



TUESDAY, OCTOBER 10, 2023 – 7:00 P.M.

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

REGULAR MEETING

1. Approval of Minutes: September 12, 2023 Regular Meeting

PUBLIC HEARING

PROPOSED ZONING ORDINANCE WILL, IF ADOPTED BY THE CARROLL VALLEY BOROUGH COUNCIL, MODIFY REGULATIONS PERTAINING TO PLACEMENT OF ACCESSORY STRUCTURES ON RESIDENTIAL LOTS; TO REQUIRE PERMITS FOR HOME OCCUPATIONS AND NO-IMPACT HOME-BASED BUSINESSES; AND REAFFIRM CHAPTER 27 AS AMENDED; AND SET FORTH AN EFFECTIVE DATE.

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

REGULAR MEETING (cont'd)

2. Open to the public

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

3. Ordinances and Resolutions

- a. Ordinance #4-2023: Chapter 27 Amendment: Accessory Building Setbacks and Permitting requirements for Home Occupation and No Impact Home-Based Businesses – Adoption
- b. Resolution #12-2023: Authorization for LSA Grant Submission – Adoption

4. Mayor's Report – R. Harris

- a. Police Report
- b. Around Town
- c. Upcoming Events & Meetings of Interest
- d. In Requiem

5. Fire/EMS/EMA Report

6. Committee Reports

- a. Planning Commission
 - Review of Residential Chicken Ordinance

7. Administrative Business – Borough Manager

- a. Treasurer's Report – September 2023
- b. 2024 Liquid Fuels Allocation
- c. Vail/Ski Liberty Operating Corp. Subdivision and Land Development Plan Extension Request

8. Unfinished Business

- a. Grant Funding Updates
- b. Lot Sale Guidelines
- c. Carroll Valley Wastewater Treatment Facility Project Update

9. New Business

10. Open to the public

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

11. Adjournment

APPROVAL of MINUTES

PUBLIC HEARING

CARROLL VALLEY BOROUGH
ADAMS COUNTY,
PENNSYLVANIA

Ordinance No. 4-2023

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 PLACEMENT OF ACCESSORY STRUCTURES ON RESIDENTIAL LOTS; TO REQUIRE PERMITS FOR HOME OCCUPATIONS AND NO-IMPACT HOME-BASED BUSINESSES; AND TO REAFFIRM CHAPTER 27 AS AMENDED; AND SET FORTH AN EFFECTIVE DATE.

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

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

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

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

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

SECTION 1. Section 1405 of Chapter 27 of the Code of Ordinances is hereby amended with the following:

Accessory buildings shall be permitted in accordance with Section 1912 herein, along with the following criteria.

- A. Accessory buildings or structures shall only be authorized as an accessory to a principal building. Any parcel not containing a primary structure is not permitted to have an accessory building or accessory structure.
- B. Accessory buildings not permanently affixed to the land via footer/foundation and less than or equal to three hundred (300) square feet in size shall be located no closer than ten (10) feet to any side or rear property line and are not permitted within the front yard.
- C. Accessory buildings not permanently affixed to the land via footer/foundation and greater than three hundred (300) square feet in size shall be subject to the applicable setback requirements of the underlying zoning district and are not permitted within the front yard.
- D. Accessory buildings permanently affixed to the land via footer/foundation and less than or equal to three hundred (300) square feet in size shall be located no closer than ten (10) feet to any side or rear property line and are not permitted within the front yard.
- E. Accessory buildings permanently affixed to the land via footer/foundation and greater than three hundred (300) square feet in size shall be subject to the applicable setback

requirements of the underlying zoning district and may be located within the front yard.

- F. Regardless of size, no accessory structure can be located within the front yard area between the primary structure and the public street.
- G. All accessory buildings shall be subject to the building height standard of the underlying zoning district.

SECTION 2. Section 1501.P of Chapter 27 of the Code of Ordinances is hereby amended by adding the following:

6. Permit Required.

- A. Requests for a Home Occupation Permit shall be made to the Zoning Officer(i) identifying how the proposed use constitutes a Home Occupation; and (ii) identifying the applicant's plan for complying with the criteria set forth in this Section and all other applicable ordinances. The applicant shall agree by signature on the permit to the terms of the permit.
- B. If the Zoning Officer issues a permit, such permit shall be valid for a period of 2 years provided that the permittee maintains compliance with all criteria for a Home Occupation Permit. Any permit issued pursuant to this Section must be renewed every 2 years and is non-transferable. The permit may be revoked by the Zoning Officer upon 30 days' notice if permittee fails to meet the criteria for a home occupation permit.
- C. An applicant shall pay any application fee in accordance with Section 1913 herein.

SECTION 3. Section 1501.U of Chapter 27 of the Code of Ordinances is hereby amended by adding the following:

9. Permit Required.

- A. Requests for a No-Impact Home Based Business Permit shall be made to the Zoning Officer (i) identifying how the proposed use constitutes a No-Impact Home Based Business; and (ii) identifying the applicant's plan for complying with the criteria set forth in this Section and all other applicable ordinances. The applicant shall agree by signature on the permit to the terms of the permit.
- B. If the Zoning Officer issues a permit, such permit shall be valid for a period of 2 years provided that the permittee maintains compliance with all criteria for a No-Impact Home-Based Business Permit. Any permit issued pursuant to this Section must be renewed every 2 years and is non-transferable. The permit may be revoked by the Zoning Officer upon 30 days' notice if permittee fails to meet the criteria for a No-Impact Home-Based Business permit.
- C. An applicant shall pay any application fee in accordance with Section 1913 herein.

SECTION 4. 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 5. 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 6. 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 October 2023.

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

ATTEST:

Richard Mathews, Council President

Gayle R. Marthers, Borough Secretary

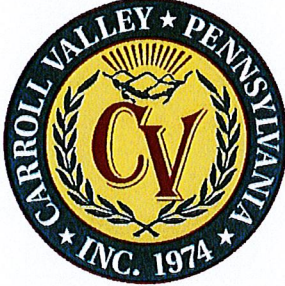
Ronald J. Harris, Mayor

REGULAR MEETING (cont'd)

PUBLIC COMMENT

ORDINANCES and RESOLUTIONS

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: ORDINANCE #4-2023
DATE: 10/06/2023
CC: FILE

Ordinance #4-2023 is amending Chapter 27: Zoning Ordinance in various sections to modify regulations pertaining to the placement of accessory structures on residential lots; to require permits for Home Occupations and No-Impact Home-Based Businesses; and to reaffirm Chapter 27 as amended and set forth an effective date. The ordinance has been properly advertised and is before you for your consideration.

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: DAVID A. HAZLETT, BOROUGH MANAGER
SUBJECT: RESOLUTION #12-2023
DATE: 10/6/2023
CC: FILE

Resolution #12-2023 is required in order to make application to the Statewide Local Share (LSA) Account Program for consideration of a grant funding request of the Commonwealth Financing Authority. This grant would be used to Improve Carroll Commons.

Action Requested: Authorize the execution of Resolution #12-2023 by Borough Staff and Officials.

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

RESOLUTION NO. 12-2023

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA, EXPRESSING ITS SUPPORT FOR THE CARROLL COMMONS PARK IMPROVEMENTS PROJECT, AUTHORIZING THE FILING OF AN APPLICATION TO THE STATEWIDE LOCAL SHARE ACCOUNT PROGRAM AS THE APPLICANT AND GRANTEE, REQUESTING GRANT FUNDS FROM THE COMMONWEALTH FINANCING AUTHORITY, AND DESIGNATING OFFICIALS TO EXECUTE ASSOCIATED GRANT DOCUMENTS.

WITNESSETH

WHEREAS, the Borough of Carroll Valley, Adams County, Pennsylvania (the "Borough") desires to implement improvements to its Carroll Commons Park (the "Project"); and

WHEREAS, the Project involves engineering, equipment, installation, and construction costs associated with physical improvements to the park; and

WHEREAS, the Borough has determined that implementing the Project will benefit the community by improving recreational resources within the Borough; and

WHEREAS, the Borough staff and representatives have identified the Statewide Local Share Account ("LSA") Program, a grant program administered by the Pennsylvania Department of Community and Economic Development ("DCED") at the direction of the Commonwealth Financing Authority ("CFA"), as a potential source of grant funding for the Project; and

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

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

1. The above recitals are incorporated herein by reference.
2. The Borough hereby supports the Project and authorizes the preparation and submission of an LSA grant application for the Project, whereby the Borough will serve as the Applicant and Grantee.
3. The Borough hereby requests a grant in the amount up to Two Hundred Seventy-Six Thousand Dollars (\$276,000) from the LSA program to be used towards advancing the Project.

