All records and tax duplicates shall be marked and updated as required, collected revenue shall be timely paid over as required, and the Tax Collector shall remain bonded in carrying out these duties. Moreover, the Tax Collector shall coordinate and communicate with the School District and County as necessary to perform these responsibilities.
3. **Purpose and Objectives.** The purpose of this agreement is to ensure the timely, complete, efficient, and responsible collection of school taxes in the Fairfield Area

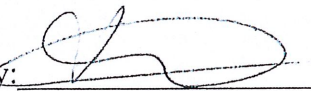
School District with the least amount of disruption or inconvenience to the taxpayers, School District, Hamiltonban Township and County. The objectives of this agreement are: (1) ensure complete tax collection of school taxes; (2) undertake collection by the bonded Tax Collector, (3) minimize any change, uncertainty, or confusion for School District taxpayers and (4) provide for continued collection throughout the term of this Agreement.

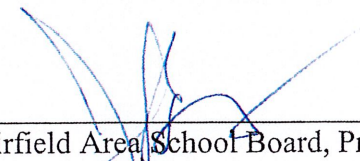
- 4. **Costs.** Any and all other costs and payments for collection, supplies, and materials, shall be as provided for in the Local Tax Collection Law.

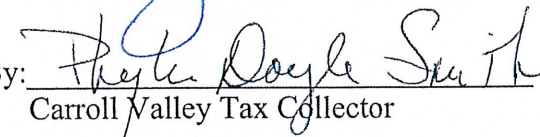
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed the day and year first above written.

NOTE: 22/23 school interims were mailed to Adams County.
ps.

ATTEST

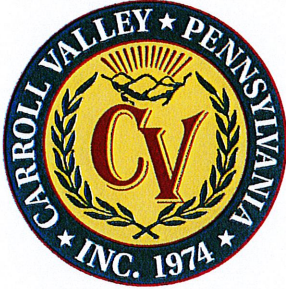
By:  _____

By:  _____
Fairfield Area School Board, President

By:  _____
Carroll Valley Tax Collector

By: _____
Carroll Valley Borough Manager

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: RESOLUTION #5-2023
DATE: 03/10/2023
CC: FILE

Resolution #5-2023 is an intergovernmental cooperation agreement between the Borough and WellSpan Health and York/Adams Mental Health, Intellectual, and Developmental Disabilities Program to combine resources for the purpose of hiring and utilizing a Community Liaison to assist Law Enforcement in its response to the Mental Health needs of the communities served by the Carroll Valley Police Department. Attached as well is the Agreement that requires approval and signature.

Action Requested: Authorize the execution of Resolution #5-2023 by Borough Staff and Officials and the signing of the Agreement.

BOROUGH OF CARROLL VALLEY
ADAMS COUNTY, PENNSYLVANIA
RESOLUTION #5-2023

A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA, AUTHORIZING AN INTERGOVERNMENTAL COOPERATION AGREEMENT WITH WELLSPAN HEALTH AND YORK/ADAMS MENTAL HEALTH, INTELLECTUAL, AND DEVELOPMENTAL DISABILITIES PROGRAM TO COMBINE RESOURCES FOR THE PURPOSE OF HIRING AND UTILIZING A COMMUNITY LIAISON TO ASSIST LAW ENFORCEMENT IN ITS RESPONSE TO THE MENTAL HEALTH NEEDS OF THE COMMUNITIES SERVED BY THE CARROLL VALLEY POLICE DEPARTMENT.

WHEREAS, the Borough of Carroll Valley, Adams County, Pennsylvania (the “Borough”) is a political subdivision of the Commonwealth of Pennsylvania, governed by Pennsylvania’s Borough Code, 8 Pa.C.S.A. § 101, *et seq.* (“Borough Code”); and

WHEREAS, pursuant to the Pennsylvania Intergovernmental Cooperation Act, 53 Pa.C.S. § 2301, *et seq.*, (the “Intergovernmental Cooperation Act”) local governments may enter into intergovernmental cooperation agreements with another governmental unit or local government in the exercise or in the performance of their respective governmental functions, powers, or responsibilities, upon the passage of an ordinance or resolution by its governing body; and

WHEREAS, the Borough Code, 8 Pa.C.S.A. § 1202, authorizes Borough Council to enter into agreements with other political subdivisions in accordance with existing laws, to make joint purchases of materials, supplies or equipment, to perform governmental powers, duties and functions in carrying into effect provisions of the Intergovernmental Cooperation Act, and to enter into agreements with the proper authorities of municipal corporations, regional police or fire forces or other public safety or governmental entities created by two or more municipal corporations under the Intergovernmental Cooperation Act, either for mutual aid or assistance in police and fire protection or any other public safety services, or for the furnishing to or receiving from the municipal corporations or governmental entities police and fire protection or any other public safety services, and to make appropriations for public safety services; and

WHEREAS, the proposed cooperation agreement relating to the hiring and utilization of a community liaison to assist law enforcement in its response to the mental health needs of the communities served by the Carroll Valley Police Department, attached hereto as Exhibit “A” and incorporated herein by reference (the “Cooperation Agreement”) is among and between the Borough, WellSpan Health (“WellSpan”), and York/Adams Mental Health, Intellectual, and Developmental Disabilities Program (“York/Adams MHIDD”), and qualifies as an intergovernmental cooperation agreement in the performance of their governmental functions, powers, and responsibilities; and

WHEREAS, Borough Council deems it beneficial to the Borough and desires to implement and utilize the Cooperation Agreement.

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

Section 1. The above recitals are incorporated herein by reference hereto.

Section 2. Borough Council is hereby authorized to enter into the Cooperation Agreement with WellSpan and York/Adams MHIDD, a copy of the which is attached hereto and incorporated here as Exhibit

“A”. The specific terms, conditions, and provisions of the Cooperation Agreement are made a part of this Resolution.

Section 3. The provisions of this Resolution shall be severable, and if any of its provisions shall be held unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect the validity of any of the remaining provisions of this resolution.

Section 4. All resolutions, or parts thereof, insofar as they are inconsistent herewith, shall be hereby repealed.

Section 5. This Resolution shall become effective immediately.

DULY ADOPTED, by the Borough Council of the Borough of Carroll Valley this ____ day of _____, 2023.

ATTEST:

BOROUGH OF CARROLL VALLEY

Gayle Marthers, Borough Secretary

By: _____
Richard Mathews, President

(SEAL)

APPROVED this ____ day of _____, 2023.

By: _____
Ronald J. Harris, Mayor

EXHIBIT "A"
Cooperation Agreement

Exhibit A

COOPERATION AGREEMENT

This Cooperation Agreement ("Agreement") is made and entered into by and among WellSpan Health, a Pennsylvania non-profit ("WellSpan"), the York/Adams Mental Health, Intellectual, and Developmental Disabilities Program ("County") and the Borough of Carroll Valley ("Borough") (collectively referred to herein as the "Parties").

Background

The Parties desire to combine their respective resources for the purpose of hiring and utilizing a Co-Responder to assist law enforcement in its response to the mental health needs of the communities served by the Borough.

NOW, THEREFORE, intending to be legally bound, the Parties agree as follows:

1. Obligations of the Parties.

- a. For purposes of providing the Services as defined in Section 2 of this Agreement, WellSpan is designated as the employer of record and agrees to assume the following responsibilities:
 - i. Perform all onboarding and human resource management services relative to the Co-Responder position pursuant to its policies and procedures, including compliance with federal, state and local law, provision of benefits, and maintenance of personnel records, medical information, time sheets.
 - ii. Maintain and enforce standards of compliance regarding attendance, hours of work, overtime, employee relations, paid time off, other leaves of absence, and discipline in cooperation with the Borough.
 - iii. Assume responsibility for all insurances, including unemployment compensation and workers compensation insurance, except as provided for by the Borough in Section 1(b), and subject to reimbursement by the County as provided for in Section 1(c).
 - iv. Process payroll and collect, report, and pay applicable federal, state and local taxes, subject to reimbursement by the County as provided for in Section 1(c).
 - v. Ensure the Co-Responder is trained and complies with all federal, state and local laws regarding confidential medical information, record-keeping, and any other matter relevant to the employee's duties as Co-Responder.
 - vi. Assume primary responsibility for enforcement of all Equal Employment Opportunity policies and procedures in cooperation with the Borough, including processing and providing any reasonable accommodation requests pursuant to the Americans with Disabilities Act and Pennsylvania Human Relations Act, processing all requests for leave pursuant to the Family and Medical Leave Act, and undertaking any and all investigations pursuant to federal, state, or local law in cooperation with the Borough.
- b. The Borough is designated as the worksite employer and agrees to assume the following responsibilities:
 - i. Provision of equipment and supplies necessary for the performance of the Services provided for in Section 2, such as adequate space and office equipment, access to the Borough's technology, network and other

facilities pursuant to the Borough's policies and procedures for employees. WellSpan shall ensure proper transportation for the Co- Responder.

- ii. Establish a work schedule for the Co-Responder in cooperation with WellSpan and the County.
- iii. Establish the policies and procedures under which the Co-Responder will perform the Services provided for at Section 2, including implementation of all relevant federal, state and local regulations.
- iv. Establish a chain of command for reporting and supervision of the Co-Responder and provide supervision of day-to-day provision of Services provided for at Section 2.
 - v. Maintain safe working conditions pursuant to its policies and procedures.
 - vi. Complete any referral forms for all referrals made by the Co-Responder.
 - vii. Cooperate with WellSpan regarding the items identified in Section 1.
- c. The County is designated as the funding employer and agrees to assume the responsibilities as follows:
 - i. Reimbursement of all payroll expenses and costs associated with the Co-Responder position, including the provision of any equipment that must be purchased or maintained for the provision of the Services described at Section 2 that are not provided by WellSpan or the Borough.

