

#### BOROUGH COUNCIL AGENDA TUESDAY, MARCH 9, 2021 – 7:00 P.M.

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

#### REGULAR MEETING - via on-line platform ZOOM

- 1. Approval of Minutes: February 9, 2021 Regular Meeting
- 2. Open to the Public See Document "Telemeeting (Zoom) Procedures March 2021"
  - a. Citizens may comment by using the Raise Hand button at the bottom of the screen.
  - b. Citizens may use the Question & Answer (Q&A) feature
  - c. Citizens may submit Written Comments to be read aloud.
  - d. Resident Request Spring Trail
  - e. Eagle Scout Project Request Brody Holz
- 3. Ordinances and Resolutions
- 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. Committee Application Zoning Hearing Board
- 7. Administrative Business Borough Manager
  - a. Treasurer's Report February 2021
  - b. Municipal Waste Contract Joint Bidding Request
  - c. 2021 Materials Bid Request to Advertise
  - d. Pest Control Quotes
  - e. Copier Lease Quotes
  - f. 2021 Liquid Fuels Notification of Allocation
- 8. Unfinished Business
  - a. Grant Funding Updates
  - b. Property Maintenance 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

### PUBLIC COMMENT

## Borough of Carroll Valley Zoom (TeleMeeting) Procedures

#### Council, Mayor, and Staff

- 1. You will be visible, and your microphones will be live.
- 2. Please raise your hand to speak and wait for the Council President to acknowledge you.
- 3. Any Council member calling in can say 'Mr. President' and then wait to be acknowledged.

#### **Public Comment**

#### **Speaking Live On-Line**

- 1. To comment click on the "Raise Hand" button at the bottom of the screen.
- 2. When the Council President directs, the Chief will unmute the citizen's microphone.
- 3. Citizens are asked to give their name, address, and the organization they represent (if applicable). Comments are limited to five minutes per citizen. After making their comment, the citizens line will again be muted.

#### Q&A app

- 1. Click the "Q&A" button at the bottom of the Zoom screen. (If you do not see the Q&A button, float your mouse to the bottom of the zoom window and the button will become visible.)
- 2. Type your question or comment. Include your name, address, and the organization you represent (if applicable).
- 3. Hit return when finished.
- 4. Questions will be read by the Chief.
- 5. The Council President will answer questions or direct them to the appropriate staff member.

#### Telephone

- 1. Citizens joining by telephone can email their question or comment to Borough Secretary Gayle Marthers <a href="mailto:gayle@carrollvalley.org">gayle@carrollvalley.org</a>. Include your name, address, and the organization you represent (if applicable).
- 2. The Borough Secretary will raise her hand to inform the Council President that she has received questions or comments.
- 3. The Borough Secretary will read the questions or comments when directed by the Council President.
- 4. The Council President will answer questions or direct them to the appropriate staff member.

#### **Written Comments**

Written Comments can be submitted to gayle@carrollvalley.org by the advertised deadline of 10:00 AM Tuesday, March 9, 2021.

Comments, that include a name, address and organization they represent (if applicable), will be read aloud during the Tuesday, March 9, 2021, 7:00 p.m., Council meeting.

#### Gayle R. Marthers

From: Pam and Bruce <pbrowland@embarqmail.com>

Sent: Friday, February 19, 2021 11:15 AM

To: Gayle R. Marthers
Cc: TimLight@msn.com
Subject: The spring on Spring Trail
Attachments: The Spring of Spring Trail.docx

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.

Dear Carroll Valley Board Members and Administration,

I am contacting you regarding a concern and proposal. The owner of lot 13 Spring Trail, Mr. Tim Light (see attached parcel map), and I have been in contact regarding the protection of the spring on his property. This is a historic spring that contributes water into Tom's Creek which is a recognized trout stream. In the past the spring provided water to the dairy farm which is now the maintenance shed building along 116 (info via a lifelong resident) and is the spring after which Spring Trail is named.

Mr. Light would like to sell his property but is concerned about preserving the spring. On his behalf I contacted several conservation /environmental organizations but even though the spring is a high value ecological component, the associated land size is too small for most organizations to consider. In light of this, would the borough please consider purchasing this property and putting it in some type of conservation?

Again, this is the spring of Spring Trail and of important historic and ecological value. In talking with our neighbors, there is community concern over the potential loss of this spring after which their trail is named. We have seen the "timbering" job that was done on lots 11, 15, 17, and 19 Spring Trail and are very concerned about the potential for more devastation to our local landscape.

Sincerely, Bruce and Pam Rowland 39 Spring Trail

PS: We welcome any other ideas on how we could preserve this spring.



# Gaga Pit Project 2021

Brody Holz, BSA Crew 230

### Who am I?

My name is Brody Holz and I am a prospective Eagle Scout. I attend Fairfield High School, live in Fairfield and have been scouting for almost 7 years. The rank of Eagle Scout is one of the highest achievements a Boy Scout can achieve, and is a respectable addition to résumés, college applications, and military service.

The rank requires the scout to complete a large community service project. I am hoping that I can earn this rank by making this long-term addition to Carroll Valley Borough Park, which would serve the nearby community for many years to come.

### What is a Gaga Pit?

A Gaga Pit is a octagonal or hexagonal area with a low fence around 20 feet wide. It is used to play Gaga Ball, where the objective is to hit a kickball at one another's shins, while protecting your own. It is very entertaining and easy to pick up for all ages, but can also be quite competitive if you want it to be.







### Outline

I plan to start work on this project this summer, as early as possible. The approximate cost will total about \$1900. This includes \$900 for the hardware (like the specialized brackets that hold the walls together), \$600 for the lumber, and \$400 in other materials (ground cover, concrete, etc).

My plan is to raise money through mediums such as GoFundMe & and other fundraisers. I hope to get the lumber donated. Nothing will be requested from the borough in terms of materials or funds.

Labor will be sourced from Crew 230, to which I belong. I plan on building two (2) complete Gaga Pits. Where in the park the pits will be located is entirely at the borough's discretion, and I am happy to accommodate any requests or specifications, within reason.

### Conclusion

I hope that you now have a better understanding of both what a Gaga Pit is as well as the scope of this Eagle Scout project. These pits will benefit park-goers of all ages for years to come with an easy and entertaining game to play. The pits are low-maintenance and will be built to last.