4. The Borough hereby designates the Borough Council President and Borough Manager as officials authorized to execute all documents and agreements between the Borough, the CFA, and any other financial contributors to facilitate and assist in obtaining the requested LSA grant.
5. The provisions of this resolution shall be severable, and if any of its provisions shall be held unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not affect the validity of any of the remaining provisions of this resolution.
6. This resolution shall be effective immediately upon adoption.
7. All other resolutions or parts of resolutions inconsistent herewith are hereby repealed.

DULY RESOLVED by the Borough Council of the Borough of Carroll Valley this 10th day of October 2023.

ATTEST:

BOROUGH OF CARROLL VALLEY

Gayle Marthers, Borough Secretary
(SEAL)

By:

Richard Mathews, President

David A. Hazlett, Borough Manager

CERTIFICATION

I, Gayle R. Marthers, hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Council for the Borough of Carroll Valley at a meeting held October 10, 2023.

Gayle Marthers, Borough Secretary
(SEAL)

MAYOR'S REPORT



September 2023 Police Report

by
Chief Clifford J. Weikert
Carroll Valley Borough Police



Up Coming Events :



On October 28th between 10 AM and 2 PM, Carroll Valley Police Department and Liberty Twp PD, in cooperation with the US Drug Enforcement Agency and Collaborating for Youth, will give the public its 21th opportunity in 9 years to prevent pill abuse and theft by removing from their homes potentially dangerous, expired, unused, and unwanted prescription drugs. Bring your pills for disposal.

Monthly Activities:

AED PLACEMENT





Crime Data:

Key to reading the following page:

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



Offense and Arrest Summary Report

Printed On: 10/05/2023

Beginning Date: 09/01/2023

Ending Date: 09/30/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Carroll Valley Borough

Total Offenses 1 **Clearance Rate** 100%
 % change from last year 0% Last years rate 100%

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

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

Arrest Rate per 100,000 Population : 0.00

Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	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	1
Total Group B Arrests	0	0	0	0	1
Total Arrests	0	0	0	0	2

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			1
Intimidation			
Bribery			
Counterfeiting/Forgery			
Vandalism			
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud	1	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"	1	1	1

Crime Against Person

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

Crime Against Property

1 - This year
 - Last year
 0 - 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:

<u>Carroll Valley Calls for Service Month</u>	<u>Total</u>	<u>Carroll Valley Calls for Service YTD</u>	<u>Total</u>
ANIMAL COMPLAINT	3	ALARM	24
ASSIST - FIRE/EMS	5	ANIMAL COMPLAINT	42
ASSIST - OTHER POLICE	7	ASSAULT	2
DOMESTIC DISTURBANCE	1	ASSIST - FIRE/EMS	93
MENTAL HEALTH / WELFARE	8	ASSIST - OTHER POLICE	45
MISC CALL FOR SERVICE	6	BURGLARY	2
TRAFFIC COMPLAINT	6	CHILD WELFARE	3
VEHICLE STOP	7	CRIMINAL MISCHIEF	7
Z FOLLOW-UP	12	DISTURBANCE/NOISE	22
SUSPICIOUS ACTIVITY	5	DOMESTIC DISTURBANCE	28
VEHICLE CRASH	6	DRIVING UNDER THE INFLUENCE	1
DISTURBANCE/NOISE	2	DRUG ACTIVITY	2
THEFT	2	FRAUD	15
ALARM	6	MENTAL HEALTH / WELFARE	44
MISSING/LOST PERSON	4	MISC CALL FOR SERVICE	83
DRUG ACTIVITY	1	MISSING/LOST PERSON	8
CHILD WELFARE	2	SEX OFFENSE	1
BURGLARY	1	SUSPICIOUS ACTIVITY	42
Grand Total	84	THEFT	18
		THREATS / HARRASSMENT / STALKING	16
		TRAFFIC COMPLAINT	74
		TRESPASS	10
		VEHICLE CRASH	26
		VEHICLE STOP	159
		Z COURT / JUSTICE	6
		Z FOLLOW-UP	166
		Grand Total	939

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.



<u>Citation, Faulty Equipment, Warning</u>	<u>Count:</u>
1301 (Title 75) - Registration and certificate of title required	4
1501 (Title 75) - Drivers required to be licensed	1
1786 (Title 75) - Required financial responsibility	1
3362 (Title 75) - Maximum speed limits	1
Grand Total	7

Miscellaneous:

Calls for Service		September 2022	September 2023	YTD 2022	YTD 2023
	Calls from Public	71	77	639	781
	Officer initiated	7	7	108	115
	Total CV Calls	112	118	669	896

Vehicle Mileage					
			Starting	Ending	Total
20		2017 Dodge Charger Unmarked	23,083	23,489	406
22		2017 Dodge Charger Marked	85,302	87,346	2,044
21		2014 Dodge Charger Unmarked	107,124	108,476	1,352
24		2014 Dodge Charger Marked	94,200	94,200	0
				Total	3,802



September 2023 Fairfield Police Report Supplement



by
Chief Clifford Weikert
Carroll Valley Borough Police

Calls for Service:

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

<u>Fairfield Calls for Service Month</u>	<u>Total</u>	<u>Fairfield Calls for Service YTD</u>	<u>Total</u>
ASSIST - FIRE/EMS	3	ANIMAL COMPLAINT	5
DRUG ACTIVITY	1	ASSIST - FIRE/EMS	21
MISC CALL FOR SERVICE	5	ASSIST - OTHER POLICE	1
MISSING/LOST PERSON	1	CRIMINAL MISCHIEF	1
SUSPICIOUS ACTIVITY	1	DOMESTIC DISTURBANCE	8
TRAFFIC COMPLAINT	2	DRUG ACTIVITY	1
TRESPASS	1	FRAUD	1
VEHICLE CRASH	2	MENTAL HEALTH / WELFARE	9
VEHICLE STOP	5	MISC CALL FOR SERVICE	20
Z FOLLOW-UP	1	MISSING/LOST PERSON	3
Grand Total	22	SEX OFFENSE	1
		SUSPICIOUS ACTIVITY	5
		THEFT	4
		THREATS / HARRASSMENT / STALKING	2
		TRAFFIC COMPLAINT	20
		TRESPASS	3
		VEHICLE CRASH	7
		VEHICLE STOP	93
		Z FOLLOW-UP	11
		Grand Total	216

Citations:

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

<u>Citation, Faulty Equipment, Warning</u>	<u>Count:</u>
1301 (Title 75) - Registration and certificate of title required	5
1786 (Title 75) - Required financial responsibility	1
3323 (Title 75) - Stop signs and yield signs	1
4303 (Title 75) - General lighting requirements	1
Grand Total	8



Offense and Arrest Summary Report

Printed On: 10/05/2023

Beginning Date: 09/01/2023

Ending Date: 09/30/2023

Page 1 of 1

Agency: CARROLL VALLEY BOROUGH

Municipality: Fairfield Borough

Total Offenses	1	Clearance Rate	0
% change from last year	0%	Last years rate	100%
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	1		
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"	1		1

Crime Against Person

- This year
- Last year
0 - Percent Change

Crime Against Property

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

Crime Against Society

1 - 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
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	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.

INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL
FROM: CLIFFORD WEIKERT, CHIEF OF POLICE
VIA: RON HARRIS, MAYOR
SUBJECT: POLICE DEPARTMENT VEHICLE REPLACEMENT
DATE: 10/5/2023

I am requesting the council to approve advertising my new application on Police App. As you can see in Yellow, I am requesting the council to authorize a signing bonus of up to \$20,000 depending on experience. I would plan on giving one amount when hired and splitting up the rest over three years to keep retention. I have met with our subcommittee, and it is my option this is our best option to find someone to hire. I am also requesting the council to authorize Civil Service to meet and add a new position of Police Cadet, which would allow us to start another list to hire to send someone to the academy. See advertisement below,



CARROLL VALLEY BOROUGH POLICE NOW HIRING

ACT 120 CERTIFIED POLICE OFFICER

The Carroll Valley Borough Civil Service Commission will be accepting applications for the full time police officer. Appointment will be made based on Civil Service testing including written, oral and physical testing. Physical agility waiver for recent graduates.

**NOW OFFERING A SIGNING BONUS UP TO \$20,000 depending
on experience.**

Maybe you have what it takes to be one of us?

Qualifications:

- Must have Act 120 certification by time of appointment. In the academy now? You can apply!
- Certified in another state or federal agency? Call the Municipal Police Officer Education and Training Commission and see if you qualify for the comparative compliance requirements. <http://www.psp.pa.gov/mpoetc/certification/Pages/Certification.aspx> (717) 346-4086

- Must have high school diploma or equivalent,
- a valid driver's license,
- be no less than 21 years of age at the time of appointment.
- Must meet all MPOETC required background, physical and psychological standards.