2. Position.

a. **Hiring and Qualifications.**

- i. WellSpan shall be responsible for hiring a qualified individual for the position in accordance with its policies and procedures.

b. **Job Description.**

- i. WellSpan shall be responsible for generating a job description for the Co-Responder that includes the Services described below and the necessary qualifications.

c. **Services to be Provided (collectively, "the Services").**

- i. Accompany law enforcement on live calls per their request. ii. Follow up with all referrals from law enforcement.
- iii. Provide law enforcement with information as necessary and in compliance with applicable legal requirements to assist officers with disposition of calls.
- iv. Train law enforcement on Crisis Intervention and De-Escalation.
- v. Help law enforcement identify individuals who would benefit from the Co-Responder services.
- vi. Provide monthly data reports to the Parties regarding referrals and other contacts with community members.

d. **Performance Review.**

WellSpan shall conduct performance reviews of the Co-Responder in conformance with its policies and procedures. The Borough shall be permitted to attend the reviews or provide comments to Wellspan for purposes of discussion at the reviews.

e. **Discipline and Termination.**

- i. The Co-Responder shall be an at-will employee of WellSpan, terminable at any time for any reason or no reason by WellSpan.
- ii. The Co-Responder shall be subject to discipline pursuant to WellSpan's policies and procedures. WellSpan may consider compliance with the

Borough's policies and procedures in making a determination regarding discipline.

3. Compensation.

- a. The Co-Responder's compensation shall be established by WellSpan subject to the County's reimbursement obligation set forth herein.

4. Term.

- a. This Agreement, once approved by each of the Parties, shall be effective for a term of three (3) years beginning April 1, 2023, and ending March 31, 2026. This Agreement shall automatically renew for an additional one (1) year term on April 1, 2026, and each year thereafter, unless a Party to this Agreement provides written notification of its intent to terminate the Agreement to each other Party not less than 60 calendar days prior to the end of a term.
- b. This Agreement may be terminated by any Party upon 60 calendar days' notice, at which point the Position will be eliminated.

5. Indemnification.

- a. WellSpan, the Borough, and the County will indemnify each other and hold harmless their respective affiliates, directors, officers, employees, subcontractors, agents and assigns from and against any and all claims, losses, liability, damages and expenses (including reasonable attorney's fees) incurred, arising out of, or related to the negligence or willful misconduct by any person, including the Co- Responder, for whose conduct the indemnitor is responsible pursuant to this Agreement or which arises from the performance or the Services hereunder. Notwithstanding the foregoing, the Borough's indemnification shall extend only to such liabilities that arise from an action which can be properly brought against the Borough as an exception to governmental immunity in accordance with the Political Subdivision Tort Claims Act, 42 Pa. C.S. § 8541, *et seq.* and in accordance with such limits of liability set forth in said act. The Borough does not in any manner waive its rights and immunities provided by applicable law and/or regulation by entering into this Agreement.
- b. All indemnifications made by the parties under this Agreement shall survive the expiration or any termination of this Agreement.

6. Other.

- a. This Agreement is not intended to and does not create any contractual rights or obligations with respect to any third-party, including the Co-Responder.
- b. Any disputes arising hereunder shall be resolved pursuant to the laws of the Commonwealth of Pennsylvania, except to the extent supplemented, superseded or preempted by federal law.
- c. The venue for any action arising out of this Agreement shall be Adams County.
- d. This Agreement contains all the terms and conditions of the parties' mutual understanding. There are no oral or written provisions of their understanding. This Agreement may be amended, modified, or clarified only in writing signed by the parties and with specific reference to the provisions of this document.
- e. Co-responder provide services to multiple municipalities in Adams County. Participating municipalities shall generally have an executed copy of the Cooperation Agreement on file with the County. Parties recognize that individual agreements are binding when services are rendered for the named department/municipality only.

IN **WITNESS WHEREOF** and intending to be legally bound thereby, this Agreement has been duly approved by the Borough of Carroll Valley, the County, and WellSpan in accordance with each Party's legal requirements, and each Party agrees that the signators below are authorized to execute the same.

CARROLL VALLEY

Name: Richard Mathews
Title: Council President

Date approved: _____

WELLSPAN HEALTH

Name:
Title:

Date approved: _____

YORK/ADAMS MH-IDD

Name: Casey Darling-Horan
Title: York/Adams
MH/IDD

Date approved: _____

WITNESS/ATTEST

Name:

Date

Name:

Date

Name:

Date

MAYOR'S REPORT



February 2023 Police Report

by

Chief Clifford J. Weikert
Carroll Valley Borough Police



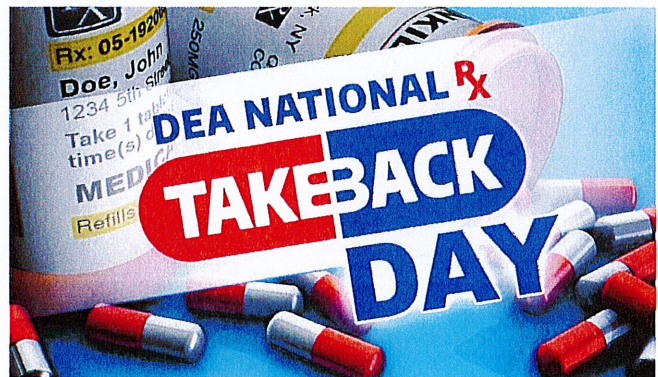
Special Events:



- St. Patty's day, March 17th signals the start of enhanced DUI enforcement. Officers will be out on grant funded patrols focused on locating impaired operators

and removing them from the road. After that, CVPD will have officers out on additional patrols addressing aggressive driving. Please have a designated driver and watch your speed for your safety and the safety of those around you.

- April 22th from 10AM to 2PM, Carroll Valley Police Department, with Liberty Twp and Cumberland Twp PDs, in cooperation with the US Drug Enforcement Agency and Collaborating for Youth, will give the public its 24th opportunity in 10 years to prevent pill abuse and theft by removing from their homes potentially dangerous expired,



unused, and unwanted prescription drugs. Start collecting them now and bring your pills for disposal. Find other locations at http://www.deadiversion.usdoj.gov/drug_disposal/takeback/



- As a reminder, the Carroll Valley Borough Police Department has partnered with the Rite Aid Foundation and KidCents Safe Medication Disposal Program to offer a medication disposal unit at the police station. Items accepted include prescription medications and over-the-counter medications. This collection will not accept illegal drugs or paraphernalia, lotions or liquids, inhalers, aerosol cans, needles, thermometers and hydrogen peroxide. Drop off can be made anytime the office is open. The department does not collect any information from the individual dropping off the medications.

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: 03/08/2023

Beginning Date: 02/01/2023

Ending Date: 02/28/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Carroll Valley Borough

Total Offenses 2 **Clearance Rate** 0
 % change from last year -77.78% Last years rate 22.22%

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

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

Arrest Rate per 100,000 Population : 0.00

Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	0
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	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
Drunkness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	0	0	0	0	0
All Other Offenses	0	0	0	0	1
Total Group B Arrests	0	0	0	0	1
Total Arrests	0	0	0	0	1

Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny	2		7
Motor Vehicle Theft			
Arson			
Simple Assault			
Intimidation			
Bribery			
Counterfeiting/Forgery			
Vandalism			1
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud			1
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			
Incest			
Statutory Rape			
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
Total Group "A"	2		9

Crime Against Person

- This year
 - Last year
 0 - Percent Change

Crime Against Property

2 - This year
 9 - Last year
 -77.78% - Percent Change

Crime Against Society

- This year
 - Last year
 0 - Percent Change

Population: 1

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

Calls for Service:

Carroll Valley Calls for Service Month	Total	Carroll Valley Calls for Service YTD	Total
ANIMAL COMPLAINT	6	ALARM	4
ASSIST - FIRE/EMS	15	ANIMAL COMPLAINT	11
ASSIST - OTHER POLICE	7	ASSIST - FIRE/EMS	31
DOMESTIC DISTURBANCE	3	ASSIST - OTHER POLICE	9
MENTAL HEALTH / WELFARE	2	DISTURBANCE/NOISE	3
MISC CALL FOR SERVICE	11	DOMESTIC DISTURBANCE	7
TRAFFIC COMPLAINT	10	FRAUD	7
VEHICLE STOP	9	MENTAL HEALTH / WELFARE	7
Z FOLLOW-UP	21	MISC CALL FOR SERVICE	15
ALARM	2	MISSING/LOST PERSON	1
THREATS / HARRASSMENT / STALKING	1	SUSPICIOUS ACTIVITY	11
SUSPICIOUS ACTIVITY	8	THEFT	9
FRAUD	2	THREATS / HARRASSMENT / STALKING	3
THEFT	2	TRAFFIC COMPLAINT	20
PTFTNA - PTHEFT NOT ACTV	1	TRESPASS	1
TRESPASS	1	VEHICLE CRASH	6
Z COURT / JUSTICE	1	VEHICLE STOP	33
Grand Total	102	Z COURT / JUSTICE	1
		Z FOLLOW-UP	46
		Grand Total	225

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	6
1543 (Title 75) - Driving while operating privilege is suspended or revoked	1
3323 (Title 75) - Stop signs and yield signs	2
3361 (Title 75) - Driving vehicle at safe speed	1
Grand Total	10

Miscellaneous:

Calls for Service		February 2022	February 2023	YTD 2022	YTD 2023
	Calls from Public	72	91	224	189
	Officer initiated	8	11	73	36
	Total CV Calls	80	102	297	225

Vehicle Mileage					
			Starting	Ending	Total
20		2017 Dodge Charger Unmarked	22,021	22,164	143
22		2017 Dodge Charger Marked	69,785	71,320	1,535
21		2014 Dodge Charger Unmarked	99,764	100,897	1,133
24		2014 Dodge Charger Marked	93,506	94,047	541
				Total	3,352



February 2023 Fairfield Police Report Supplement



by
Chief Clifford Weikert
Carroll Valley Borough Police

Calls for Service:

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

Fairfield Calls for Service Month	Total	Fairfield Calls for Service YTD	Total
ASSIST - FIRE/EMS	1	ASSIST - FIRE/EMS	5
FRAUD	1	CRIMINAL MISCHIEF	1
MENTAL HEALTH / WELFARE	2	DOMESTIC DISTURBANCE	2
MISC CALL FOR SERVICE	2	FRAUD	1
SUSPICIOUS ACTIVITY	1	MENTAL HEALTH / WELFARE	2
THREATS / HARRASSMENT / STALKING	1	MISC CALL FOR SERVICE	6
TRAFFIC COMPLAINT	2	SEX OFFENSE	1
VEHICLE CRASH	1	SUSPICIOUS ACTIVITY	1
VEHICLE STOP	11	THEFT	1
Grand Total	22	THREATS / HARRASSMENT / STALKING	1
		TRAFFIC COMPLAINT	3
		VEHICLE CRASH	1
		VEHICLE STOP	22
		Z FOLLOW-UP	1
		Grand Total	48

Citations:

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

Citation, Faulty Equipment, Warning	Count:
1301 (Title 75) - Registration and certificate of title required	10
1371 (Title 75) - Operation following suspension of registration	1
1501 (Title 75) - Drivers required to be licensed	1
1786 (Title 75) - Required financial responsibility	1
4303 (Title 75) - General lighting requirements	1
Grand Total	14



Offense and Arrest Summary Report

Printed On: 03/08/2023

Beginning Date: 02/01/2023

Ending Date: 02/28/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Fairfield Borough

Total Offenses 1 **Clearance Rate** 0
 % change from last year -66.67% Last years rate 33.33%

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

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

Arrest Rate per 100,000 Population : 0.00

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

Offense Reporting

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

Crime Against Person

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

Crime Against Property

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

Crime Against Society

- This year
 - Last year
 0 - Percent Change

Population : 1

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

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: CLIFFORD WEIKERT, CHIEF OF POLICE
VIA: MAYOR RONALD HARRIS
SUBJECT: PROPOSAL AED FOR BOROUGH OFFICE
DATE: 3/8/2023

I am requesting the Council approve the purchase of an AED for the Borough office. I believe it will save lives since our officers can't always be at the office. There are times we are on incidents and time is a factor to save lives in a sudden cardiac event. I have outlined the need, cost, and training for the device. I have also attached a quote for the device. I have been coordinating with David Hazlett for this request.

Need:

An automated external defibrillator (AED) is needed in the Borough Office to help our visitors who may experience a sudden cardiac arrest event. An AED is a sophisticated medical device that can analyze the heart's rhythm and, if necessary, deliver an electrical shock, or defibrillation, to help the heart re-establish an effective rhythm. The value of using an AED within the first 5 minutes of a person collapsing has been shown to dramatically increase the survival rate of people suffering from cardiac arrest.

Product & Cost:

LIFEPAK CR2 Defibrillator, Fully Automatic, WIFI, English, Carrying Case, 8-year warranty. The device includes one (1) PR QUIK-STEP electrodes and (1) one battery (4 years) =< \$3,100
Alarmed AED Wall Cabinet =< \$200
Total cost with training and equipment =<\$3,400.

Training:

CPR and AED Training will be provided by the Director of Adams Regional Emergency Medical Services (AREMS) Chief Brian Wheeler, a local Carroll Valley resident, and member of the Public Safety Committee. Cost \$10 per student who will be issued a CPR and AED Certification Card.



CR2 AED

Quote Number: 10654149

Version: 1

Prepared For: ADAMS REG EMS

Attn:

Remit to: **Stryker Medical**

P.O. Box 93308

Chicago, IL 60673-3308

Rep: Jacky Wilson

Email: jacky.wilson@stryker.com

Phone Number: (484) 467-5893

Quote Date: 02/14/2023

Expiration Date: 05/15/2023

Delivery Address

Name: ADAMS REG EMS

Account #: 1076048

Address: 21 N BOLTON ST

NEW OXFORD

Pennsylvania 17350-1301

End User - Shipping - Billing

Name: ADAMS REG EMS

Account #: 1076048

Address: 21 N BOLTON ST

NEW OXFORD

Pennsylvania 17350-1301

Bill To Account

Name: ADAMS REG EMS

Account #: 1337302

Address: 13 N BOLTON ST

NEW OXFORD

Pennsylvania 17350-1301

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	99512-001263	LIFEPAK CR2 Defibrillator, Fully Automatic, WIFI, English, carrying case, 8 year warranty. Includes 1 PR QUIK-STEP Electrodes and 1 battery (4 years each), LIFELINKcentral AED Program Manager Basic Account, USB cable, Operating Instructions	1	\$3,028.06	\$3,028.06
Equipment Total:					\$3,028.06

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-LP1K-LPCR2	TRADE-IN-STRYKER LIFEPAK 1000 TOWARDS PURCHASE OF LIFEPAK CR2	1	-\$400.00	-\$400.00

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$37.85
Grand Total:	\$2,665.91

Prices: In effect for 30 days

Terms: Net 30 Days

FIRE/EMS/EMA REPORT

FAIRFIELD FIRE & EMS

Fire Report – FEBRUARY, 2023

Calls for the Month – 20
Year to Date Total - 48

<u>Nature of Call(s)</u>		<u>Location of Call(s)</u>	
Fire Police -	04	Carroll Valley Borough	07
Fire – Structure	01	Fairfield Borough	00
Medical Assist	05	Franklin Township	01
Chimney Fire	01	Freedom Township	01
Motor Vehicle Accident	01	Hamiltonban Township	05
Landing Zone	00	Highland Township	02
Automatic Fire Alarm	01	Liberty Township	02
Controlled Burn	01		
Public Service	03	Cumberland Township	02
Brush Fire	01		
Utility Wires	02		



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

MONTHLY FIRE REPORT FOR FEBRUARY 2023

Breakdown of calls by type:

Building fire.....	2
Medical Assist.....	2
Vehicle Accidents.....	1
Chimney Fire.....	1
Carbon Monoxide Alarm.....	1
Brush Fire.....	1
Transfer.....	1
<u>Good Intent.....</u>	<u>3</u>
TOTAL	12

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

David Martin
Fire Chief

cc: Carroll Valley Borough
Hamiltonban Township
Liberty Township

Fountain Dale Volunteer Fire Department



Fairfield, PA

This report was generated on 3/1/2023 10:54:15 AM

Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 02/01/2023 | End Date: 02/28/2023

Incident Date	Address	Incident Type
02/03/2023	Koons Road, Waynesboro, PA 17268	Dispatched & cancelled en route
02/03/2023	Sabillasville Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
02/03/2023	Marten Trail, Fairfield, PA 17320	CO detector activation due to malfunction
02/11/2023	Bullfrog Road, Gettysburg, PA 17325	Building fire
02/11/2023	Carrolls Tract Road, Fairfield, PA 17320	Dispatched & cancelled en route
02/12/2023	Cold Spring Road, Waynesboro, PA 17268	Building fire
02/15/2023	Harbaugh Valley Road, Fairfield, PA 17320	Motor vehicle accident with injuries
02/15/2023	Old Forge Road, Waynesboro, PA 17268	Brush or brush-and-grass mixture fire
02/16/2023	Old Forge Road, Waynesboro, PA 17268	Dispatched & cancelled en route
02/16/2023	Monterey Lane, Blue Ridge Summit, PA 17214	Cover assignment, standby, moveup
02/17/2023	Naylor Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
02/25/2023	Creek View Trail, Fairfield, PA 17320	Chimney or flue fire, confined to chimney or flue

Total Incidents: 12

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



emergencyreporting.com

COMMITTEE REPORTS



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

Date _____

Committee Application

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

Contact Information

Name michael jones Home Phone 717-357-2649
 Address 74 toms creek trail Work Phone 717-357-2649
 City, State, Zip fairfield pa 17320 email mrjones27027@yahoo.com

Committee Interest

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

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

Background Information

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

Check times you can attend a meeting:

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

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

- Monday Wednesday
 Tuesday Thursday

How many years have you lived in Carroll Valley? 20 Highest Level of Education Attained: 12

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

Why do you want to serve?

I've lived and worked in Carroll Valley many years and I think it is important for working class citizens to be properly represented.

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

I am a responsible blue collar single parent, I have been self employed for 30 yrs, was married for 20 and I believe Government should be run by the people and for the people. I was told that because of there is not enough CV residents involved, some have to serve on multiple committees. It is important to have deversity in Gov. and my involvement will free others that serve on more than one board.

Reference (Please Include one personal reference.)

Ginger Watson 2901 Tract Road (717) 552-1685

Name Address Phone Number

MEMORANDUM



TO: BOROUGH COUNCIL; MAYOR
FROM: DAVID HAZLETT, BOROUGH MANAGER
SUBJECT: PC MEETING NOTES
DATE: 3/10/2023
CC: GAYLE MARTHERS

Planning Commission Meeting Notes

All discussions at the PC meeting centered on the continued deliberations regarding the proposed trailer restrictions.