Of course, if you have any questions, please don't be afraid to ask now or email me at <a href="mailto:brickmasterbh@gmail.com">brickmasterbh@gmail.com</a> at a later date.

Thank you for your time and consideration!

### ORDINANCES and RESOLUTIONS

### MAYOR'S REPORT



### February 2021 Police Report

by
Chief Richard L Hileman II
Carroll Valley Borough Police



#### **Special News / Achievements:**

 Full time officers and police staff received their second Moderna vaccine in mid-February thanks to WellSpan Herrs Ridge and their terrific staff.



Patrol Officer Peiffer
 completed all his speed



Police wish to remind everyone to be suspicious of phone calls and email that lead to frauds. One of the more recent fraud attempts involves email, or even phone calls, that report the victim has purchased expensive items on Amazon



and the fraudster is 'verifying' if these are legitimate purchases. The victim becomes alarmed they might have to pay these charges and responds. And that begins the process where a criminal extracts sufficient information to steal from the victim. The thing to always keep in mind is if you get the alarming email or phone call that makes you want to respond right away, that is the mark of a fraud.

#### **Monthly Activities:**

- Police investigated another house fire for cause in Carroll Valley. This is the 3<sup>rd</sup> house fire recently. Police were assisted by the State Police Fire Marshal's Office.
- We have seen a number of frauds calls in the area recently that have resulted in losses to residents.



- The extended cold resulted in the ice fishermen returning to Lake Mae and with their return, we also again received calls regarding their safety on the ice. In speaking to these fishermen, we learned that even though the north side of the lake where the water enters the lake is ice free, the lower area had at least five inches of ice, 2 more inches than is generally considered safe.
- A child abuse investigation resulted in cooperative investigation with NY authorities.
- 7 calls occurred outside coverage hours, including a prowler, a mental health call, and a welfare check of an elderly resident.

#### **Traffic Enforcement:**

 Officers conducted 19 vehicle stops and were called to 3 vehicle crashes resulting in 15 citations, faulty equipment notices, and warnings, 4 of which were for stop signs.



• 3 Arrests for Driving under the Influence involving drugs and alcohol, one of which involved a crash, a refusal, and a search warrant.

#### **Upcoming Events:**

Police Department with Liberty Twp PD, in cooperation with the US Drug Enforcement Agency and Collaborating for Youth, will give the public its 17th 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. Find other locations at <a href="http://www.deadiversion.usdoj.gov/drug\_disposal/takeback/">http://www.deadiversion.usdoj.gov/drug\_disposal/takeback/</a>

#### **Statistical Measures:**

	Feb 2020	Feb 2021	YTD 2020	YTD 2021
Criminal / Mental Health Arrests				
Criminal		7		10
Mental Health				2
Runaways				1
Burglaries, Robberies, Thefts		-		-
Residential Burglaries		-		1
Commercial Burglaries		-		-
Armed Robberies		-		-
Strong-Arm Robbery		-		1
Thefts		6		10
Criminal Mischief				
Criminal Mischief (damage to property)		-		1
Assault and Domestic Disputes				
Domestic disputes		1		4
Non-domestic assaults		_		2
Rape / Sexual Assaults		-		
Drugs				
Disorderly / Drunkenness		2		6
Traffic Related				
Citations / Faulty Equip / Warnings		15		56
Driving under the Influence		3		6
MV Crashes		3		9
Miscellaneous Activities				
Calls from Public		98		224
Officer initiated		21		73
Total CV Calls		119		297
Vehicle Mileage				
	Starting	Ending	Total	
2017 Dodge Charger Unmarked	14,318	14,876	558	
2017 Dodge Charger Marked	56,473	57,581	1,108	
2014 Dodge Charger Unmarked	66,800	67,860	1,060	
2014 Dodge Charger Marked	82,834	83,158	324	
2010 Ford Exp Marked	82,965	83,030	65	
		Total	3,115	

## FIRE/EMS/EMA REPORT

### FAIRFIELD FIRE & EMS

### Fire Report - FEBRUARY, 2021

Calls for the Month –	11
Year to Date Total -	34
Nature of Call(s)	
Fire Police - Automatic Fire Alarm Structure Fire - Medical Assist Chimney Fire Motor Vehicle Accident Wildland Fire Transfer Landing Zone CO Alarm	1 3 7
Location of Call(s)	
Carroll Valley Borough Fairfield Borough Franklin Township Freedom Township Hamiltonban Township Highland Township Liberty Township	3 2 1 0 3 1
Gettysburg Borough	1
Franklin County – Blue Ridge Frederick County, MD – Emmitsburg	

### FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT

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



#### **MONTHLY FIRE REPORT FOR JANUARY 2021**

Breakdown of calls by type:

Building fire	6
Power line down	
Auto accident	1
Automatic fire alarm	1
Service call	1
Good Intent	8
TOTAL	19

Notes: Very busy month. Dispatched to 12 building fires of which 6 were working incidents.

David M. Martin

Fire Chief

cc: Carroll Valley Borough Hamiltonban Township

**Liberty Township** 

### Fountain Dale Volunteer Fire Department

Fairfield, PA

This report was generated on 2/2/2021 9:55:33 PM

#### **Incident Type and Street Name for Date Range**

Incident Status: Reviewed | Start Date: 01/01/2021 | End Date: 01/31/2021

Incident Date	Address	Incident Type
01/01/2021	Iron Springs Road, Fairfield, PA 17320	Power line down
01/01/2021	Thunder Trail, Fairfield, PA 17320	Power line down
01/04/2021	Dixon Road, Fayetteville, PA 17222	Dispatched & cancelled en route
01/11/2021	Woodland Trail, Fairfield, PA 17320	Smoke detector activation due to malfunction
01/12/2021	Grindstone Hill Road, Greencastle, PA 17225	Building fire
01/12/2021	Carrick Court, Emmitsburg, MD 21727	Dispatched & cancelled en route
01/13/2021	South Washington Street, Greencastle, PA 17225	Cover assignment, standby, moveup
01/15/2021	Fruitwood Trail, Fairfield, PA 17320	Building fire
01/15/2021	Zimmer Lane, Cascade, MD 21719	Building fire
01/23/2021	Leiter Street, Leitersburg, MD 21742	Dispatched & cancelled en route
01/23/2021	Old Forge Road, Smithsburg, MD 21783	Dispatched & cancelled en route
01/23/2021	Stottlemyer Road, Wolfesville, MD 21773	Building fire
01/24/2021	Hearthwood Drive, Waynesboro, PA 17268	Building fire
01/24/2021	Snow Bird Trail, Fairfield, PA 17320	Dispatched & cancelled en route
01/27/2021	Waynesboro Pike, Fairfield, PA 17320	Motor vehicle accident with injuries
01/29/2021	Fairfield Road, Fairfield, PA 17320	Building fire
01/30/2021	South Church Street, Waynesboro, PA 17268	Dispatched & cancelled en route
01/30/2021	South Church Street, Waynesboro, PA 17268	Dispatched & cancelled en route
01/31/2021	Main Trail, Fairfield, PA 17320	Dispatched & cancelled en route