Benefits:

- 2023 Salary: \$70,000 starting. The salary range is negotiable depending upon the qualifications and experience of the selected individual.
- Comprehensive Blue Cross medical, dental and vision with family coverage provided with no other coverage at no cost.
- PMRS retirement with post retirement COLAs included.
- Deferred compensation (457) plan.
- Schedule is typically 4 - 10 hour days.
- Great community, home to Liberty Mountain Resort a premier ski and golf resort with 250,000 visitors per year.
- All new police facilities completed in 2017.
 - Small department where you will be a valued member of the team!

Action requested: Motion to authorize the Chief of Police to advertise with the addition of a signing bonus up to \$20,00 depending on experience. I am also looking for a motion to instruct Civil Service to meet and form a new position of Police Cadet to send someone to the academy.

FIRE/EMS/EMA REPORT

FAIRFIELD FIRE & EMS

Fire Report – August, 2023

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

Nature of Calls

Fire Police	7
Wildland Fire	0
Medical Assist	8
Structure Fire	2
Automatic Fire Alarm	2
Unauthorized control burn	1
Outside Investigation	1
Vehicle Fire Truck	1
Animal Rescue	1

Location of Calls

Carroll Valley Borough	7
Fairfield Borough	1
Franklin Township	2
Freedom Township	0
Hamiltonban Township	7
Highland Township	0
Liberty Township	3
Cumberland Township	1
Frederick County, MD	
Emmitsburg	1
Franklin County, PA	1
Washington Twp.	

FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT

1340 OLD WAYNESBORO ROAD
FAIRFIELD, PA 17320



MONTHLY FIRE REPORT FOR SEPTEMBER 2023

Breakdown of calls by type:

Medical Assist.....	1
Vehicle Accident.....	2
Power line down.....	1
Gas Leak investigation.....	1
Smoke detector activation.....	1
Public Service.....	1
<u>Good Intent.....</u>	<u>6</u>
TOTAL	13

Notes: Held our successful gun drawing dinner on September 30th. Continue to hold on-line raffles with success.

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 10/2/2023 10:08:02 PM

Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 09/01/2023 | End Date: 09/30/2023

Incident Date	Address	Incident Type
09/01/2023	Old Waynesboro Road, Fairfield, PA 17320	Motor vehicle accident with injuries
09/05/2023	Hilltop Road, Highfield, MD 21719	Dispatched & cancelled en route
09/07/2023	Old Waynesboro Road, Hamiltonban (Township of), PA 17320	Smoke scare, odor of smoke
09/11/2023	South Potomac Street, Waynesboro, PA 17268	Dispatched & cancelled en route
09/14/2023	Jacks Mountain Road, Fairfield, PA 17320	Dispatched & cancelled en route
09/14/2023	Buchanan Trail East, Blue Ridge Summit, PA 17214	Dispatched & cancelled en route
09/16/2023	Buchanan Trail East, Blue Ridge Summit, PA 17214	Motor vehicle accident with injuries
09/19/2023	Old Waynesboro Road, Hamiltonban (Township of), PA 17320	Gas leak (natural gas or LPG)
09/21/2023	Gum Springs Road, Fairfield, PA 17320	Smoke detector activation due to malfunction
09/23/2023	Sabillasville Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
09/25/2023	Old Sabillasville Road, Sabillasville, MD 21780	Power line down
09/26/2023	Jacks Mountain Road, Fairfield, PA 17320	Public service assistance, other
09/28/2023	West Main Street, Fairfield, PA 17320	Dispatched & cancelled en route

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



emergencyreporting.com

Fountain Dale Volunteer Fire Department



Fairfield, PA

This report was generated on 10/2/2023 10:11:14 PM

Incident Type Count per Station for Date Range

Start Date: 09/01/2023 | End Date: 09/30/2023

INCIDENT TYPE	# INCIDENTS
Station: <input type="checkbox"/>	
311 - Medical assist, assist EMS crew	1
322 - Motor vehicle accident with injuries	2
412 - Gas leak (natural gas or LPG)	1
444 - Power line down	1
550 - Public service assistance, other	1
611 - Dispatched & cancelled en route	5
651 - Smoke scare, odor of smoke	1
733 - Smoke detector activation due to malfunction	1
# Incidents for :	13

Only REVIEWED incidents included.



emergencyreporting.com
Doc Id: 857

COMMITTEE REPORTS

Planning Meeting 10/2/2023

- Approved September minutes
- Open to the public - no public comments
- New Business - Fifty Properties Development Plan
 - Short discussion - Developer not present, tabled till next month
 - Missing specifics as identified by our Engineering firm
 - Adams county comments were just made available at the meeting
 - 10 page document to be reviewed by the next meeting.
- Old Business -
 - Keeping of Domesticated Chickens:
 - Reviewed proposal for changes to Placement of Accessory Structures
 - Lengthy discussion as to aligning Requirements for Placement as requested by Council
 - Consensus was in agreement and to re-forward to Council
 - Review of Zoning ordinance Chapter 27 regarding Vacation Rentals
 - Further review of (edited) Draft Document
 - Discussed an email with resident's concerns
 - Dave to research and provide information about specific issues
 - Nothing to present to Council at this time.
- Adjourned

Respectfully Submitted,
Michael Wight, Chair



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



Date 09/21/23



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

Contact Information

Name Janet R. Hall Home Phone 571-214-7050
 Address 15 Lakeview Trail Work Phone N/A
 City, State, Zip Fairfield, PA 17320 email jrkhall@gmail.com

Committee Interest

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

- Any Committee
- Civil Service Commission
- Vacancy B
- Finance Committee
- Sewer & Water Authority
- Parks & R Advisory C
- Planning Commission
- Zoning Hearing Board
- Tree Board
- Public Safety Committee

Background Information

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

Check times you can attend a meeting:

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

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

- Monday Wednesday
- Tuesday Thursday

How many years have you lived in Carroll Valley? 17 Years Highest Level of Education Attained: BIS

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

N/A - Last year we became PA residents.

Why do you want to serve?

I have over 20 years experience in land use and zoning.

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

I served for over 20 years on the Fairfax Planning Commission.

Reference (Please Include one personal reference.)

Brion Fitzgerald 13 Lakeview Drive, Fairfield, PA 17320 340-201-8139
 Name Address Phone Number

ADMINISTRATIVE BUSINESS

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

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS
START OF PERIOD							
CHECKING ACCOUNT	\$59,565.35	\$0.00	\$0.00	\$145.50	\$75,829.41	\$0.00	\$135,540.26
INVESTMENTS	\$2,250,867.63	\$0.00	\$214,550.99	\$0.00	\$0.00	\$855,358.68	\$3,320,777.30
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00
DUE FROM OTHER FUNDS	\$265,369.37	\$39,412.75	\$980,737.19	\$0.00	\$866,259.47	\$0.00	\$2,151,778.78
DUE TO OTHER FUNDS	\$1,369,824.05	\$26,865.18	\$463,839.81	\$0.00	\$290,409.36	\$0.00	\$2,150,938.40
LIABILITIES	\$22,396.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,396.05
NET BALANCE	\$1,184,007.25	\$12,547.57	\$731,473.37	\$145.50	\$651,679.52	\$855,358.68	\$3,435,211.89
TRANSACTIONS FOR PERIOD							
ADJUSTMENTS (SEE NOTE)							
ACTUAL REVENUES (+)	\$374,094.83	\$100.00	\$22,156.11	\$0.00	\$239,294.21	\$7,582.22	\$643,227.37
ACTUAL EXPENDITURES (-)	\$303,802.87	\$11,701.70	\$227,850.78	\$0.00	\$760.00	\$0.00	\$544,115.35
ENCUMBERED FUNDS (-)							\$0.00
NET TRANSACTION BALANCE	\$70,291.96	(\$11,601.70)	(\$205,694.67)	\$0.00	\$238,534.21	\$7,582.22	\$99,112.02
END OF PERIOD							
CHECKING ACCOUNT	\$59,859.83	\$0.00	\$0.00	\$145.50	\$75,973.02	\$0.00	\$135,978.35
INVESTMENTS	\$2,343,538.04	\$0.00	\$216,390.45	\$0.00	\$0.00	\$862,940.90	\$3,422,869.39
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00
DUE FROM OTHER FUNDS	\$209,852.48	\$24,129.95	\$899,807.81	\$0.00	\$926,209.53	\$0.00	\$2,059,999.77
DUE TO OTHER FUNDS	\$1,333,561.93	\$23,184.08	\$590,444.56	\$0.00	\$290,409.36	\$0.00	\$2,237,599.93
LIABILITIES	\$25,814.21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,814.21
NET BALANCE	\$1,254,299.21	\$945.87	\$525,778.70	\$145.50	\$711,773.19	\$862,940.90	\$3,355,883.37