- Members received and reviewed the “Trailer Ordinance” recommendations I prepared, which stated:
 - Revised definitions of Recreational Vehicle and Camper Trailer
 - Remove “Recreational Vehicles” and “Truck Tractors” from the list of vehicle types this ordinance regulates.
 - Allow the keeping of Three (3) travel trailer(s), boat(s), or trailer(s) per lot with a permitted primary structure, with an exception to allow a 4th if the property owner provides a hard surface for at least 2 of the trailers, and the property is a minimum of 2 acres.
 - Remove the storage requirement on “hard surfaces,” as the new proposed definition excluded anything with a motor.
 - Keep the requirement that all areas used for storage shall be maintained to keep vegetation properly trimmed and debris or litter disposed of regularly.
 - Keep the requirement that all vehicles maintain valid registration and inspection and prevent the leakage of fuels and/or lubricants into the ground due to concerns about the potential contents on the trailer.
- Following discussion, Members agreed by consensus to revise the ordinance to address the issues as outlined. A revision will be prepared and reviewed at next month’s PC meeting. Members also requested “hard surface” be removed from bullet point three pertaining to the number of trailers allowed on a property.

ADMINISTRATIVE BUSINESS

BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 28 FEBRUARY 2023

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD	\$41,110.16	\$0.00	\$0.00	\$145.50	\$74,588.54	\$0.00		
CHECKING ACCOUNT	\$1,638,549.07	\$0.00	\$207,643.92	\$0.00	\$0.00	\$685,461.43	\$2,531,654.42	\$0.00
INVESTMENTS	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00
PETTY CASH	\$74,705.63	(\$3,194.61)	\$834,230.04	\$0.00	\$995,411.97	\$0.00	\$1,901,153.03	\$0.00
DUE FROM OTHER FUNDS	\$1,380,923.70	\$11,887.96	\$357,931.73	\$0.00	\$156,387.67	\$0.00	\$1,907,131.06	\$0.00
DUE TO OTHER FUNDS	\$16,345.92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,345.92	\$0.00
LIABILITIES	\$357,520.24	(\$15,082.57)	\$683,967.23	\$145.50	\$913,612.84	\$685,461.43	\$2,625,624.67	\$0.00
NET BALANCE	\$575,359.81	(\$14,676.99)	\$629,556.32	\$145.50	\$957,208.94	\$683,196.81	\$3,698,417.92	\$0.00

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$186,719.55	\$4,685.00	\$122,275.69	\$0.00	\$3,180.15	\$2,264.62	\$319,125.01	\$0.00
ACTUAL EXPENDITURES (-)	\$434,275.25	\$2,724.20	\$49,262.82	\$0.00	\$45,223.22	\$0.00	\$531,485.49	\$0.00
ENCUMBERED FUNDS (-)							\$0.00	\$0.00
NET TRANSACTION BALANCE	(\$247,555.70)	\$1,960.80	\$73,012.87	\$0.00	(\$42,043.07)	\$2,264.62	(\$212,360.48)	\$0.00

END OF PERIOD								
CHECKING ACCOUNT	\$62,392.33	\$0.00	\$0.00	\$145.50	\$74,588.54	\$0.00	\$137,126.37	\$0.00
INVESTMENTS	\$1,628,378.08	\$0.00	\$207,643.92	\$0.00	\$0.00	\$685,461.43	\$2,521,483.43	\$0.00
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$0.00
DUE FROM OTHER FUNDS	\$98,588.91	\$1,490.39	\$874,696.79	\$0.00	\$996,411.97	\$0.00	\$1,971,188.06	\$0.00
DUE TO OTHER FUNDS	\$1,380,923.70	\$14,281.58	\$379,799.67	\$0.00	\$156,387.67	\$0.00	\$1,931,392.62	\$0.00
LIABILITIES	\$35,867.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,867.03	\$0.00
NET BALANCE	\$372,993.59	(\$12,791.19)	\$702,566.04	\$145.50	\$914,612.84	\$685,461.43	\$2,662,988.21	\$0.00

Range of Checking Accts: GENERAL FUND to GENERAL FUND Range of Check Ids: First to Last
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
40031	02/14/23	A1FLE005 A1 FLEET MAINTENANCE			1
		23-00001 MS6: Brake Chamber Brackets	220.00		
		V3-00028 MS7: Replace Motor Mounts	997.22		
			<u>1,217.22</u>		
40032	02/14/23	ACTC0005 AC&T CO, INC.			1
		V3-00007 MS: Propane	702.58		
		V3-00008 Fuel & Diesel Fuel: January 20	4,169.62		
			<u>4,872.20</u>		
40033	02/14/23	ADAMS020 ADAMS ELECTRIC COOPERATIVE, IN			1
		V3-00009 STP: Sanders Rd. Pump Station:	2,301.95		
		V3-00010 STP: Country Club Trl: Pump St	158.59		
		V3-00011 Boro Office: Svc 1/1/23-2/1/23	1,252.34		
			<u>3,712.88</u>		
40034	02/14/23	ADAMS035 ADAMS COUNTY COUNCIL OF GOVT			1
		V3-00035 COG Dues for 2023	100.00		
40035	02/14/23	AMAZ0005 AMAZON CAPITAL SERVICES			1
		V3-00030 Shop Lights, Beacon, Door Hing	390.58		
		V3-00042 2023 Daddy Daughter Dance DJ	1,793.62		
			<u>2,184.20</u>		
40036	02/14/23	ATLAN005 ATLANTIC TRACTOR			1
		V3-00027 Oil and Filter for Gator	32.28		
40037	02/14/23	COMMU005 COMMUNITY MEDIA OF SOUTH CENT			1
		V3-00015 CVB Council Meeting: January 2	220.00		
40038	02/14/23	FIRE005 FIRED UP! ENTERTAINMENT			1
		V3-00043 2023 Daddy Daughter Dance DJ	350.00		
40039	02/14/23	GOVER005 GOVERNMENT MANAGEMENT SERVICES			1
		V3-00023 Retainer for the month of Janu	3,000.00		
40040	02/14/23	KELLE005 KELLER ENGINEERS, INC.			1
		V3-00036 Phase 2: WWTP Expansion	235.50		
		V3-00037 Chapter 94 Report	1,293.75		
			<u>1,529.25</u>		
40041	02/14/23	KEYST005 KEYSTONE MUNICIPAL INSURANCE			1
		V3-00034 2 of 4 KMIT WC 2023	5,892.75		
40042	02/14/23	KPITE005 KPI TECHNOLOGY			1
		V3-00001 SEO Services	910.50		
40043	02/14/23	LABOR005 LABORATORY, ANALYTICAL & BIOLO			1
		V3-00016 STP: Testing January 2023	276.00		

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #		Description			Contract
40044	02/14/23	MILHI005 Milhimes Automotive			1
		23-00003 MS11: Replaced Turbo Labor and	4,011.30		
40045	02/14/23	PAMUN010 PA MUNICIPAL HEALTH INSURANCE			1
		V3-00012 March 2023: Major Medical, Den	36,607.62		
40046	02/14/23	PECKS005 PECKS SEPTIC SERVICE, LLC			1
		V3-00025 STP: Sludge Removal/Disposal	3,162.50		
40047	02/14/23	PENNS015 PENNSYLVANIA ONE CALL SYSTEM,			1
		V3-00021 January 2023: Activity Fee	4.24		
40048	02/14/23	RIVER005 RIVER BARRY			1
		V3-00019 Daddy Daughter Dance: Final Pa	250.00		
40049	02/14/23	SAGET005 SAGE TECHNOLOGY SOLUTIONS			1
		V3-00017 Lobby Door Software: Re-install	82.50		
40050	02/14/23	SALZM005 SALZMANN HUGHES, P.C.			1
		V3-00022 Represenation as Borough Solic	1,724.70		
40051	02/14/23	SELEC005 SELECTIVE INSURANCE			1
		V3-00041 Flood Insurance: 4/11/23-4/10/	1,121.00		
40052	02/14/23	SHEAL005 SHEALERS SEPTIC SERVICE			1
		V3-00033 HT: January 2023	4,250.00		
40053	02/14/23	SPECI005 SPECIALTY GRANULES INC.			1
		V3-00026 Anti-Skid	678.45		
		V3-00029 Anti-Skid	1,417.95		
			<u>2,096.40</u>		
40054	02/14/23	STACY005 STACY L. KRIETZ			1
		V3-00039 Office Cleaning: 1/29/23-2/11/	316.00		
40055	02/14/23	STOUF005 STOUFFER MECHANICAL CONTRACTOR			1
		V3-00006 Boro Building Heating Issue	637.50		
40056	02/14/23	THEYO005 THE YORK WATER COMPANY			1
		V3-00013 Water: Svc 12/22/22-1/22/23	69.48		
40057	02/14/23	TOSHI005 TOSHIBA FINANCIAL SERVICES			1
		V3-00038 February 2023: Copier Lease	351.83		
40058	02/14/23	TREYS005 TREYSTA TECHNOLOGY MANAGEMENT			1
		V3-00018 500 GB SSD Internal Memory	69.95		
		V3-00032 Client Support	36.38		
			<u>106.33</u>		
40059	02/14/23	USMUN005 U.S. MUNICIPAL SUPPLY, INC.			1
		23-00002 Pinehurst Trail Sign	45.16		