## FOUNTAIN DALE VOLUNTEER FIRE DEPT 2021 BY MONTH CALLS PER MUNICIPALITY

TOWNSHIP	JAN	FEB	MAR	APR	MAY	NUL	JULY	AUG	SEPT	ОСТ	NOV	DEC	TOTAL
HAMILTONBAN TOWNSHIP	2												
LIBERTY TOWNSHIP	1												
MONT ALTO BORO	0												
WASHINGTON TOWNSHIP	1				· ·								
CARROLL VALLEY BOROUGH	5												
BOROUGH OF WAYNESBORO	2												
FREDERICK COUNTY	2												
WASHINGTON COUNTY	3												
QUINCY TOWNSHIP	1												
CUMBERLAND TOWNSHIP	0												
GUILFORD TOWNSHIP	0												
FAIRFIELD BOROUGH	0												
FREEDOM TOWNSHIP	0												
ANTRIM TOWNSHIP	2												
TOTAL	19												
			<u> </u>	<u> </u>								<u> </u>	

#### FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT

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



#### **MONTHLY FIRE REPORT FOR FEBRUARY 2021**

Breakdown of calls by type:

Building fire	1
Medical Assist	3
Good Intent	1
TOTAL	5

Notes: A much needed slow month was had in February.

David M. Martin

lave\_

Fire Chief

cc: Carroll Valley Borough

Hamiltonban Township

**Liberty Township** 

#### FOUNTAIN DALE VOLUNTEER FIRE DEPT 2021 BY MONTH CALLS PER MUNICIPALITY

TOWNSHIP	JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEPT	ОСТ	NOV	DEC	TOTAL
		1						<b> </b>					
										<b> </b>	<b></b>		<del></del>
HAMILTONBAN TOWNSHIP	2	0							<del>-</del>				
LIBERTY TOWNSHIP	1	1		Ì									
MONT ALTO BORO	0	0											
WASHINGTON TOWNSHIP	1	0											
CARROLL VALLEY BOROUGH	5	2											
<b>BOROUGH OF WAYNESBORO</b>	2	0											
FREDERICK COUNTY	2	1											***************************************
WASHINGTON COUNTY	3	0											**************************************
QUINCY TOWNSHIP	1	0							***************************************				<del></del>
CUMBERLAND TOWNSHIP	0	0											***************************************
GUILFORD TOWNSHIP	0	0								T			
FAIRFIELD BOROUGH	0	0											
FREEDOM TOWNSHIP	0	1											***************************************
ANTRIM TOWNSHIP	2	0											
TOTAL	19	5										$\dashv$	24
						l				T			

### **Fountain Dale Volunteer Fire Department**



This report was generated on 3/3/2021 3:46:09 PM

#### Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 02/01/2021 | End Date: 02/28/2021

Incident Date	Address	Incident Type
02/13/2021	Emmitsburg Road, Gettysburg, PA 17325	Dispatched & cancelled en route
02/14/2021	Fawn Trail, Fairfield, PA 17320	Building fire
02/14/2021	Diane Trail, Fairfield, PA 17320	Medical assist, assist EMS crew
02/18/2021	Harbaugh Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
02/19/2021	Old Waynesboro Road, Fairfield, PA 17320	Medical assist, assist EMS crew

### COMMITTEE REPORTS



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

<b>Print For</b>	m
------------------	---

Submit by Email

Date

2-11-202(

### **Committee Application**

			bbce		
Please Note: You may includ	de any additional information a	as you feel may be necessary to u	nderstand your qualification	ons. Use the back of this form, or attac	n additional sheets as needed
<b>Contact Inform</b>	ation				
Name	HARRY Fis	hrR	Home Phone	443 401 7	897.
Address	15 Ridge	TR.	Work Phone	443-401-79	39.7
City, State, Zip 🗘	24RROLL VA	May PA 17.320	email HF	ISHYRD BLAU	
Commitee Inter		/ (	4-14	101111	1615.00·K
Check which co vacancy exists,	ommittee(s) you are in please check the "An	nterested in joining. If yo y Committee" box.	ou would rather be	appointed to any committe	e where a
☐ Any Comn	nittee	Civil Service Comm	ission (6 yr)	☐ Vacancy Board (1 yr)	
Finance Co	ommittee (5 yr)	Municipal Services	Committee (3 yr)	Board of Health (5 yr)	
Planning (	Commission (4 yr)	Sewer & Water Aut	nority (5 yr)	Parks & Recreation & E Advisory Council (5 yr)	nivronmental
Public Safe	ety Committee (4 yr)	X Zoning Hearing Box APPEALS BO	ard (3 yr)	' Advisory Council (5 yr)	
Background Info	ormation	Appears Do	>ARX.		
Are you current	tly employed ? 🔽 Y	es No Retired	If Yes, Occupati	on/Employer 5A LZS /	BLANZE MI
Check times yo	ou cannot attend a me	eeting: C	heck which day(s) y	ou cannot attend a meeting	y: (
Morning	g Meetings (9:00 am to	12:00 pm)		☐ Wednesday	
☐ Afternoo	on Meetings (12:00 pn	n to 4:00 pm)	Tuesday	Thursday	
	etings (7:00 pm to 9:0				
How many years	have you lived in Carro	ll Valley? $35$ Hi	ghlest Level of Educa	tion Attained: $B \leq \delta F$	Bus works
Are you now, or h	nave you ever, served or	any Committee, Commiss	ion, Authorities or Bo	pards? If so, which ones and wh	en?
	00				
Why do you want to se	rve?				
, , , ,	my LOCAL	COMMUNI	III MAI	NTAIN A high	2 QUALITY
OF life.	I Feel	. That m	y LiFzz	XpcRieness	could
	PFull To	Ahh.		,	
What skills, strengths,	or abilities do you b	elieve you will add to	the committee, co	mmission, authority or bo	ard?
30+ YEARS	Re LATIONS	CONTRACTS TO Public S	WITH ST AFETY AG	ARE FEDERAL &	Local.
STRONG Bus	sinuss Back	ground, Go	ad Brela Ti	onship Buill	in Skille
Reference (Please Inc	clude one personal refe	rence.)			· A - MMO
Sim murk			2 (1) 12.32	10 717-330	1-174R
Name	/	Address	1	Phone Number	-6/10