Range of Checking Accts: First to Last Range of Check Dates: 09/01/23 to 09/30/23
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL FUND		GENERAL FUND					
40390	09/12/23	ACTC0005 AC&T CO, INC.					28
v3-00499	1	Fuel & Diesel Fuel: August 202	51.69	01-413-231	Expenditure		36 1
				FUEL			
v3-00499	2	Fuel & Diesel Fuel: August 202	166.82	01-454-231	Expenditure		37 1
				FUEL			
v3-00499	3	Fuel & Diesel Fuel: August 202	1,862.88	01-410-231	Expenditure		38 1
				FUEL			
v3-00499	4	Fuel & Diesel Fuel: August 202	2,688.93	01-430-231	Expenditure		39 1
				FUEL			
v3-00499	5	Fuel & Diesel Fuel: August 202	58.81	08-429-231	Expenditure		40 1
				FUEL,			
			<u>4,829.13</u>				
40391	09/12/23	ADAMS020 ADAMS ELECTRIC COOPERATIVE, IN					28
v3-00501	1	STP: Sanders Rd. Pump Station	1,947.16	08-429-361	Expenditure		42 1
				UTILITY SERVICE-ELECTRICITY			
v3-00502	1	STP: Country Club Trl. Pump	145.66	08-429-361	Expenditure		43 1
				UTILITY SERVICE-ELECTRICITY			
v3-00503	1	Boro Office: August 2023	916.79	01-409-361	Expenditure		44 1
				ELECTRICITY/HEAT			
			<u>3,009.61</u>				
40392	09/12/23	AMAZO005 AMAZON CAPITAL SERVICES					28
23-00093	1	Pressure Washer supplies	30.62	01-454-236	Expenditure		1 1
				BUILDING/GROUNDS SUPPLIES			
23-00104	1	Shop Supplies	225.00	01-430-256	Expenditure		2 1
				SHOP SUPPLIES			
23-00117	1	gloves, simplicity sevice	95.00	01-430-238	Expenditure		4 1
				CLOTHING ALLOWANCE			
23-00117	1	gloves, simplicity sevice	277.00	01-454-251	Expenditure		4 2
				EQUIP PARTS - PERIODIC REPLAC			
23-00117	1	gloves, simplicity sevice	38.00	01-430-256	Expenditure		4 3
				SHOP SUPPLIES			
			<u>665.62</u>				
40393	09/12/23	CARRO005 CARROLL VALLEY CONSTABLES					28
v3-00488	1	Assist with an arrest	25.00	01-410-135	Expenditure		26 1
				WAGES- PT Officer			
40394	09/12/23	GETTY005 GETTYSBURG TIMES					28
v3-00491	1	Legal Ad: Home Based Business	397.94	01-401-341	Expenditure		29 1
				ADVERTISING-GENERAL			
40395	09/12/23	GOVER005 GOVERNMENT MANAGEMENT SERVICES					28
v3-00490	1	Retainer for August 2023	3,000.00	01-404-131	Expenditure		28 1
				Professional Services - Grants			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num
PO #	Item	Description					Ref Seq Acct
GENERAL FUND GENERAL FUND			Continued				
40396	09/12/23	GUERN005 GUERNSEY OFFICE PRODUCTS					28
23-00107	1	Janitorial Supplies	739.25	01-454-220	Expenditure		3 1
				OPERATING SUPPLIES-GENERAL			
40397	09/12/23	JOHND005 JOHN DEERE FINANCIAL					28
23-00119	1	EQMS5 JD Boom Mower filters	891.01	01-430-251	Expenditure		5 1
				EQUIP PARTS - PERIODIC REPLAC			
40398	09/12/23	KPITE005 KPI TECHNOLOGY					28
V3-00500	1	SEO Services	4,144.20	01-413-440	Expenditure		41 1
				CONTRACTED SERVICES-SEO			
40399	09/12/23	LABOR005 LABORATORY, ANALYTICAL & BIOLO					28
V3-00489	1	STP: Testing August 2023	368.00	08-429-316	Expenditure		27 1
				CONTRACT.SERVCS-LABORATORY			
40400	09/12/23	PAMUN010 PA MUNICIPAL HEALTH INSURANCE					28
V3-00479	1	October 2023: Major Medical,	8,722.51	01-401-196	Expenditure		10 1
				MAJOR MEDICAL INSURANCE			
V3-00479	2	October 2023: Major Medical,	247.16	01-401-198	Expenditure		11 1
				DENTAL/VISION INSURANCE			
V3-00479	3	October 2023: Major Medical,	5,088.69	01-410-196	Expenditure		12 1
				MAJOR MEDICAL INSURANCE			
V3-00479	4	October 2023: Major Medical,	140.97	01-410-198	Expenditure		13 1
				DENTAL/VISION INSURANCE			
V3-00479	5	October 2023: Major Medical,	12,356.33	01-430-196	Expenditure		14 1
				MAJOR MEDICAL INSURANCE			
V3-00479	6	October 2023: Major Medical,	353.35	01-430-198	Expenditure		15 1
				DENTAL/VISION INSURANCE			
V3-00479	7	October 2023: Major Medical,	1,454.87	08-429-196	Expenditure		16 1
				MAJOR MEDICAL INSURANCE			
V3-00479	8	October 2023: Major Medical,	106.19	08-429-198	Expenditure		17 1
				DENTAL/VISION INSURANCE			
			28,470.07				
40401	09/12/23	PASTA005 PA STATE ASSOC. OF BOROUGHS					28
V3-00498	1	Police Civil Service: Gayle Ma	75.00	01-401-460	Expenditure		35 1
				CONTINUING EDUCATION/SEMINARS			
40402	09/12/23	PENNS015 PENNSYLVANIA ONE CALL SYSTEM,					28
V3-00487	1	August 2023: Activity Fee	14.56	08-429-300	Expenditure		25 1
				OTHER SERVICES AND CHARGES			
40403	09/12/23	PHYLL005 PHYLLIS SMITH					28
V3-00480	1	Parcel #002-0123---000	646.12	01-409-310	Expenditure		18 1
				PROPERTY TAXES			
V3-00481	1	Parcel #005-0001---000	74.97	01-409-310	Expenditure		19 1
				PROPERTY TAXES			
V3-00482	1	Parcel #018-0016---000	53.55	01-409-310	Expenditure		20 1
				PROPERTY TAXES			
V3-00483	1	Parcel #045-0055---000	546.17	01-409-310	Expenditure		21 1
				PROPERTY TAXES			

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
GENERAL FUND	GENERAL FUND		Continued						
40403		PHYLLIS SMITH	Continued						
V3-00484	1	Parcel #047-0082---000	104.96	01-409-310	Expenditure		22	1	
				PROPERTY TAXES					
			<u>1,425.77</u>						
40404	09/12/23	SALZM005 SALZMANN HUGHES, P.C.							28
V3-00485	1	Representation as Borough Soli	2,778.20	01-404-130	Expenditure		23	1	
				SOLICITOR FEES					
V3-00486	1	Municipal Claims	61.60	08-429-314	Expenditure		24	1	
				LEGAL SERVICES-SEWER					
			<u>2,839.80</u>						
40405	09/12/23	SHEAL005 SHEALERS SEPTIC SERVICE							28
V3-00492	1	HT: August 2023	4,034.00	08-464-450	Expenditure		30	1	
				HT CONTRACTOR-CUR YR					
40406	09/12/23	STACY005 STACY L. KRIETZ							28
V3-00496	1	Office Cleaning: 8/27/23-9/9/2	316.00	01-409-450	Expenditure		33	1	
				CONTRACTED SERS-CUSTODIAN					
40407	09/12/23	THEYO005 THE YORK WATER COMPANY							28
V3-00497	1	Water: Svc 7/24/23-8/25/23	140.89	01-409-365	Expenditure		34	1	
				WATER					
40408	09/12/23	TOSHI005 TOSHIBA FINANCIAL SERVICES							28
V3-00495	1	September 2023: Copier Lease	374.25	01-401-375	Expenditure		32	1	
				EQUIPMENT LEASE					
40409	09/12/23	WESTP005 WEST PENN POWER							28
V3-00475	1	14 Ranch Trl: Barn: Aug 2023	31.02	01-430-361	Expenditure		6	1	
				ELECTRICITY					
V3-00476	1	Green Trl: Aug 2023	21.07	01-454-361	Expenditure		7	1	
				UTILITY SERVICE-ELECTRICITY					
V3-00477	1	14 Ranch Trl: Aug 2023	201.69	01-430-361	Expenditure		8	1	
				ELECTRICITY					
V3-00478	1	Ranch Trl: Aug 2023	14.44	01-430-361	Expenditure		9	1	
				ELECTRICITY					
V3-00494	1	Street Lights	2,386.54	01-434-361	Expenditure		31	1	
				ELECTRICITY					
			<u>2,654.76</u>						
40410	09/27/23	ADAMS005 ADAMS COUNTY AUTO SUPPLY, INC.							29
23-00105	1	Shop Supplies	302.42	01-430-256	Expenditure		1	1	
				SHOP SUPPLIES					
23-00111	1	Filter order 2023 for MS	1,403.34	01-430-254	Expenditure		2	1	
				VEHICLE - PREVENTATIVE MAINT					
			<u>1,705.76</u>						
40411	09/27/23	ADAMS020 ADAMS ELECTRIC COOPERATIVE, IN							29
V3-00516	1	Jacks Mtn Bridge: August 2023	46.29	01-433-374	Expenditure		25	1	
				HIGHWAY SERVICES/SIGNALS					