Check # PO #	Check Date Description	Vendor	Amount Paid	Reconciled/Void	Ref Num Contract
40060	02/14/23	WESTP005 WEST PENN POWER			1
	V3-00002	14 Ranch Trl: Svc 12/30/22-1/3	100.06		
	V3-00003	14 Ranch Trl: Barn: Svc 12/30/	34.24		
	V3-00004	Green Trl: Svc 12/30/22-1/30/2	10.37		
	V3-00005	Ranch Trl: Svc 12/30/22-1/30/2	52.24		
	V3-00014	Street Lights	<u>2,563.62</u>		
			2,760.53		
40061	02/14/23	WILLI005 WILLIAMS SCOTSMAN, INC.			1
	V3-00024	STP: Febraury 2023 Office Trai	665.63		
40062	03/01/23	ACTC0005 AC&T CO, INC.			2
	V3-00053	MS: Propane	749.64		
40063	03/01/23	ADAMS020 ADAMS ELECTRIC COOPERATIVE, IN			2
	V3-00055	Pavilion: Svc 1/1/23-2/1/23	209.08		
	V3-00056	Ski Run Trl: Svc 1/1/23-2/1/23	40.50		
	V3-00057	MS Bldg: Svc 1/1/23-2/1/23	141.04		
	V3-00058	Trout Run Trl: Svc 1/1/23-2/1/	40.50		
	V3-00059	Jacks Mtn Bridge: Svc 1/1/23-2	45.68		
	V3-00060	Street Lights	<u>1,681.56</u>		
			2,158.36		
40064	03/01/23	AMERI005 AMERICAN UNITED LIFE INS			2
	V3-00050	Life & Disability Premium: Mar	891.31		
40065	03/01/23	ANDYO ANDREW YOUNG			2
	V3-00054	Daddy Daughter Dance Refund	25.00		
40066	03/01/23	ATTM0005 AT&T MOBILITY			2
	V3-00045	wireless Svc: 1/19/23-2/18/23	91.31		
	V3-00046	GeoTabs: 1/19/23-2/18/23	<u>365.75</u>		
			457.06		
40067	03/01/23	BOYER010 BOYER & RITTER CPA			2
	V3-00061	Progress Bill: FY22 Audit	9,000.00		
40068	03/01/23	ENVIR005 ENVIREP			2
	23-00005	Annual Pump Station Service	1,312.35		
40069	03/01/23	GFPET005 GF PETTY CASH - GAYLE MARTHERS			2
	V3-00044	Postage - DEP Reimbursement	13.40		
40070	03/01/23	HARRI010 HARRINGTON EQUIPMENT			2
	23-00009	Coolant Hose for Generator	20.20		
40071	03/01/23	KEYST005 KEYSTONE MUNICIPAL INSURANCE			2
	V3-00051	2022 Audit Workers Compensatio	3,801.00		
40072	03/01/23	LABOR005 LABORATORY, ANALYTICAL & BIOLO			2
	V3-00048	STP: Testing February	300.00		

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
40073	03/01/23	NULLS005 NULLS LIQUID CHLORINE		2
23-00007	Sodium Hypochlorite	1,028.00		
40074	03/01/23	PLANE005 PLANET TECHNOLOGIES		2
23-00006	2023 Office 365/Email Hosting	5,046.36		
40075	03/01/23	STACY005 STACY L. KRIETZ		2
V3-00049	office cleaning: 2/12/23-2/25/	316.00		
40076	03/01/23	TREYS005 TREYSTA TECHNOLOGY MANAGEMENT		2
V3-00047	Battery Back-Up	799.95		
V3-00052	IT Support	1,250.00		
V3-00062	March 2023: IT Support	684.20		
		<u>2,734.15</u>		

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	46	0	110,412.83	0.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	<u>46</u>	<u>0</u>	<u>110,412.83</u>	<u>0.00</u>

MEMORANDUM



TO: BOROUGH COUNCIL, DAVE HAZLETT
FROM: BRAD SANDERS, MUNICIPAL SERVICES
SUBJECT: SECURITY CAMERAS: 14 RANCH TRAIL
DATE: 3/10/2023
CC: GAYLE MARTHERS, CHIEF WEIKERT

As discussed in the February 14, 2023; Borough Council Meeting, a new quote was procured to upgrade the proposed 8MP Security Camera System to the recommended 12MP system. The System as quoted will include five (5) exterior, 12 megapixel cameras that will offer video surveillance of the 14 Ranch Trail facility. Due to the increased megapixels; the system will require a 1-16 Power Over Ethernet (POE) switch. Likewise, the additional Mega Pixels will require a recorder with a larger storage capacity; the quote for that unit is included in the revised quote. Please review the information below:

Atlantic Security System; Hagerstown MD \$8,870

1-16 Channel NVR w/10TB storage
1-16 Port POE Switch
1-LCD Monitor
5-Exterior 12 MP IP bullet cameras
500'-Cat 5E cable
Labor to Install

This system will be capable of monitoring and recording; thus offering 24-hour surveillance of the police impound yard, fueling station and municipal services' building access points.

This Surveillance System was budgeted at \$6,580.00 and was included in the approved 2023 budget as a Capital Expenditure in the line item "MS Security" with a total budget of \$36,380.00.

Action Requested: Following the recommendation of Council, the increased Megapixels in the cameras will provide much better quality of video in the event that there is an incident. I ask that Council approve the purchase of the Camera Surveillance System from Atlantic Security Systems, Inc in the amount of \$8,870.

Respectfully Submitted,
Brad Sanders



116 Francis Avenue

19741 Leitersburg Pike Hagerstown, MD 21742

Mike Whittington 301-491-8318

mikew@atlanticsecurity.net

Quote for: Carroll Valley Borough

Camera System Summary 12 MP Cameras

1-16 channel NVR

- Up to 12 MP recording
- 10 TB storage

1-16 port POE switch

1-LCD monitor

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

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

Labor to install equipment

500' Cat 5E cable

Shop supplies

Summary (install new professional grade high definition IP system)

Total Parts & Labor Price

\$7,930

Labor to pull wire

\$940

MEMORANDUM



TO: BOROUGH COUNCIL
FROM: BRAD SANDERS
SUBJECT: VIBRATORY ROLLER PURCHASE
DATE: 3/9/2023
CC: DAVE HAZLETT; GAYLE MARTHERS

Please consider the purchase of a 73" vibratory roller attachment for the 2006 Bobcat skid-steer Loader. The Borough rents this type of equipment several times each year in order to complete routine maintenance on the roads and parking areas. Currently, we rent this equipment at a rate of \$232.30 per day with most projects requiring a two to three (2-3) day rental. With this equipment on hand, we could complete projects without the delays of traveling to pick-up and return a rental thereby increasing the efficiency of the department. It would also allow my crew and I to schedule and complete smaller projects as needed instead putting off a repair until there are several projects to complete at one time when the cost of the roller-rental is a better financial decision.

Although this is not a budgeted expenditure for 2023, this equipment would greatly improve the ability of my department to complete everyday tasks as well as larger projects and ultimately save money in future budgets.

I have three (3) telephonic quotes for your consideration:

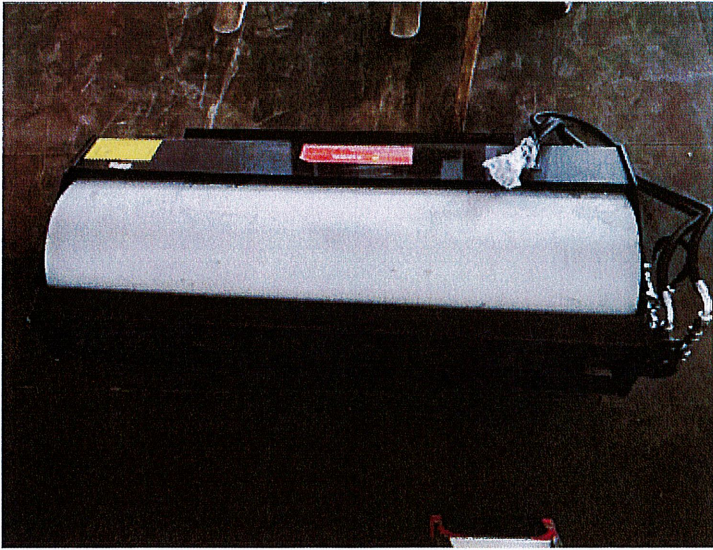
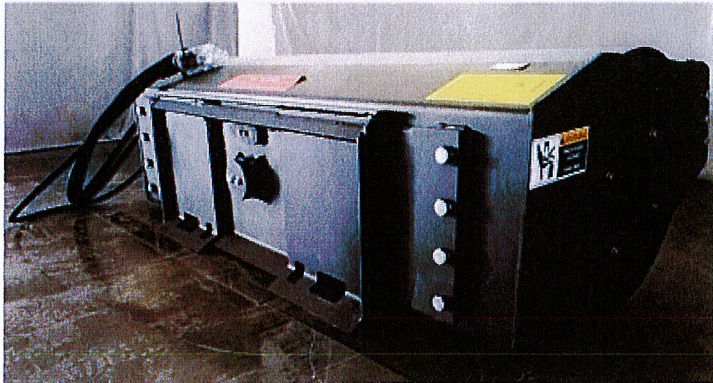
Gilbert's Equipment; Biglerville, PA AGT 73" Vibratory Roller	\$ 3,695.00
Bobcat of Adams County, Hanover, PA Bobcat 73" Vibratory Roller (Smooth Drum) attachment	\$13,699.00
TooLots.Com, on-line only AGT 73" Vibratory Roller	\$ 4,908.33 (plus shipping)

Action Requested: I ask that Council approve the unbudgeted capital expenditure of \$3,695 for the purchase of a 73" Vibratory Roller Attachment for the 2006 Skid-steer Loader from Gilbert's Equipment.