### ADMINISTRATIVE BUSINESS

### BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 28 February 2021

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD							T	
CHECKING ACCOUNT	\$41,964.93	\$0.00	\$0.00	\$3,223.68	\$27,511.34	00.00		
INVESTMENTS	\$2,424,061.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$72,699.95	\$3,376.57
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00		\$368,742.41	\$2,792,803.67	\$366,230.93
DUE FROM OTHER FUNDS	\$17,410.29	\$3,632.08	\$471,985.89	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE TO OTHER FUNDS	\$1,393,101.02	\$595.92	\$31,582.41	\$0.00	\$1,152,243.40	\$0.00	\$1,645,271.66	\$0.00
LIABILITIES	\$23,421.95	\$0.00	\$0.00	\$142,000.28	\$170,089.97	\$0.00	\$1,595,369.32	\$52,076.73
NET BALANCE	\$1,067,338.51	\$3,036.16	\$440,428.48		\$0.00	\$0.00	\$165,422.23	\$730.93
		70,000.10	Ψ170,720.40	(\$138,776.60)	\$1,009,664.77	\$368,742.41	\$2,750,433.73	\$316,849.84
TRANSACTIONS FOR PERIOD		T						
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$83,632.11	\$0.00	\$22,466.22	640,000,00				
ACTUAL EXPENDITURÉS (-)	\$137,352.30	\$47.70	\$17,492.91	\$12,802.80	\$1,051.40	\$4.23	\$119,956.76	\$1,002.72
ENCUMBERED FUNDS (-)	\$24,308.65	\$0.00		\$12,802.80	\$332,132.84	\$0.00	\$499,828.55	\$19,818.44
NET TRANSACTION BALANCE	(\$78,028.84)	(\$47.70)	\$2,233.89	\$0.00	\$0.00	\$0.00	\$26,542.54	\$0.00
	(470,020.04)]	(\$47.70)]	\$2,739.42	\$0.00	(\$331,081.44)	\$4.23	(\$406,414.33)	(\$18,815.72)
END OF PERIOD								(4:0,0:0:72)
CHECKING ACCOUNT	\$41,890.28	00.00						
INVESTMENTS	\$2,225,511.89	\$0.00	\$0.00	\$3,223.68	\$27,521.85	\$0.00	\$72,635.81	\$3,376.57
PETTY CASH	\$425.00	\$0.00	\$0.00	\$0.00	\$0.00	\$368,746.64	\$2,594,258.53	\$347,415.21
DUE FROM OTHER FUNDS	\$188,072.58	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE TO OTHER FUNDS		\$3,036.16	\$477,781.74	\$0.00	\$1,153,284.29	\$0.00	\$1,822,174.77	\$0.00
LIABILITIES	\$1,399,341.84	\$47.70	\$30,171.06	\$0.00	\$342,557.79	\$0.00	\$1,772,118.39	\$52,076.73
NET BALANCE	\$28,236.87	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$170,237.15	\$730.93
THE DALANCE	\$1,028,321.04	\$2,988.46	\$447,635.68	(\$138,776.60)	\$838,248.35	\$368,746.64	\$2,547,163.57	\$298,034.12
							<del>+-,0+1,100.01</del>	Ψ230,U34.12

**Borough of Carroll Valley** 

02-Mar-21

From:

01-Feb-21

To:

28-Feb-21

heck No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
Bank A	ccount:	3 GI	ENERAL FUND P	LGIT CHECKING		
1080	2/2/2021	14510	BCV F&M Sinking Fund		\$12,802.80	0
			2221 Transfer for paymer	nt of 2/1/21 for Loan # 410681-0	\$12,802.8	0
1081	2/26/2021	14432	LEGACY TRUCK CENTE	RS, INC	\$96,480.02	0
			HB40481 Mack Model GF	R42F9	\$96,480.0	2
1082	1082 2/26/2021 328 STEPHE	STEPHENSON EQUIPMI	ENT	\$63,185.00	0	
			T-1101-4 Aluminum Dum	Body, Lighting, Hitch Plate	\$63,185.0	0

Bank Total:

\$172,467.82

Chec	k Regist	er wit	h Invoices		gh of Carroll	roll Valley	
02-Mar-	21			From:	01-Feb-21	To: 28-Feb-21	
Check No	Check Date	VendorN	o Vendor	Invoice		Check Amount	Status
Bank A	ccount:	17 F	&M SF - Bldg				
1052	2/2/2021	14505	F&M TRUST			\$12,802.80	0
			2221 New Bldg Payment of: 2/1/21			\$12,802	.80
	***************************************	·	Dowle To			440,000,00	

Bank Total:

\$12,802.80

Borough of Carroll Valley

02-Mar-21

From:

01-Feb-21

To:

Check No	Check Date	Vendor	No Vendor	Invoice	Check Amount	Status
Bank A	Account:	51 i	-&M GF - Checking	3		
33760	2/2/2021	22	ADAMS ELECTRIC COO	PERATIVE, IN	\$2,162.67	0
			4800-121 MS Bldg: Svc 1	1/30/20-12/31/20	\$211.47	•
			1701-121 Pavilion: Svc 11	/30/20-12/31/20	\$155.15	;
			8400-121 Jacks Mtn Rd: S	Svc 11/30/20-12/31/20	\$41.30	)
			4200-121 Ski Run Trl: Svo	: 11/30/20-12/31/20	\$36.75	
			4500-121 Trout Run Trl: S	vc 11/30/20-12/31/20	\$36.75	
			1500-121 Street Lights		\$1,681.25	
33761	2/2/2021	14184	AFLAC		\$28.92	0
			333029 Payroll Deduction:	Janaury 2021	\$28.92	
33762	2/2/2021	14211	AT&T MOBILITY		\$323.28	0
			1262021 Wireless Svc: 12	/19/20-1/18/21	\$323.28	
33763	2/2/2021	14661	COMBINED INSURANCE		\$79.28	0
			83336 Payroll Deduction: 1	2/21/20-1/21/21	\$79.28	
33764	2/2/2021	1191	COMCAST CABLE		\$94.04	0
			9274-121-1 99 Country Clu	b Trl: Emergency Dialer	\$94.04	
33765	2/2/2021	852	FAIRFIELD MUNICIPAL A	UTHORITY	\$25.00	0
			2121 4th Qtr 2020: Hydrant	Fee	\$25.00	
33766	2/2/2021	14517	GANNETT FLEMING		\$2,134.50	0
			107927 Section F Dam		\$362.50	
			107928 Stormwater Plan Ro	eview: 4 Brown Trail	\$547.50	
			107926 Stormwater Plan Re	eviews	\$1,224.50	
33767	2/2/2021	356	GETTYSBURG TIMES		\$335.40	0
			39251-1 Legal Ad: RFP Mu	nicipal Engineer Proposals	\$335.40	
33768	2/2/2021	1216	GF PETTY CASH - Gayle N		\$41.60	0
			12621 PL: Postage		\$3.85	
			12621-2 Prothonatary: Ama	nda Bell Notarv	\$4.25	
			12621-1 Register & Recorde	·	\$33.50	
33769	2/2/2021	1156	KAREN HEFLIN, RECORD	ER	\$18.50	0
			12621 Filing Fee: Strm Wtr	Agreement - 4 Brown Trail	\$18.50	
33770	2/2/2021	137	MET-ED	***************************************	\$71.13	0
			628-221 Jacks Mtn & Skylar	h Tili Oliver i Patritica	\$71.13	

### **Borough of Carroll Valley**

02-Mar-21

From:

01-Feb-21

To:

Check No	Check Date	Vendori	No Vendor Invoice	Check Amount	Status
33771	2/2/2021	14413	MORTON	\$2,816.50	0
	8407 Road Salt		8407 Road Salt	\$2,816.50	
33772	2/2/2021	369	NEW ENTERPRISE STONE & LIME CO	\$286.56	0
			9077 Anti-Skid	\$286.56	
33773	2/2/2021	14678	PA MUNICIPAL CODE ALLIANCE, IN	\$300.00	0
			30728 Inspection Services: September - December 2020	\$300.00	
33774	2/2/2021	242	PA STATE ASSOC. OF BOROUGHS	\$145.89	0
			277554 Random Drug Testing: December 2020	\$145.89	
33775	2/2/2021	246	PAN	\$392.35	0
			12621 Re-Appointment Training: Gayle Marthers	\$392.35	
33776	2/2/2021	14145	SALZMANN HUGHES, P.C.	\$1,062.00	0
			00229 Representation as Borough Solicitor	\$1,002.00	
			00231 Municipal Claims	\$60.00	
33777	2/2/2021	1005	SECURITY BENEFIT GROUP	\$2,137.47	0
			2221 Deferred Comp: Payroll dated 2/1/21	\$2,137.47	
33778	2/2/2021	172	SHIPLEY ENERGY	\$662.60	0
			0374 MS: Propane: January 2021	\$146.27	
			6895 MS: Propane: January 2021	\$516.33	
33779	2/2/2021	14548	Stacy L. Krietz	\$530.80	0
			2221 January 2021: Office Cleaning	\$530.80	
33780	2/2/2021	14622	WILLIAMS SCOTSMAN, INC.	\$426.00	0
			8459539 STP: February 2021 Office Trailer	\$426.00	
33781	2/3/2021	14584	READYREFRESH BY NESTLE	\$29.99	0
			00781-221 STP: Water: January 2021	\$23.99	
			40191-221 MS: Water: January 2021	\$6.00	
33782	2/17/2021	10	ADAMS COUNTY AUTO SUPPLY, INC.	\$407.71	0
			2921-1 Air Filter for Paint Gun	\$14.48	
			2921 Batteries and Battery Bolts	\$393.23	
33783	2/17/2021	22	ADAMS ELECTRIC COOPERATIVE, IN	\$3,137.63	0
			4704-221 STP: Sanders Rd. Pump Station: Svc 12/31/20-1/31/2	\$1,736.40	

### Borough of Carroll Valley

02-Mar-21

From:

01-Feb-21

To:

Check No	Check Date	VendorN	o Vendor Invoice	Check Amount	Status
	***************************************		4700-221 Boro Office: Svc 12/31/20-1/31/21	\$1,262.12	
			3000-221 STP: Country Club Trl Pump Station: Svc 12/30/20-1	\$139.11	
33784	2/17/2021	14374	AMERICAN UNITED LIFE INS	\$316.14	0
			2921 Life & Disability Premium: February 2021	\$316.14	
33785	2/17/2021	14579	AMERICHEM	\$308.95	0
			221410 Face Masks, Disinfectant, Wipes	\$308.95	
33786	2/17/2021	823	BOYER & RITTER CPA	\$9,000.00	0
			255282 Progress Bill: FY 20 Audit	\$9,000.00	
33787	2/17/2021	1191	COMCAST CABLE	\$1,119.15	0
			5223-3 PL: Svc 2/1/21-2/28/21	\$282.00	
			2989-221 STP: 119A Sanders Rd: Svc 2/13/21-3/12/21	\$51.33	
			5223 STP: 119A Sanders Rd: Svc 2/1/21-2/28/21	\$63.01	
			5223-2 Zoning: Svc 2/1/21-2/28/21	\$47.00	
			5223-4 Boro Office: Svc 2/1/21-2/28/21	\$223.52	
			5223-1 14 Ranch Trail: Svc 2/1/21-2/28/21	\$120.90	
			2005-221 Internet Fees	\$331.39	
33788	2/17/2021	14219	COMMUNITY MEDIA OF SOUTH CENT	\$200.00	0
			1247 CVB Council Meeting: January 2021	\$200.00	
33789	2/17/2021	110	EXCALIBUR TOWING	\$700.00	0
			2921 PL: Impound Inv # 12467 & 12606	\$700.00	
33790	2/17/2021	14272	FASTENAL COMPANY	\$8.35	0
			11115355 Bolts for Sweeper Truck	\$8.35	
33791	2/17/2021	356	GETTYSBURG TIMES	\$44.36	0
			45056 Legal Ad: Borough Council Meeting	\$44.36	
33792	2/17/2021	14412	GOVERNMENT MANAGEMENT SERVICE	\$3,000.00	0
			2443 Retainer for the month of January 2021	\$3,000.00	
33793	2/17/2021	14441 .	JEDIDIAH FETTER	\$37.52	0
		;	21721 Travel Reimbursement	\$37.52	
33794	2/17/2021	1210 I	EYSTONE MUNICIPAL INSURANCE	\$5,840.75	0
			11421 2 of 4 KMIT WC 2021	\$5,715.75	
			contract the mem !	ΨΟ,1 10.1 Ο	