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Seq	Num Acct
GENERAL FUND	GENERAL FUND	Continued						
40411	ADAMS	ELECTRIC COOPERATIVE, IN Continued						
V3-00518	1	Ski Run Trl: August 2023	99.46	01-454-361	Expenditure		26	1
				UTILITY SERVICE-ELECTRICITY				
V3-00519	1	MS Bldg: August 2023	52.45	01-430-361	Expenditure		27	1
				ELECTRICITY				
V3-00520	1	Trout Run Trl: August 2023	151.82	01-454-361	Expenditure		28	1
				UTILITY SERVICE-ELECTRICITY				
V3-00521	1	Street Lights	1,682.50	01-434-361	Expenditure		29	1
				ELECTRICITY				
V3-00526	1	Pavilion: August 2023	153.58	01-454-361	Expenditure		34	1
				UTILITY SERVICE-ELECTRICITY				
			<u>2,186.10</u>					
40412	09/27/23	AMERI005 AMERICAN UNITED LIFE INS						29
V3-00508	1	Life & Disability Premium: Oct	249.59	01-401-197	Expenditure		14	1
				LIFE/DISABILITY INSURANCE				
V3-00508	2	Life & Disability Premium: Oct	120.74	01-410-197	Expenditure		15	1
				LIFE/DISABILITY INSURANCE				
V3-00508	3	Life & Disability Premium: Oct	303.55	01-430-197	Expenditure		16	1
				LIFE/DISABILITY INSURANCE				
V3-00508	4	Life & Disability Premium: Oct	59.03	08-429-197	Expenditure		17	1
				LIFE/DISABILITY INSURANCE				
			<u>732.91</u>					
40413	09/27/23	ATTM005 AT&T MOBILITY						29
V3-00504	1	Wireless Svc: 8/19/23-9/18/23	48.11	01-401-321	Expenditure		6	1
				TELEPHONE SER & INSTALN				
V3-00504	2	Wireless Svc: 8/19/23-9/18/23	43.07	01-430-321	Expenditure		7	1
				COMMUNICATIONS				
V3-00505	1	GeoTabs: 8/19/23-9/18/23	96.25	01-410-331	Expenditure		8	1
				Travel GPS				
V3-00505	2	GeoTabs: 8/19/23-9/18/23	19.25	01-413-331	Expenditure		9	1
				Travel GPS				
V3-00505	3	GeoTabs: 8/19/23-9/18/23	19.25	08-429-331	Expenditure		10	1
				Travel GPS				
V3-00505	4	GeoTabs: 8/19/23-9/18/23	231.00	01-430-331	Expenditure		11	1
				Travel GPS				
			<u>456.93</u>					
40414	09/27/23	COMMU005 COMMUNITY MEDIA OF SOUTH CENT						29
V3-00515	1	CVB Council Meeting: August 20	220.00	01-400-330	Expenditure		24	1
				Community Media Contract				
40415	09/27/23	EHRLI005 EHRLICH						29
V3-00507	1	Pest Control Service	375.00	01-409-374	Expenditure		13	1
				MAINT SERVICES-EQUIPMENT				
40416	09/27/23	HARRI005 HARRINGTON & SONS						29
23-00125	1	Stihl Cultivator	379.00	01-454-236	Expenditure		3	1
				BUILDING/GROUNDS SUPPLIES				

October 6, 2023
12:57 PM

Carroll Valley Borough
Check Register By Check Date

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void Contract	Ref Num	Ref Seq	Acct
PO #	Item	Description							
GENERAL FUND			Continued						
40417	09/27/23	KELLE005 KELLER ENGINEERS, INC.						29	
V3-00522	1	Phase 2: WWTP Expansion	10,798.63	08-429-602	Expenditure		30	1	
				CAPITAL CONST: Project #2					
40418	09/27/23	KILME005 KILMER INSURANCE AGENCY						29	
V3-00506	1	2023-2024 Bond# B1191248	500.00	01-486-353	Expenditure		12	1	
				SURETY & FIDELITY BOND/BLANK					
40419	09/27/23	PAMUN015 PA MUNICIPAL CODE ALLIANCE, IN						29	
V3-00523	1	Phase 2: WWTP Expansion	8,638.30	08-429-602	Expenditure		31	1	
				CAPITAL CONST: Project #2					
40420	09/27/23	RABOL005 RABOLDS SERVICES						29	
V3-00512	1	July 2023 Calibrations	93.00	01-410-450	Expenditure		21	1	
				CONTRACTED SERVICES - EQUIPMEN					
V3-00513	1	September 2023 Calibrations	93.00	01-410-450	Expenditure		22	1	
				CONTRACTED SERVICES - EQUIPMEN					
			<u>186.00</u>						
40421	09/27/23	REAGA005 REAGAN YEARS L.L.C.						29	
V3-00510	1	J-4: 2024 Band Down-Payment	5,250.00	04-500-492	Expenditure		19	1	
				BANDS/MUSICIANS					
40422	09/27/23	SCHAE005 SCHAEFER FIREWORKS						29	
V3-00511	1	2024 July 4th Fireworks: Down	6,404.00	04-500-495	Expenditure		20	1	
				FIREWORKS					
40423	09/27/23	SECUR010 SECUREWATCH 24						29	
V3-00524	1	Annual Server Subscription	600.00	30-410-740	Expenditure		32	1	
				CAP PURCHASES-MAJOR EQUIP					
V3-00525	1	Annual Connection to Security	160.00	30-410-740	Expenditure		33	1	
				CAP PURCHASES-MAJOR EQUIP					
			<u>760.00</u>						
40424	09/27/23	SMITH005 ATLANTIC TRACTOR - CHAMBERSBUR						29	
23-00130	1	Fuel Cap EQMS5	38.63	01-430-251	Expenditure		4	1	
				EQUIP PARTS - PERIODIC REPLAC					
40425	09/27/23	STACY005 STACY L. KRIETZ						29	
V3-00509	1	Office Cleaning: 9/10/23-9/23	316.00	01-409-450	Expenditure		18	1	
				CONTRACTED SERS-CUSTODIAN					
40426	09/27/23	TREYS005 TREYSTA TECHNOLOGY MANAGEMENT						29	
V3-00514	1	IT Support: October 2023	1,279.20	01-407-321	Expenditure		23	1	
				INTERNET/WEB SITE CHARGES					
40427	09/27/23	USABL005 USA BLUE BOOK						29	
23-00141	1	chlorine reagent	129.17	08-429-221	Expenditure		5	1	
				LABORATORY SUPPLIES					

October 6, 2023
12:57 PM

Carroll Valley Borough
Check Register By Check Date

Page No: 6

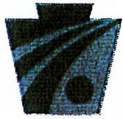
Check #	Check Date	Vendor				Reconciled/Void	Ref Num
PO #	Item	Description	Amount Paid	Charge Account	Account Type	Contract	Ref Seq Acct
GENERAL FUND			Continued				
Checking Account Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount</u>	<u>Void</u>
	Checks:		38	0	98,770.49		0.00
	Direct Deposit:		0	0	0.00		0.00
	Total:		<u>38</u>	<u>0</u>	<u>98,770.49</u>		<u>0.00</u>
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount</u>	<u>Void</u>
	Checks:		38	0	98,770.49		0.00
	Direct Deposit:		0	0	0.00		0.00
	Total:		<u>38</u>	<u>0</u>	<u>98,770.49</u>		<u>0.00</u>

Totals by Year-Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	3-01	58,521.26	0.00	0.00	58,521.26
SPECIAL EVENT FUND	3-04	11,654.00	0.00	0.00	11,654.00
SANITARY SEWER FUND	3-08	27,835.23	0.00	0.00	27,835.23
CAPITAL RESERVE FUND	3-30	760.00	0.00	0.00	760.00
Total of All Funds:		<u>98,770.49</u>	<u>0.00</u>	<u>0.00</u>	<u>98,770.49</u>

Totals by Fund Fund Description	Fund	Expend Total	Revenue Total	G/L Total	Total
GENERAL FUND	01	58,521.26	0.00	0.00	58,521.26
SPECIAL EVENT FUND	04	11,654.00	0.00	0.00	11,654.00
SANITARY SEWER FUND	08	27,835.23	0.00	0.00	27,835.23
CAPITAL RESERVE FUND	30	760.00	0.00	0.00	760.00
Total of All Funds:		<u>98,770.49</u>	<u>0.00</u>	<u>0.00</u>	<u>98,770.49</u>

Carroll Valley Borough
Breakdown of Expenditure Account Current/Prior Received/Prior Open

Fund Description	Fund	Current	Prior Rcvd	Prior Open	Paid Prior	Fund Total
GENERAL FUND	3-01	58,521.26	0.00	0.00	0.00	58,521.26
SPECIAL EVENT FUND	3-04	11,654.00	0.00	0.00	0.00	11,654.00
SANITARY SEWER FUND	3-08	27,835.23	0.00	0.00	0.00	27,835.23
CAPITAL RESERVE FUND	3-30	760.00	0.00	0.00	0.00	760.00
Total of All Funds:		<u>98,770.49</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>98,770.49</u>



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

September 2023

01413 CARROLL VALLEY
5685 FAIRFIELD ROAD
CARROLL VALLEY, PENNSYLVANIA 17320

Dear Municipal Officials:

This letter shall serve as notification that your ESTIMATED Liquid Fuels (Act 655) allocation for 2024 is \$ 236,265.04. Please note that a portion of this payment is based on the State's Motor License Fund taxes to be collected during the remainder of the year. Therefore, changes in consumption or wholesale price could affect the final payment amount.