Respectfully Submitted,
Brad Sanders



AGT-Vibratory Roller



Customer Reviews

No reviews yet

[Write a review](#)

Payment & Security

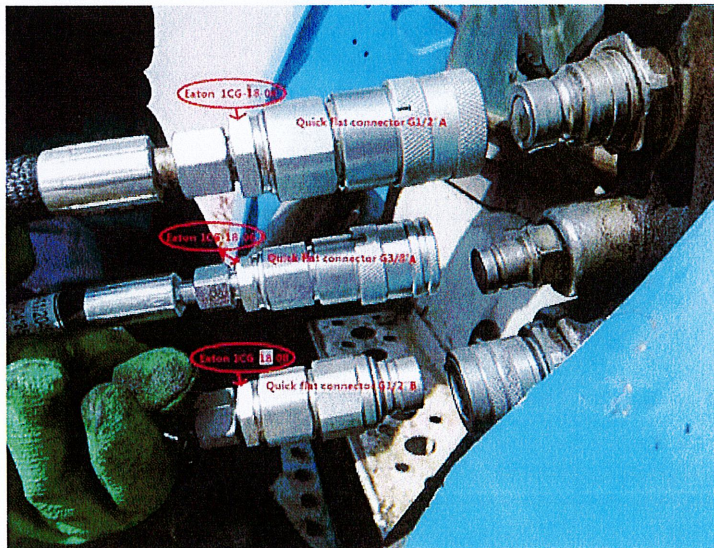
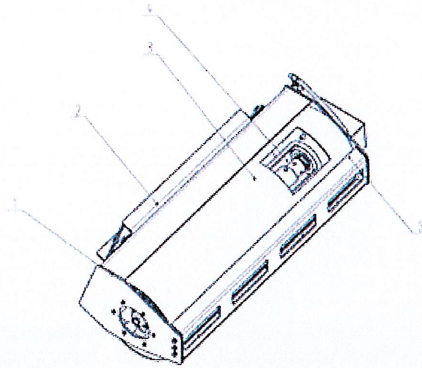


Your payment information is processed securely. We do not store credit card details nor have access to your credit card information.

Products related to this item



- (1) Frame
- (2) Hitch
- (3) Vibration Tube Assemble
- (4) Independent Vibration Chamber
- (5) Front Board



Crownstone Equipment

401 N. Sherman St.
York, PA (Pennsylvania) 17403
Call Us: (888) 243-9029
<https://www.bobcatofyork.com/>



BOBCAT 73" VIBRATORY ROLLER (SMOOTH DRUM)

SELLING PRICE - \$13,699.00

In Stock & Ready To Deliver!



INFORMATION

Smooth Drum, 73" Working Width, 7.5 Degree Drum Oscillation, 9,905 LB - 14,263 LB Of Dynamic Force, 2,401 VPM - 2,882 VPM Frequency, 2,208 LB Operating Weight, SSL Quick Attach, Factory Warranty. Contact us for best-deal pricing.

Please call to confirm location!

PHOTOS



HIGHLIGHTS

- Sale Price \$13,699.00
- Location No Display
- Condition New
- Stock Number 31851
- Make Bobcat
- Model 73" Vibratory Roller (Smooth Drum)
- Status Available

SPECIFICATIONS



Hi! You can TEXT us directly through here.

Text us!

MEMORANDUM



TO: BOROUGH COUNCIL
FROM: BRAD SANDERS
SUBJECT: REQUEST TO BID – FENCING AT MS FACILITY
DATE: 3/9/2023
CC: DAVE HAZLETT; GAYLE MARTHERS

I have obtained quotes for the MS Security Project for the 14 Ranch Trail facility's fencing and at least one company has quoted a figure above the PA Department of Labor and Industry's bidding threshold for 2023. The attached advertisement is requesting bids for the following project:

Provide materials and labor to install:

1. 70' of 6' high 8-gauge extruded black vinyl 2" mesh K&K chain link fencing
2. One (1) 20' wide manually operated steel cantilever slide gate
3. One (1) 20' wide cantilever slide gate with motorized operator wheels which includes:
 - a. One (1) Free Exit Loop
 - b. One (1) Surge Arrestor
 - c. One (1) Dual Height Pedestal with:
 - i. Two (2) Wireless Key Pads
 - ii. Twelve (12) Remote Transmitters

Additional Work Expected:

1. Remove 96' of 8' high chain link fence and replace it with 8' high 8-gauge extruded chain link fence fabric on the existing framework.
2. Install 8' high PDS Black Privacy Slats in the 8' high fabric installed at the back of the Impound Yard
3. All posts installed will be set in concrete

Action Requested: I ask that Council approve the advertising of the Fencing Project for MS Security as outlined above for letting at the April 2023 meeting of Borough Council.

Respectfully Submitted,
Brad Sanders

REQUEST FOR BIDS

Sealed bids are being accepted by the Borough of Carroll Valley, Adams County, Pennsylvania; for Fencing at the Municipal Services Facility located at 14 Ranch Trail, Carroll Valley.

Furnish and Install:

1. 70' of 6' high 8-gauge extruded black vinyl 2" mesh K&K chain link fencing
2. One (1) 20' wide manually operated steel cantilever slide gate
3. One (1) 20' wide cantilever slide gate with motorized operator wheels which includes:
 - a. One (1) Free Exit Loop
 - b. One (1) Surge Arrestor
 - c. One (1) Dual Height Pedestal with:
 - i. Two (2) Wireless Key Pads
 - ii. Twelve (12) Remote Transmitters

Additional Work Expected:

1. Remove 96' of 8' high chain link fence and Replace it with 8' high 8-gauge extruded chain link fence fabric on the existing framework.
2. Install 8' high PDS Black Privacy Slats in the 8' high fabric installed at the back of the Impound Yard
3. All posts installed will be set in concrete

Question regarding the project, scope and location can be directed to Brad Sanders at 717-642-5252. Copies of the uniform bidding blank with specifications and related information can be obtained from the Carroll Valley Borough Office email; gayle@carrollvalley.org or phone; 717-642-8269.

Bids will be publicly opened and recorded by the staff or representatives of the public body on Wednesday, April 5, 2023 at 11:00 A.M. by the Carroll Valley Borough Staff.

Bid awards will be made at an official public meeting of the Borough of Carroll Valley, 5685 Fairfield Road, Carroll Valley on Tuesday, April 11, 2023. All bids shall be enclosed in sealed envelopes marked as required by the specifications and shall be submitted to the Secretary of The Borough of Carroll Valley no later than 11:00 A.M. on Wednesday, April 5, 2023.

The public body reserves the right to reject any or all bids.

THE BOROUGH OF CARROLL VALLEY

Gayle R. Marthers
Borough Secretary

REQUEST FOR BIDS

Sealed bids will be solicited by the Borough of Carroll Valley, Adams County, Pennsylvania; for the items below. Items as listed below will be bid as individual proposals with each numbered item indicating a separate bid.

1. Crushed stone of various sizes to meet Pennsylvania Department of Transportation specifications as listed on the bidding documents.
2. Road line painting, double yellow 4-inch wide lines and single white 4-inch wide fog lines.
3. The requirements of gasoline, diesel fuel, and liquid propane.
4. Single-Seal Coating and Single-Seal Coat Patching with Bidder supplying all equipment, labor and materials for in-place installation in accordance with Pennsylvania Department of Transportation specifications as listed on the bidding documents.

The quantities for all items are reflected on the actual bid forms. Quantities specified are in the bid process for the sole purpose of obtaining a unit price. The public body shall not be penalized if actual use is more or less than quantities reflected on the bid sheets.

Copies of the uniform bidding blank with specifications and related information can be obtained from the Carroll Valley Borough Office email; gayle@carrollvalley.org or phone; 717-642-8269.

Bids will be publicly opened and recorded by the staff or representatives of the public body on Wednesday, April 5, 2023 at 11:00 A.M. by the Carroll Valley Borough Staff.

Bid awards will be made at an official public meeting of the Borough of Carroll Valley, 5685 Fairfield Road, Carroll Valley on Tuesday, April 11, 2023. All bids shall be enclosed in sealed envelopes marked as required by the specifications and shall be submitted to the Secretary of The Borough of Carroll Valley no later than 11:00 A.M. on Wednesday, April 5, 2023.

The public body reserves the right to reject any or all bids.

THE BOROUGH OF CARROLL VALLEY
Gayle R. Marthers
Borough Secretary

UNFINISHED BUSINESS

March 9, 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 initial request extended the grant to June 30, 2022. The subsequent request extended the grant to Dec. 31, 2022. The Borough has confirmed this is still a priority project. GMS will move forward with drafting an extension request and applying for additional funding sources.

Next Steps: GMS will coordinate with the Borough to submit an additional extension request. The Borough should forward project invoices and cancelled check payments to GMS for reimbursement submissions. The Borough should provide a definitive schedule that GMS can use to request an additional extension.

DCNR – COMMUNITY CONSERVATION PARTNERSHIPS PROGRAM (C2P2)

Carroll Valley Borough Trail Project

Request: up to \$200,000

The Borough has a resolution to apply for the C2P2 grant, which would support the Carroll Valley Borough Trail Project. The Adams County grant can be used as match for this program – which requires a 50/50 grant/match ratio. The grant application is due April 5, 2023.

Next Steps: Should the Borough decide to move forward, the resolution should be passed. GMS will move forward with scheduling a meeting with the DCNR representative and drafting the grant application.