### Borough of Carroll Valley

02-Mar-21

From:

01-Feb-21

To:

Check No	Check Date	VendorN	o Vendor	Invoice	Check Amount	Status
33795	2/17/2021	196	LABORATORY, ANALYTICAL & BIC	LO	\$352.00	0
			94508 STP: Testing January 2021		\$352.00	
33796	2/17/2021	14624	MARCO		\$422.90	0
			28705384-1 Extra Copies		\$88.73	3
			28705384 March 2021: Copier Lease		\$334.17	7
33797	2/17/2021	14413	MORTON		\$5,619.46	0
			54822 Road Salt		\$5,619.46	5
33798	2/17/2021	369	NEW ENTERPRISE STONE & LIME	co	\$5,947.44	0
			1000272401 Anti-Skid		\$296.46	;
			7479761 Anti-Skid		\$4,218.72	!
			7480808 Anti Skid		\$580.86	;
			7478143 Anti Skid		\$564.84	
			7469077 Anti Skid		\$286.56	:
33799	2/17/2021	14472	NULLS LIQUID CHLORINE		\$420.00	O
			8362 Sodium Hypochlorite		\$420.00	
33800	2/17/2021	14585	SAGE Technology Solutions		\$509.20	0
			2121084 2021 Annual Maint Camera	as	\$509.20	
33801	2/17/2021	14145	SALZMANN HUGHES, P.C.		\$455.50	0
			01609 Representation as Borough Sol	icitor	\$455.50	
33802	2/17/2021	1005	SECURITY BENEFIT GROUP		\$2,260.70	0
			21721 Deferred Comp: Payroll dated 2	/17/21	\$2,260.70	
33803	2/17/2021	14150	SELECTIVE INSURANCE		\$881.00	0
			21721 Flood Insurance: 4/11/21-4/10/2	2	\$881.00	
33804	2/17/2021	310	SHEALERS SEPTIC SERVICE		\$5,828.00	0
			2921 HT: January 2021		\$4,178.00	
			2921-1 STP: Sludge haul to Hsbg: Jan	uary 2021	\$1,650.00	
33805	2/17/2021	172	SHIPLEY ENERGY		\$670.77	0
			7383466 MS: Propane: January 2021		\$670.77	
33806	2/17/2021	14232	TALLEY PETROLEUM ENTERPR		\$1,184.65	0
			2921 Fuel & Diesel Fuel: January 2021		\$1,184.65	

#### Borough of Carroll Valley

02-Mar-21

From:

01-Feb-21

To:

28-Feb-21

Check No	Check Date	VendorN	lo Vendor	Invoice	Check Amount	Status
33807	2/17/2021	14493	THE YORK WATER C	OMPANY	\$56.69	0
			2921 Water: Svc 12/21	/20-1/22/21	\$56.6	9
33808	2/17/2021	899	TRACTOR SUPPLY C	REDIT PLAN	\$94.94	0
			2921-1 1 Gallon Paint 7	Thinner	\$21.9	8
			2921 MS3: Supplies to	Repaint Dump Body	\$72.9	6
33809	2/17/2021	377	W. F. HILL & ASSOCIA	ATES, INC.	\$606.93	0
			2021-0119 Chapter 94	Report	\$606.9	3
33810	2/17/2021	14645	W.B. MASON		\$3.32	0
			3565 Yearly Planner		\$3.33	2
33811	2/17/2021	2021 1222 WELLSPAN OCCUPATIONAL H		FIONAL HEALTH	\$61.00	0
			377853 DOT Breath Alc	cohol Screen/UDS	\$61.00	0
33812	2/17/2021	14207	WEST PENN POWER		\$2,585.85	0
			452872-221 14 Ranch T	Trl: Svc 1/4/21-2/1/21	\$382.57	7
			510218-221 Street Light	ts	\$1,992.70	)
			481822-221 Green Trl: \$	Svc 1/4/21-2/1/21	\$7.84	4
			479594-221 Ranch Trl:	Svc 1/4/21-2/1/21	\$93.59	€
			452294-221 14 Ranch T	rl:Barn: Svc 1/4/21-2/1/21	\$109.15	5

Bank Total:

\$66,185.39



Office of the Adams County Commissioners
117 Baltimore St., Room 201, Gettysburg, PA 17325-2391
PHONE (717) 337-9820 · FAX (717) 334-2091 Commissioners: Randy L. Phiel, James E. Martin, Marty Karsteter Qually Chief Clerk: Paula V. Neiman County Manager: Steven A. Nevada

Solicitor: Molly R. Mudd

Municipality of <u>Carroll</u>	Valley Bor	sugh	
Said municipality agrees to part Municipality hereby authorizes the of the municipality for the collection	he County of Adam	s to advertise the appropriate	
Secretary	Date	Chair	Date
		Commissioners:	
Paula Neiman, Chief Clerk		Randy Phiel, Chairman	

#### **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, liquid propane, MC-30 Asphalt Dust Oil, and E-3 Emulsified Asphalt.
- 4. Pre-mixed bituminous stock pile patching material; various superpave mixtures; and seal coating all in accordance with Pennsylvania Department of Transportation specifications as listed on the bidding documents.
- 5. The following equipment for use in bar-patching of Borough Roadways:
  - a. Hourly/Daily Rental Rate for Rubber-Tired Roller
  - b. Hourly/Daily Rental Rate for Motorized Chipper
  - c. Hourly/Daily Rental Rate for Tri-Axle Dump Trucks

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; <a href="mailto:gayle@carrollvalley.org">gayle@carrollvalley.org</a> or phone; 717-642-8269.