This amount is based on the mileage of 52.63 and the population of 3940 for your municipality, according to our records as of January 1, 2023. **Any changes made to your mileage figures in 2023 will be reflected in your March 1, 2024 ACTUAL Liquid Fuels payment.**

In order to receive your payment on March 1, 2024, your municipality must be CERTIFIED by February 13, 2024. To be CERTIFIED you must submit the following completed reports to the indicated organization (see actual reports for mailing address):

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

Additionally, while the Department of Community and Economic Development's (DCED's) due date for the 2023 Survey of Financial Condition (SOFC) remains March 15 of each year, in order for you to actually receive your payment on March 1, 2024, the SOFC must also be submitted by February 13, 2024.

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

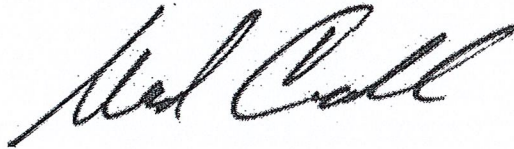
Notice of Estimated Allocation
Page 2
September 2023

as prepared by the Department of the Auditor General and/or Monitoring Review prepared by the Center for Program Development and Management, are resolved.

In the spirit of efficiency, please note that a separate **HIGHWAY TRANSFER ESTIMATED PAYMENT (Act 32)** letter will not be sent to municipalities. This is also known as the Turnback Program. Payments for the Turnback Program mileage will be made in March 2024 and are applicable only to local governments participating in the Turnback Program. Your ESTIMATED Turnback allocation for 2024 is \$.00 This amount is based on the Turnback mileage of 0. Any changes made to your Turnback mileage figures in 2023 and verified by the Department by December 31, 2023, will be reflected in your March 1, 2024 ACTUAL Liquid Fuels payment.

If you receive your payment through electronic funds transfer and you have recently changed your banking information, you must notify the Vendor Data Management Unit (VDMU) at 1.877.435.7363. If you have any other questions, please call Ms. Yvonne Rauch, Center for Program Development and Management, Pennsylvania Department of Transportation, at 717.787.2185.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael B. Carroll". The signature is fluid and cursive, written in a professional style.

Michael B. Carroll
Secretary of Transportation



Stantec Consulting Services Inc.
5000 Ritter Road, Suite 102
Mechanicsburg PA 17055-6922

October 2, 2023

Project/File: 202711948

Borough Council
Borough of Carroll Valley
5685 Fairfield Road
Fairfield, PA 17320

Dear Borough Council Members,

Reference: 115 Sanders Road Parking Lot Addition

On behalf of the Applicant, Ski Liberty Operating Corp., we are requesting and therefore authorizing a sixty (60) day time extension with regard to the Borough's obligation to take action on the above referenced plan. It is our understanding the initial 90-day time limit began on July 20, 2023 and therefore would expire on October 18, 2023. We are proposing to extend the Borough's time limit for acting on the plan through and including December 17, 2023.

We have received plan review comments from the Borough Engineer, and we are requesting the time extension to allow sufficient time to adequately address these comments.

Should you have any questions, I can be contacted at the email address or phone number listed below.

Sincerely,

STANTEC CONSULTING SERVICES INC.

Schnoor, Bill
Digitally signed by Schnoor, Bill
DN: CN=Schnoor, Bill,
OU=Internal, OU=users,
OU=stantec, DC=corp, DC=ads
Date: 2023.10.02
11:38:09-04'00'

Bill Schnoor PE, PMP
Senior Engineering Manager
Mobile: 223-212-9574
bill.schnoor@stantec.com

Attachment: [Attachment]

UNFINISHED BUSINESS



October 4, 2023

Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

DCED – GREENWAYS, TRAILS AND RECREATION PROGRAM (GTRP)

Carroll Valley Borough Trail Project

Request: \$212,000

Support letters were received from Sen. Mastriano and Rep. Moul. Rep Moul confirmed additional outreach was completed to show support of the project. GTRP awards were not announced at the September 19, 2023 CFA, it is anticipated these will be announced at the next board meeting.

Next Steps: Award announcements are anticipated to occur at the CFA meeting on November 21, 2023. GMS will continue to monitor for potential delays in award announcements.

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

Wastewater Treatment Plant Upgrades

Award: \$700,000

The H2O grant expires on June 30, 2024. Project should not be bid until the PENNVEST loan has closed. As a note, the PENNVEST funds can be used as match for the H2O's 50 percent match requirement. The plan is to submit reimbursement requests to the H2O grant program first and then switch to PENNVEST.

Next Steps: The Borough should continue to forward all engineering invoices and proofs of payments to GMS.

PENNVEST

Wastewater Treatment Plant Upgrades

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

The interest rate is 1.743 percent for years 1-5 and 2.179 percent for years 6-20.

The Borough, PENNVEST, GMS, and Salzmann Hughes attended the first settlement conference call on May 23, 2023 and the second on Aug. 16, 2023. Loan closing is now anticipated to occur on Nov. 8, 2023. GMS has begun filling out the closing documents that can be addressed at this time. Once the documents are filled out, GMS will alert the Borough to access the PENNVEST portal to approve and submit the forms.

October 4, 2023

Next Steps: All closing documents must be uploaded to the PENNVEST portal by Oct. 18, 2023. Loan is anticipated to be closed on Nov. 8, 2023.

STATEWIDE LOCAL SHARE ACCOUNT (LSA)

Carroll Commons Park Improvements

Request: \$276,000

Each application must include a cohesive project scope based on a singular project. The focus of the grant request will be overall improvements to Carroll Commons Park. Specifically, the scope of work for the Statewide LSA includes construction of a pickleball court and relocated/expanded lighting, ADA compliant bathrooms, butterfly garden, EV charging stations, and installation of security cameras at the Carroll Commons Park. GMS received a cost estimate on Sept. 29, 2023. There is no match requirement for Statewide LSA, so the grant request is the total included on the cost estimate. GMS has provided the Borough with a resolution to file the application for review and consideration. The grant deadline is Nov. 30, 2023 and it is anticipated that awards will occur in late 2024.

Next Steps: The Borough should review and take action on the resolution to file. GMS will continue to draft the application narrative.

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

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

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

Next steps: None at this time.

ELECTRIC VEHICLE (EV) CHARGING STATIONS INITIATIVE

GMS and the Borough decided to add the EV charging stations to the Statewide LSA request. If the request is not awarded, or awarded in part, GMS will continue to research potential funding sources for the EV charging stations.

Next Steps: If the Statewide LSA grant request is not awarded, GMS to continue to monitor potential programs.

PROJECTS/PROGRAMS TO MONITOR

- Broadband Initiative
- Intersection of Routes 16 and 116 Traffic Light
- Sports complex and recreation area construction on Borough-owned property along Routes 16 and 116



Lot Sale Guidelines

The following are guidelines for ranking and evaluating Borough-owned real estate values. Borough Council can use these guidelines as a tool to assess property sale requests from citizens as well as the prioritizing of properties for occasional sales. The *Pennsylvania Borough Code* has specific requirements for the sale of real estate, and you will see that language shown *in this format*.

"No real estate owned by the Borough may be sold except upon approval of council by resolution."

Annual Sales Guidelines

What factors should the Borough consider when deciding if it is an appropriate time to auction lots, and when appropriate, how many?

- National Economy (consumer confidence, inflation/recession, unemployment)
- Mortgage interest rate fluctuations
- State of the housing market (how fast are homes and land selling once listed?)
- Availability of land vs. demand (selling too many lots at once could drive the market down)
- # of new builds versus average
- Was a specific lot requested by an adjoining property owner?

Individual Lot Evaluation(s)

The below criteria should be used to rank the Borough-owned property list offered occasionally for sale. Individual requests for borough-owned property will only be considered during the annual sale window, which is a period from July 4 to Labor Day.