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

Wastewater Treatment Plant Upgrades

Awarded: \$700,000

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

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

PENNVEST

Wastewater Treatment Plant Upgrades

Potential Request: \$5,127,264

The funding application was submitted on Jan. 31, 2023. The application will be reviewed at the PENNVEST meeting in April 2023. If the project needs to begin before April 2023, GMS can inquire if a letter of no prejudice (LONP) will be approved by PENNVEST. PENNVEST has completed an initial application review, and the Borough confirmed the cost estimate should be changed to include higher contingency and legal fees. GMS provided revised cost estimate, resolution, and letter of responsibility to PENNVEST.

Next Steps: Application will be reviewed by PENNVEST at the April 2023 board meeting.

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

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

GMS will coordinate with the Borough for the next SLFRF report, which is due on April 30, 2023. The portal will open April 1, 2023. The Borough should confirm that the second tranche of funds will go into the general revenue category.

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

ADAMS RESPONSE AND RECOVERY FUND (ARRF)

Grant request: \$500,000

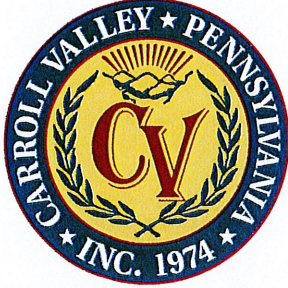
An application for the Wastewater Treatment Plant Upgrades project was submitted on Nov. 21, 2022. The County has not announced awards as of the date of this memo.

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

PROJECTS TO MONITOR

- Broadband Initiative
- Electronic Vehicle Charging Stations Initiative
- Intersection of Routes 16 and 116 Traffic Light

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: RESOLUTION #6-2023
DATE: 03/10/2023
CC: FILE

Resolution #6-2023 is required in order to make application to the Pennsylvania Department of Conservation and Natural Resources for consideration of a grant funding request of the Community Conservation Partnerships Program (C2P2). This grant would be used to advance the Borough Trail Project.

Action Requested: Authorize the execution of Resolution #6-2023 by Borough Staff and Officials.

BOROUGH OF CARROLL VALLEY
ADAMS COUNTY, PENNSYLVANIA
RESOLUTION #6-2023

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY,
PENNSYLVANIA EXPRESSING ITS COMMITMENT TO THE CARROLL VALLEY BOROUGH TRAIL PROJECT
AND AUTHORIZING THE PREPARATION AND SUBMISSION OF AN ASSOCIATED GRANT FUNDING
REQUEST FROM THE DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES' COMMUNITY
CONSERVATION PARTNERSHIPS PROGRAM, AS THE APPLICANT.**

WHEREAS, the Borough of Carroll Valley, Adams County, Pennsylvania (the "Borough") wishes to advance the Carroll Valley Borough Trail project (the "Project"); and

WHEREAS, the Borough has determined that implementing the Project will benefit the community, and therefore the Borough is in favor of the Project; and

WHEREAS, the Borough staff and representatives have identified the Community Conservation Partnerships Program ("C2P2"), a grant program of the Commonwealth's Department of Conservation and Natural Resources ("DCNR"), as a potential source of grant funding for the Project; and

WHEREAS, the Borough desires to authorize the preparation and submission of a C2P2 grant application for the Project, whereby the Borough would serve as the applicant; and

WHEREAS, the Borough desires to receive a grant from DCNR for the purposes of carrying out the Project; and

WHEREAS, the C2P2 grant application package includes a document entitled "Terms and Conditions of Grant" and a document entitled "Grant Agreement Signature Page"; and

WHEREAS, the Borough understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the Borough and DCNR, should the Borough be awarded a grant.

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

1. The above recitals are incorporated herein by reference.
2. The Borough hereby requests a C2P2 grant of up to Two Hundred Thousand Dollars (\$200,000.00) from DCNR to be used for the Project.
3. The C2P2 "Grant Agreement Signature Page" may be signed on behalf of the Borough by the Official who, at the time of signing, has the title of Council President.
4. If this official signed the "Grant Agreement Signature Page" prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.
5. If the Borough is awarded a grant, the "Grant Agreement Signature Page," signed by the above official, will become the Borough's executed signature page for the Grant Agreement, and the Borough will be bound by the Grant Agreement.
6. Any amendment to the Grant Agreement may be signed on behalf of the Borough by the official who, at the time of signing of the amendment, has the title of Council President, and the Borough will be bound by the amendment.

7. In addition to C2P2 grant funds, the Borough will seek additional private, local, state and/or federal funding sources for the Project.
8. In the event the Borough receives C2P2 grant funding but does not receive full matching funds from other sources, the Borough will provide the remaining funds to ensure the Project's completion.
9. Notwithstanding the foregoing, the Borough of Carroll Valley does hereby also designate the Borough Manager and Vice President of Borough Council as officials authorized to execute all documents and agreements between the Borough of Carroll Valley and DCNR to facilitate and assist in obtaining the requested grant.
10. The provisions of this resolution shall be severable, and if any of its provisions shall be held unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect the validity of any of the remaining provisions of this resolution.
11. This resolution shall be effective immediately upon adoption.
12. All other resolutions or parts of resolutions inconsistent herewith are hereby repealed.

Duly Approved and Adopted this 14th day of March 2023 by the Borough of Carroll Valley, in lawful session duly assembled.

BOROUGH OF CARROLL VALLEY

Attest:

Gayle Marthers, Borough Secretary

By: _____
Richard Mathews, Council President

NEW BUSINESS

David A. Hazlett

From: Francis Murray <fxmurray3@hotmail.com>
Sent: Friday, March 10, 2023 12:29 PM
To: David A. Hazlett
Subject: cul de sac - Deborah Trail

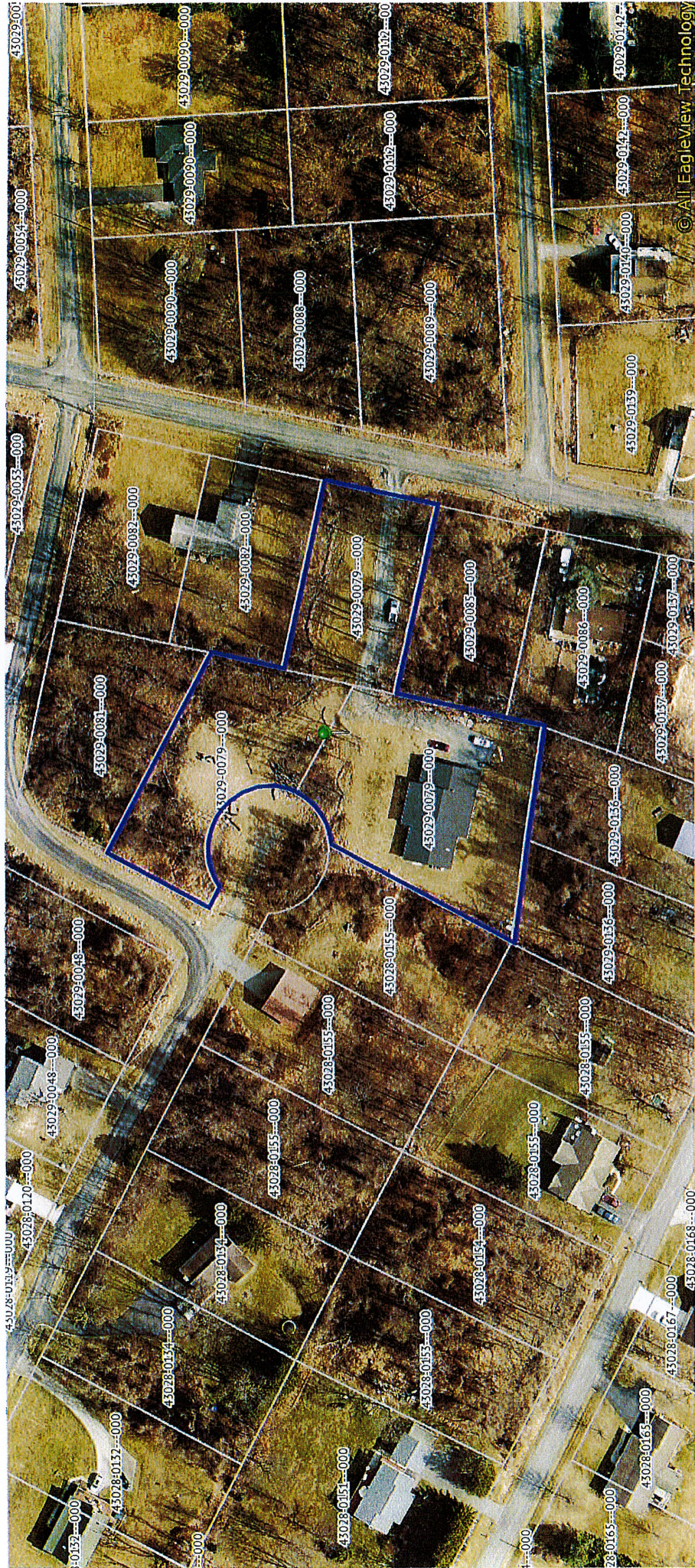
CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mr. Hazlett,

I was wondering if Carroll Valley would vacate the right of way for the non paved cul de sac?

If there is anything you need me to do or submit, please let me know.

Thank you,
Francis Murray
301992213
Owner of 1 Deborah trail
Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)



© All EagleView Technology

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: DCNR RIGHT-OF-ENTRY REQUEST
DATE: 03/10/2023
CC: FILE

Attached please find the Right-of-entry Request from PA Department of Conservation and Natural Resources that would authorize an employee, agent, or their assigns to enter the Borough property for the purpose of maintaining the "Smokey-the-Bear" Fire Danger Sign located in Carroll Commons Park.