Bids will be publicly opened and recorded by the staff or representatives of the public body on Wednesday, April 7, 2021 at 10:00 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 13, 2021. 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 10:00 A.M. on Wednesday, April 7, 2021.

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

THE BOROUGH OF CARROLL VALLEY

Gayle R. Marthers Borough Secretary

#### INTEROFFICE MEMORANDUM



TO: BOROUGH COUNCIL

FROM: DAVID A. HAZLETT, BOROUGH MANAGER

SUBJECT: COMMERCIAL PEST MANAGEMENT

**DATE:** 03/05/2021

CC: FILE

Below, please find for your consideration, the quote tabulation for Commercial Pest Control for the Borough Office Building. This was missed in the budget preparation for 2021; this expense has been discussed as a preventative measure for the new building since its opening.

	<u>Vendor</u>	<u>Service:</u>			<u>Total</u>			
1		Initial Remediation: Bait Stations, Glue Strips, Interior Units:	\$ 445.00	\$	445.00			
	Ehrlich	Cost per month:	\$ 51.82	\$	570.00			
		Total Cost:			1,015.00			
	** On-site service 3 times per year							
	Orkin	Initial Remediation: Bait Stations, Glue Strips, Interior Units:	\$590.00	\$	590.00			
2		Cost per month:	\$135.00	\$	1,485.00			
		Total Cost:			2,075.00			
	** On-site service monthly							
	Home Paramount	Initial Remediation: Bait Stations, Glue Strips, Interior Units:	\$ 500.00	\$	500.00			
3		Cost per month:	\$ 150.00	\$	1,650.00			
		Total Cost:			2,150.00			
	** On-site service monthly							

Action Requested: Borough Staff requests that Council approve a contract agreement with Ehrich at a cost of \$1,015 for the one-year contract. This is not a budgeted expense for 2021; however, Borough staff will reduce spending in other line items to offset this needed service.

Thank you for your time and consideration of this matter.

#### INTEROFFICE MEMORANDUM



TO:

BOROUGH COUNCIL

FROM:

DAVID A. HAZLETT, BOROUGH MANAGER

SUBJECT:

COPIER/SCANNER/FAX RENEWAL

DATE:

03/05/2021

CC:

FILE

Below, please find for your consideration, the quote tabulation for Copier, Scanner and Fax Services for the Borough. Our current lease costs the Borough \$3,800 annually and will end on July 31, 2021 and we are required to notify the company of our intent to renew with them. We have contacted several companies regarding the Borough needs and have learned that secure integrated fax services are now available. By adding this service to our copier contract the Borough can cancel the fax lines with Comcast and save \$90/month on the telephone bill and gain cloud-based secure fax service.

		Cop		Copies			1				
	Bidder Name:	Service:	Bla	ck/White		Color	Monthly	1 Q	uarterly		Total
	Doceo	Base Price of lease:					\$ 265.00	\$	795.00	\$	3,180.00
		# Included in Base Price per quarter:		8,000		7,000					
		Estimated Overage:		0		0				\$	-
1		Cost per Copy:	\$	0.0075	\$	0.0400				\$	-
		Fax Solution:					\$ 46.00	\$	138.00	\$	1,656.00
		Total Annual Cost:						\$	3,180.00		
	** Does include Integrated Fax Services but not Secure Fax Service, but DOES include a printer for Police Department										
		Base Price of lease:					\$ 332.33		996.99	\$	3,987.96
		# Included in Base Price per quarter:		8,000		7,000					
1 2	Toshiba Business Solutions	Estimated Overage:	\$	-	\$					\$	-
2		Cost per Copy:	\$	0.0050	\$	0.0500				\$	-
	Total Annual Cost:									\$	3,987.96
	** Includes Secure Integrated F	ax Services, also includes a printer for the	Po	lice Depa	artn	nent					
		Base Price of lease:					\$ 217.00	\$	651.00	\$	2,604.00
	Quality Digital Office Solutions	# Included in Base Price per quarter:	0 0		0	-	_		7		
		Estimated Overage:	8,000 7,000		7,000		\$	491.00	\$	1,964.00	
		Cost per Copy:	\$	0.0045	\$	0.0650				\$	-
							<b>Total Annual Cost:</b>				4,568.00
_	** Includes Secure Integrated Fax Services for one (1) line, also includes a printer for the Police Department										
		Base Price of lease:					\$ 397.33	\$ 1	1,191.99	\$	4,767.96
	Marco	# Included in Base Price per quarter:		9,000		9,000				\$	-
		Estimated Overage:		0		0					
		Cost per Copy:	\$	0.0090	\$	0.0590					
		eGoldFax Cloud Faxing Solution:					\$ 31.67	\$	95.00	\$	380.00
4		# Included in Base Price per month:		250							
		Estimated Overage:		0							
		Cost per Page:	\$	0.10							
							Total A	nnı	ual Cost:	\$	5,147.96
	**Includes Secure Integrated Fa	x Service 5-year plan cost of \$1900 also in	nclu	des a pri	nte	for the I	Police Depa	rtm	ent		1
	5.515	, p									

Doceo and Toshiba Business Solutions are proposing the same Toshiba equipment; however, Toshiba Business Solutions offers the Secure Integrated Fax Services that Doceo is unable to provide.

Action Requested: Borough Staff requests that Council approve a lease agreement with Toshiba Business Solutions at an annual cost of \$3,987.96 for a 60-month lease period. With the cancelation of the Comcast Fax Line, the net savings per year will be \$892.00.

Thank you for your time and consideration of this matter.



## **NOTICE OF PAYMENT LIQUID FUELS MARCH 2021**

01413 CARROLL VALLEY 5685 FAIRFIELD ROAD CARROLL VALLEY, PENNSYLVANIA 17320

Dear Municipal Officials:

I am pleased to inform you that your Liquid Fuels Tax Fund payment in the amount of \$ 231,711.01 will be paid on March 1, 2021. This amount includes your share of the Act 655 – Liquid Fuels and Act 44 Allocations, minus bridge inspection costs, if applicable.

Act 44 is being included in your Liquid Fuels Payment, and it accounts for approximately seven percent (7%) of the funds you are receiving. If you are enrolled for Electronic Funds Transfer of your Liquid Fuels allocation, you should contact your bank to verify that the funds have been received.