- Does the lot have Public Sewer or an Approved Perc?
- Was tax money previously invested in property? (Did the Borough buy the lot?)
- Average Slope < 25%?
- Existing Road Frontage?
- Floodplain?
- Determinable public use?

Sale Procedures

1. Perc/sewer status for each lot will be determined first. To complete this determination –
 - a. Does the lot have acceptable isolation distances from adjoining wells and septic?
 - b. Does the lot have a slope of less than 25%?
 - c. If "yes" to both questions, the Borough must complete a perc test unless prior results exist from the previous 24 months.
 - d. If "no" to either question, the Perc test will fail, and the lot should be noted as "perc failed."
2. All lots to be considered for sale must have an appraisal completed prior to advertisement.
3. All lots will be sold via a sealed bid process (except as provided for in number 6 of this part)

4. Advertisement of availability of lots
 - Ad in the newspaper – *“The advertisement shall be published once in one newspaper of general circulation not less than ten days prior to the date scheduled for the opening of bids or public auction. The date for opening bids or public auction shall be announced in the advertisement.”*
 - Electronic sign in front of the office. (Minimum of 14 days)
 - Real estate for sale by owner websites
 - Borough website (Minimum of 14 days)
 - Social Media such as Facebook and Facebook Marketplace (Minimum of 14 Days)
 - For Sale By Owner Yard Sign (Minimum of 14 Days)

5. Award of contracts. -- Bids will be opened prior to the regular monthly meeting of the council by staff, and a summary of bids received will be supplied to the council. Bids must be submitted upon a form created by the Borough and be filled out completely. The form will require the bidder to agree to pay for all costs associated with the property transfer in addition to their bid price. *The award of contracts shall be made only by public announcement at a regular or special meeting of council. All bids shall be accepted on the condition that payment of the purchase price in full shall be made within 60 days of the acceptance of bids. If no compliant bids are received after advertisement, the property must be bid a second time. If after two unsuccessful bid acceptance periods, the council may enter into a contract with whomever they choose.*

6. Rejection of bids. --*The council shall have the authority to reject all bids if the bids are deemed to be less than the fair market value of the real property. In the case of a public auction, the council may establish a minimum bid based on the fair market value of the real property.*

7. Exception to sealed bid process – The Boroughs’ fiduciary responsibilities should dictate that exceptions to the above guidelines are a rarity; however, the Borough Code does provide for one: *Real estate owned by a borough may be sold at a consideration of \$6,000 or less without advertisement or competitive bidding only after council estimates the value of the property upon receipt of an appraisal by a qualified real estate appraiser. Prior to selling real estate valued at \$6,000 or less without advertisement or competitive bidding, council shall make a public announcement of the council’s intention to sell the real estate at a regular or special meeting of council at least 30 days prior to the sale.*

NEW BUSINESS

FOR YOUR INFORMATION

**Municipal Services Report
September 2023**

Road Work and Right of Way: 264 Man-Hours

- Road work performed included:
 - Trimmed trees at Bluebird and Rt 116 to improve sight distance.
 - Cleaned side ditches of Champion, Golfview, Marlene, Hickory, Fernwood, Dogwood and Woodland Trails
 - Removed fallen and dangerous trees on Ringneck, Creekview, Cheryl Pinehill, Skylark and Echo Trails
 - Prepared damaged areas in roadways for tar and chipping. Tar and chipped these areas throughout the Borough.
 - Set up/removed signage before and after road repairs.
 - Cleaned storm grates.
 - Repaired damage sign on Marten Trail
 - Hauled stone in for roadway repairs.
 - Swept excess stone from repaired areas.

Equipment Maintenance and Repair: 52 Man-Hours

- Municipal Services/Parks/Zoning/STP Departments:
 - PM service and new battery installed in MS11 (2016 F-550 D/T)
 - PM Service on EQMS6 (Bandit Brush Chipper)
 - Washed MS trucks.
 - Removed Shoulder machine from MS12 (2021 Mack D/T)
- **Police Department: 4 Man-hours**
 - Changed 2 damage tire on PL 22 (2017 charger marked)
 - electronic speed sign maintenance

Parks and Property Maintenance: 458.5 Man-Hours

- Borough office building
 - Weeded flower beds
 - Installed AED in vestibule.
- Ranch Park
 - Weeded playground areas
 - Weekly mowing and trimming
 - Trash removal
 - Swept parking lot
- Carroll Commons Park
 - Trash removal.
 - Weekly mowing and trimming

- Installed concrete pad for propane tank and drilled chimney for propane line for gas log installation @ the Cortner Pavilion.
- Painted parking space lines @ the Cortner pavilion
- Replaced damaged boards on bridges throughout the park.
- Installed parking blocks @ the Cortner Pavilion

- Lake Kay Mini Park
 - Routine Maintenance consisted of trash collection and removal.
 - Mowing of park
- Lake Mae/" New" property
 - Weekly mowing and trimming.
 - Continued to remove overgrowth of brush, vines, and trees.
 - Treated the Japanese Knotweed on the property.

- Municipal services facility
 - Cleaned shop floors.
 - Cleaned breakroom and office area.

Admin, Events and Training: 38 Man-Hours

- Staff Meetings
- All employees attending an AED training Class.
- Completed the Pesticide Applicator Exam in Gettysburg

Sewer Treatment Plant: 2 Man-Hours

- Assisted operator with moving items to prepare for operational changes.

Paid Time Off: 189.5 Man-Hours

- 189.5 hours- Sick, Comp, holiday, and Vacation leave

Respectfully Submitted,

Brad A. Sanders

Brad A. Sanders

MS Supervisor

Hours/Mileage September 2023						
Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours		
MS2	2010 Ford Expedition	85636	86025	389		
MS3	2010 Ford F550 D/T	51035	51187	152		
MS4	2001 Chevy B/T	82725	82767	42		
MS5	2007 Freightliner Sweeper Truck	16097	16146	49		
MS6	2012 INT 7400 D/T	13664	13716	52		
MS7	1999 Int 5000 D/T	120930	120944	14		
MS8	2015 Mack Granite	13767	13872	105		
MS10	2012 Ford F550 D/T	77945	78152	207		
MS 11	2016 Ford F550 D/t	38921	39093	172		
MS12	2021 Mack Granite	1988	2017	29		
Total Mileage				822		
EQMS2	2006 Bobcat Skid loader	894	Inoperable 06/2023			
EQMS3	2021 Volvo loader	155	157	2		
EQMS4	580 John Deere 570B Grader	771	771	0		
EQMS5	6110 John Deere Boom Mower	1667	1689.1	22.1		
EQMS6	Bandit Brush Chipper	352	353	1		
EQMS10	2019 JCB Backhoe	1386	1421.8	35.8		
EQPK3	301A John Deere tractor	Hour meter inoperable				
EQPK7	John Deere Gator	67	75	8		
EQPK8	2023 Scag Mower	39	47	8		
EQPK 6	2018 Simplicity mower	482	503	21		
Total Equipment hours				97.9		