Action Requested: Authorize the execution of the Right-of-Entry by Borough Staff and Officials.



Right of Entry

I/we, the undersigned owner(s) of the property located at: 5685 Fairfield Road, Carroll Valley Borough, hereby authorize, permit and grant the Commonwealth of Pennsylvania ("Commonwealth"), Department of Conservation and Natural Resources ("DCNR"), Bureau of Forestry ("BOF"), its employees, agents and assigns (collectively, the "BOF") to Right-of- Entry to enter and remain upon my/our property for the sole purposes to erect, maintain, repair, prevent damage and/or destruction, and remove obstructions that impair the visibility of the DCNR's Fire Danger Signs, which are used by the BOF to inform the public at large of the current wildfire danger levels in local areas. In addition, all tools, equipment, and other related property taken upon or placed upon the land by the BOF shall remain the property of the Commonwealth and may be removed by the BOF at any time within a reasonable period after the expiration of this Right-of-Entry.

It is expressly understood and agreed that this Right-of-Entry authorization to enter shall not be construed to affect any property rights or claims to property rights. It does not constitute ownership or control of the property. It does not constitute an agreement to convey title or any interest (other than the authorization to enter) to the Commonwealth, DCNR, or the BOF.

This Right-of-Entry authorization continues and shall not expire as long as I/we remain the owner(s) of record for the property or is expressly revoked by written notification from the property owner to the DCNR.

PROPERTY OWNERS:

Witness Signature

Owner Signature

Witness, Print Name:

Print Name:

Date

Witness Signature

Co-Owner Signature

Witness, Print Name:

Print Name:

Date

CC: Office of Chief Counsel file

FOR YOUR INFORMATION

easter egg hunt

carroll valley park

Start Time 11 AM

AGE GROUPS:

- 2 years and under
- 3-4 year olds
- 5-7 year olds
- 8-10 year olds



Digital Portraits with the Easter Bunny provided free of charge by our very own Mayor Harris!

We will also be hosting a Sensory Friendly Easter Bunny this year by reservation. To reserve your spot, call 717-642-8269.

a carroll valley community event!

Municipal Services Report
February
2023

Road Work: 77 Man-Hours

- Road work performed included:
 - Installed new street name signs at Pinehurst and Plainview Trails.
 - Cleaned leaves and limbs from side ditch (Toms Creek Trail).
 - Cleaned all storm grates and culvert pipes.
 - Installed new delineators in multiple locations.
 - Replaced 4 damaged stop sign posts.
 - Washed Municipal vehicles.

Equipment Maintenance and Repair: 309.5 Man-Hours

- Municipal Services/Parks/Zoning/STP Departments:
 - Picked up MS 11 (2016 F-550 D/T) from repair shop.
 - Changed oil and replaced brakes on MS3 (2010 F-550 D/T).
 - Removed all police equipment and decals from PL25 (2010 Expedition) which is now utilized by Municipal Services.
 - Greased and cleaned Backhoe and Bobcat.
 - Repaired backup camera on Volvo loader.

Police Department: 7 man-hours

- Moved electronic speed signs to different locations.
- Transported vehicle for calibration.
- Transported PL 22 (2017 Marked Charger) to Excalibur for repair.

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

Parks and Property Maintenance: 288 Man-Hours

- Borough office building
 - Painted offices, meeting rooms and hallways.
 - Cleaned all lighting fixtures.
 - Rearranged office furniture.
- Ranch Park
 - Cut away vines growing into trees on south embankment.
 - Removed vines from power lines after having power disconnected.
- Carroll Commons Park
 - Routine maintenance included trash removal.
 - Fallen tree limbs removed.
 - Cleaned pavilion before and after rentals.
 - Removed shelving in pavilion restroom.
 - Removed holiday lighting from trees.
- Lake Kay Mini Park
 - Routine Maintenance consisted of trash collection and removal.
 - Removed limbs and leaves from park.

- Replaced weather damaged swing set seat at playground.

- Municipal services facility
 - Cleaned office and breakroom areas.
 - Mopped office and breakroom area floors.
 - Cleaned heater in shop.
 - Repaired wiring issue in front storage barn.
 - Repaired dusk to dawn light on exterior corner of barn.
 - Replaced fuel pump filters.

Miscellaneous, Admin, Events and Training: 151.5 Man-Hours

- Staff Meetings
- Constructed decorations for Daddy Daughter Dance.
- Decorated and cleaned up for Daddy Daughter Dance.
- Hauled scrap metal to recycling facility.
- All MS employees trained how to use new attendance software.
- Easter egg hunt supplies moved to Admin. Building

Sewer Treatment Plant: 1 Man-Hours

- Performed daily operations of treatment facility.

Paid Time Off: 97 Man-Hours

- 97 hours- Sick, Comp and Vacation leave
- 48 hours- holiday

Respectfully Submitted,

Brad A. Sanders

Brad A. Sanders

MS Supervisor

Hours/Mileage February 2023						
Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours		
MS2	2010 Ford Expedition	83233.8	83313	79.2		
MS3	2010 Ford F550 D/T	49622	49767	145		
MS4	2001 Chevy B/T	82428	82498	70		
MS5	2007 Freightliner Sweeper Truck	15854	15861	7		
MS6	2012 INT 7400 D/T	13208	13326	118		
MS7	1999 Int 5000 D/T	120155	120273	118		
MS8	2015 Mack Granite	13485	13485	0		
MS10	2012 Ford F550 D/T	76452	76823	371		
MS 11	2016 Ford F550 D/t	37393	37617	224		
MS12	2021 Mack Granite	1826	1826	0		
Total Mileage				1053		
EQMS2	2006 Bobcat Skid loader	856.6	868	11.4		
EQMS3	2021 Volvo loader	110	113	3		
EQMS4	580 John Deere 570B Grader	770	770	0		
EQMS5	6310 John Deere Boom Mower	1492	1492	0		
EQMS6	Bandit Brush Chipper	349.5	349.5	0		
EQMS10	2019 JCB Backhoe	1198.4	1212	13.6		
EQPK1	2015 Scag Mower	1195	1195	0		
EQPK3	301A John Deere tractor	Hour meter inoperable				
	John Deere Gator	11	14	3		
EQPK 6	2018 Simplicity mower	382	382	0		
Total Equipment hours				31		



BOROUGH OF CARROLL VALLEY WWTP MONTHLY REPORT

Month: February 2023

Total Monthly Flow- 3.287 mgd

Average Monthly Flow- .117 mgd

Sludge Hauled- 11,000 gal

Chlorine Usage- 80 gal

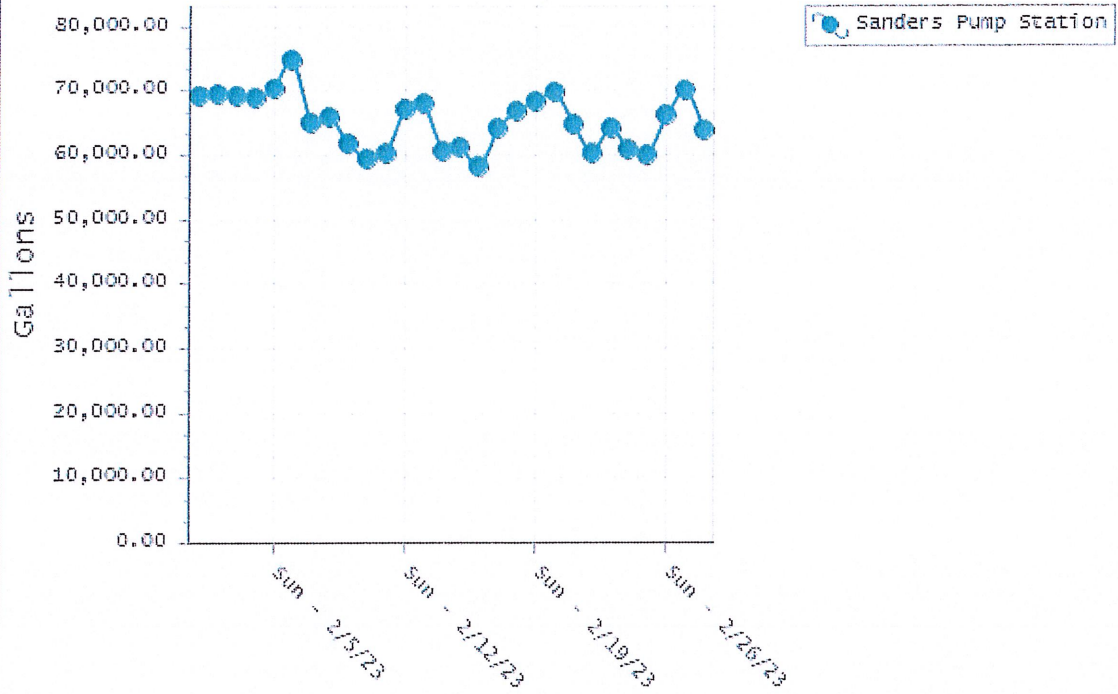
Total Precipitation- 1.59"

Work Conducted and Comments

- Motor to blower #2 broke down. It was removed and Ketterman electrical is ordering a new one. It will be installed as soon as it arrives.
- Blower and motors were serviced. Air filters to the units were removed and cleaned. They will be replaced in the spring.
- There were no major rain events, and the plant is running great. DO is stabilizing across all basins.
- Chlorine was ordered and delivered.

Station Effluent (outflow)

Wed. 2/1/23 to Tue. 2/28/23



Station Effluent (outflow)

Wed. 2/1/23 to Tue. 2/28/23