BOROUGH OF CARROLL VALLEY WWTP MONTHLY REPORT

Month September 2023

Total Monthly Flow- 2.998 MGD

Average Monthly Flow- .100 MGD

Sludge Hauled- 22,000 Gal

Chlorine Usage-130 Gal

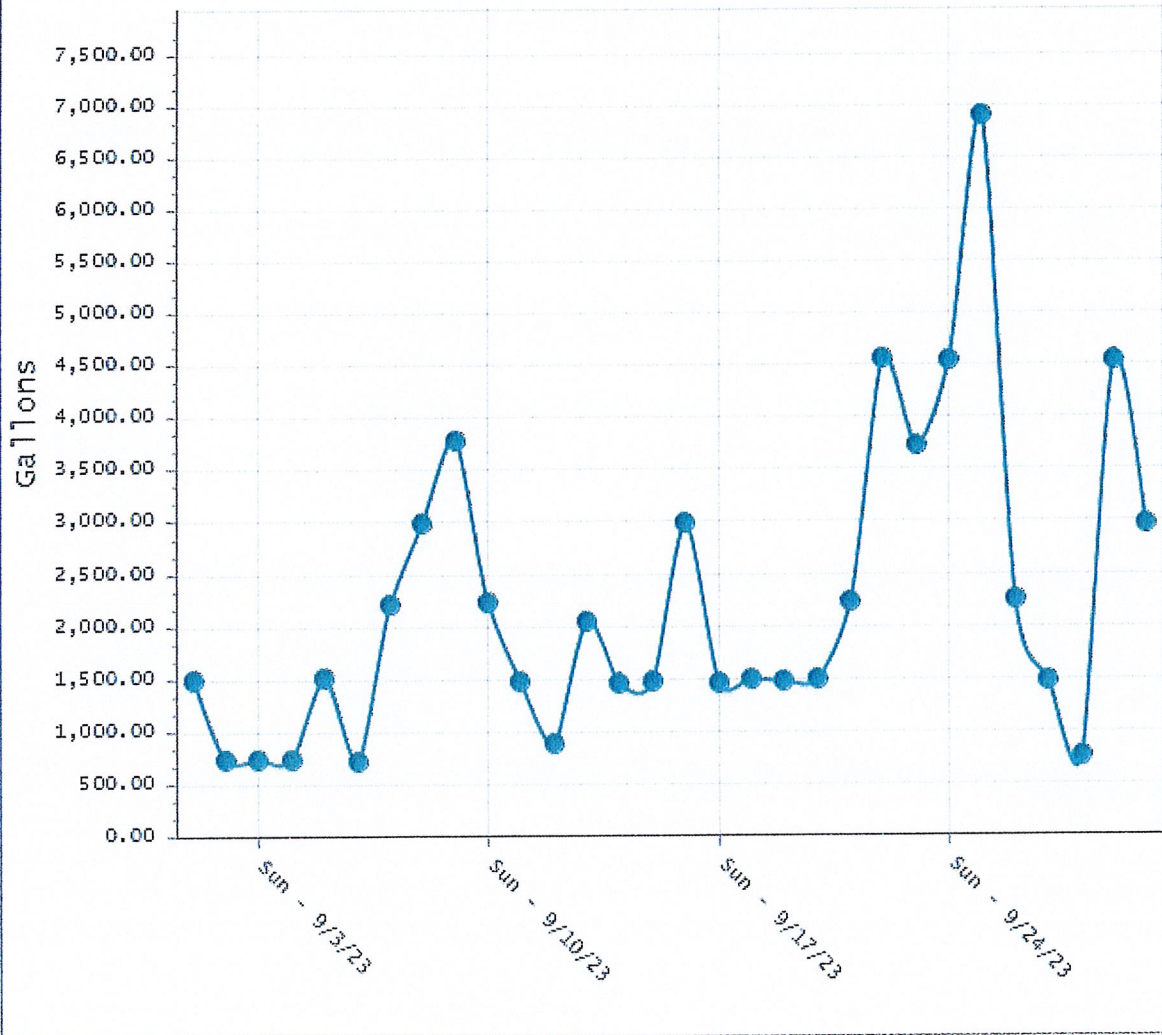
Total Precipitation- 7.08"

Work Conducted and Comments

- Office Trailer was hauled away.
- Chlorine contact tanks cleaned.
- There is still a minor foaming issue. Chlorine is being applied to the return sludge occasionally to help remedy the issue.
- The jetting machine has been serviced and prepared to for winter storage.
- One minor rain event occurred with little to no impact on the plant.

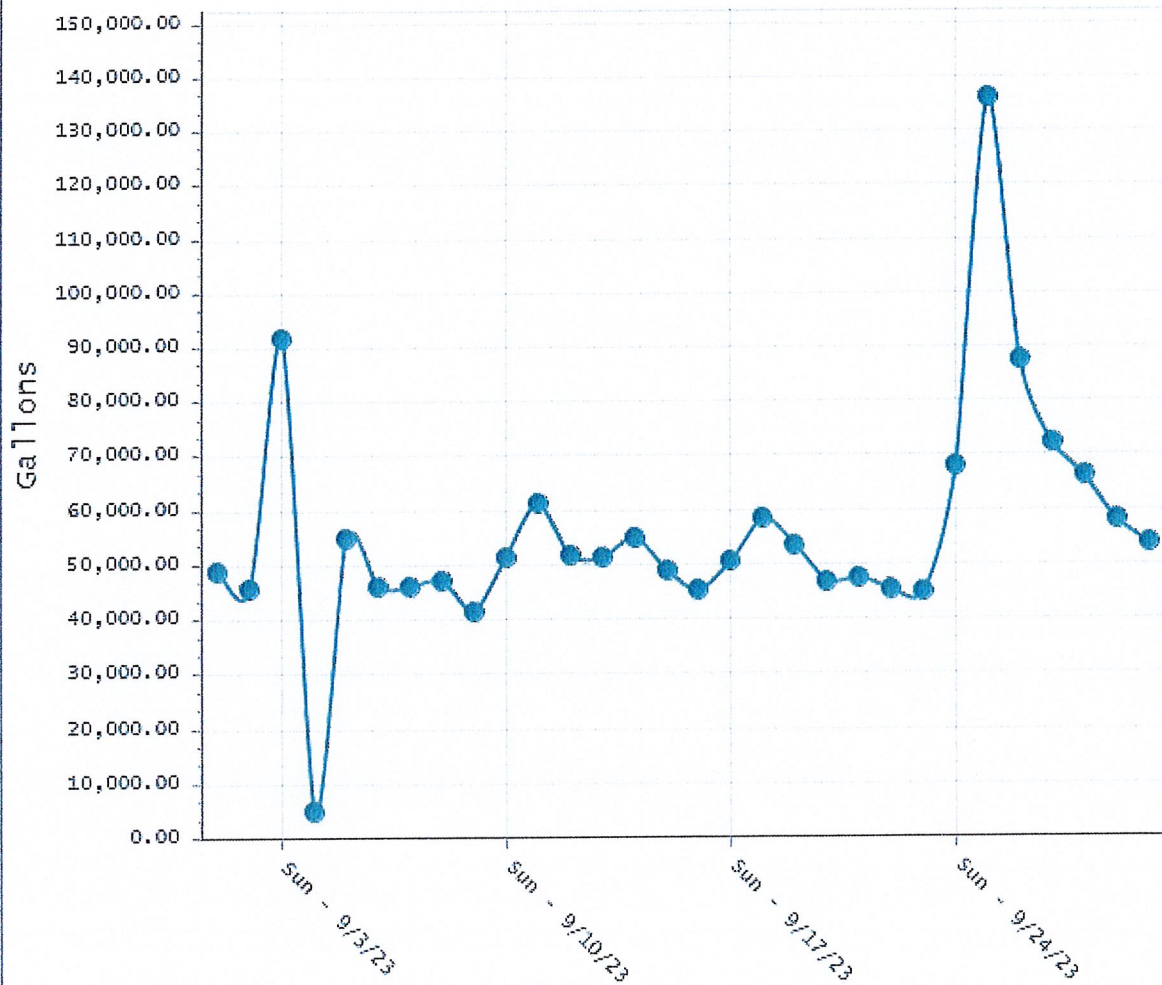
Station Effluent (Outflow)

Fri. 9/1/23 to Sat. 9/30/23



Station Effluent (Outflow)

Fri. 9/1/23 to Sat. 9/30/23



**- Pump Calculations for Carroll Valley Borough -
 Liberty Pump Station
 Friday, September 1, 2023 to Saturday, September 30, 2023**

- Date Range Statistics -									
Pump	AVG Cycles	Total Cycles	AVG Draw Down	AVG Runtime	Total Runtime	AVG GPM	AVG Effluent	Total Effluent	
1	1	45	00:05:00	00:07:31	03:45:33	134	1,123	33,706	
2	1	45	00:05:01	00:07:31	03:45:59	139	1,123	33,698	
3	0	0	00:00:00	00:00:00	00:00:00	0	0	0	
						Station:	2,246	67,404	

**- Pump Calculations for Carroll Valley Borough -
 Sanders Pump Station
 Friday, September 1, 2023 to Saturday, September 30, 2023**

- Date Range Statistics -									
Pump	AVG Cycles	Total Cycles	AVG Draw Down	AVG Runtime	Total Runtime	AVG GPM	AVG Effluent	Total Effluent	
1	35	1,067	00:01:11	00:42:10	21:05:18	442	18,692	560,774	
2	35	1,068	00:01:11	00:42:19	21:09:56	441	18,710	561,310	
3	35	1,067	00:01:11	00:42:06	21:03:29	442	18,640	559,207	
						Station:	56,042	1,681,291	



3800-FM-BCW0435 3/2012

SUPPLEMENTAL REPORT
DAILY EFFLUENT MONITORING

Facility Name: Carroll Valley STP
Municipality: Borough of Carroll Valley
Watershed: 13-D
Laboratories: LABS Inc.

Month: 9 (select number)
Year: 2023
Permit No.: PAU00039 A-1
Outfall: 001
Renewal application due 180 days prior to expiration.
This permit will expire on: Completion of Construction

County: Adams

Table with columns: Parameter, Flow, pH, Dissolved Oxygen, TRC, CBOD5, TSS, Fecal Coliform, NH3-N, NH3-N, BOD5, TSS, Rainfall (in). Rows include weekly data for 5 weeks and summary statistics for DMR.

I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gather and evaluate the information submitted. Based on my review of the data and the information submitted, I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. Stat 18 P.S. C.S. § 4904 (relating to unsworn falsification).

Prepared By: Jeddiah D Fetter
Title: Chief Operator
License No.: S17793
Date: 10/4/2023