If for some reason your deposit has not been made, or if you are not enrolled in Electronic Funds Transfer and do not receive your check within 14 days of the scheduled pay date, please contact the Comptroller's Office at 1.877.435.7363 immediately so we may begin corrective action.

Under provisions of law, these payments are based on the total miles of locally owned roads and streets in your municipality plus the most recent United States Federal Census figures on record in the Center for Program Development and Management.

Any comments may be directed to the Center for Program Development and Management, Financial and Contract Services Division, at 717.787.2185.

Sincerely.

Yassmin Gramian, P.E. Secretary of Transportation

# UNFINISHED BUSINESS



Update to Council

March 4, 2021

# Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

#### PA SMALL WATER AND SEWER PROGRAM UPDATE

Carroll Valley Wastewater Treatment Facility Upgrades Project

Awarded \$425,000

The Authority opened bids on March 1, 2021. Four bids were received with total costs ranging from \$548,758 to \$714,940. The Authority needs to review the proposals. GMS will also review the proposals for PASWS compliance. The Authority has provided GMS with copies of the bid tabulation and proposals, which must be submitted in order for reimbursement requests to be processed at a later date.

Next Steps: Wm. F. Hill invoices and copies of payment should continue to be provided to GMS. GMS will draft payment requests for partial reimbursement. The Authority should provide GMS with the proof of public advertisement for this bid.

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

Carroll Valley Path System - Phase I

Awarded \$25,000

The Borough must decide on alternate routes for the Carroll Valley Path System, which can be the focus of this grant. The County has approved a request to extend the grant to December 31, 2021.

Next Steps: Once the realignment of the trail is defined, the Borough should continue to forward project invoices and cancelled check payments to GMS for reimbursement submissions.

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

Wastewater Treatment Plant Upgrades

Awarded: \$700,000

The H2O PA funds will be used for the second phase of the WWTP project, which the Authority plans to focus on after Phase I has started. The Authority should begin the design process for the Project. The H2O grant expires on June 30, 2023.

Next Steps: The Borough should forward all engineer invoices and evidence of payments to GMS. Once the Project is designed, the Authority should move forward with the bidding process. The Authority should provide GMS all draft bid documents for compliance review prior to public advertisement and solicitation of bids.

# **NEW BUSINESS**

# FOR YOUR INFORMATION

### **MUNICIPAL SERVICES REPORT**

## **FEBRUARY 2021**

Road Work: (842 man hours)

February began with a multiple-day winter storm January 31 – February 3, 2021. Over 18 inches of snow and ice were measured at the end of the event. Additionally, plowable snow and ice fell in the Borough on February 7, 10, 11, 18, 19 and 22, 2021. MS staff plowed roads, Borough parking lots and cleared sidewalks throughout each storm. Additionally, MS staff provided early morning and night-time road checks throughout the month, checking for drifting, icy spots and other unsafe conditions, ensuring Borough roads were safe for residents and other travelers.

Additional weather-related activities during the month included:

- Anti-skid applied to roads during snow events and also on February 4 and 15
- Snow was removed from intersection at Cheryl Trail and Jack's Mountain Road to resolve sight distance issue
- Tree removal on Cheryl Trail, Skylark Trail and Hilltop Trail as a result of the snow/ice
- Repaired stop signs at Elizabeth Trail, High Trail and Pine Hill Trail
- Replaced mailbox in H section
- Replenished anti-skid stockpiles multiple times throughout the month
- Ordered additional salt to replenish supply

Other road work during the month included:

 Applied anti-skid to combat icy roads during fire call at Rt. 116 and Fawn Trail

**Equipment Maintenance and Repair** (457.5 man hours MS; 8 man hours police department)

Winter weather maintenance dominated February equipment maintenance and repair:

- Emptied truck beds of anti-skid and washed beds
- Replaced plow cutting edges on MS 6 (x 2), MS 8 (x2), MS 9, MS 11 (x2)
- Replaced fan belt and upper radiator hose on MS 2
- Replaced tire chains on MS 6 and MS 8
- Replaced alternator on MS 6 \*

- Replaced back-up light switch on MS 6
- Worked on heater in MS 6
- Replaced plow lights on MS 6
- Replaced main hydraulic hose on MS 8 \*
- Replaced O rings in hydraulic spreader valve on MS 9
- Repaired exhaust leak and ordered new water pump to replace leaking pump on MS 9
- Replaced headlight plug and repaired work light on MS 10
- Repaired wiring short on MS 11 plow harness
- Replaced headlight bulbs on MS 11
- Diagnosed issue with Road-Watch system on MS 11
- Fabricated plow pins

\*A special note of thanks to Jed Fetter for his assistance with maintenance and repairs and snow removal during the January 31 – February 3, 2021 storm. Jed was instrumental in getting downed equipment repaired and back out plowing.

## **Police Department Repairs:**

- Serviced PL 22
- Plowed impound lot

Vehicle and Equipment mileage log for February 2021 is included with this report.

# Parks/Property Maintenance: (44 man hours)

MS staff provided routine service to maintain the parks and property of the Borough including:

- Daily park maintenance continues with emphasis on adhering to COVID-19 protocols. Playground equipment and public restrooms are sanitized daily and trash is checked daily and emptied at least twice per week.
- Drained down Lake Carroll
- Scheduled repair of broken Library window
- Cleared and maintained sidewalks at both the Borough Office and on Ski Run at Lake Kay
- · Plowed and maintained parking lots at Borough parks

## <u>Miscellaneous and Training</u>: (14 man hours)

Miscellaneous tasks performed by MS personnel during the month included:

- Conducted driveway inspections
- MS Foreman attended training session for Dirt and Gravel Road grants

## **Sewer Plant:** (0 man hours)

Zero man hours at plant, but MS personnel utilized Sewer Plant truck for snow removal during the January 31 – February 3, 2021 storm when other equipment was down for repairs.

Paid Time Off: (86.5 man hours)

Respectfully submitted,

Jeff Wise MS Foreman

## MONTH: February 2021

Vehicle/Equipment Number	Description	Beginning Odometer/Hours	Ending Odometer/Hours	Total Miles/Hours	
MS 1					
MS 2	2000 FORD F-350 P/U	150242	150630	388	
MS 3	2010 FORD F-550/T	42041	43175	·····	
MS 4	2001 CHEVY B/T	80890	80916		
MS 5	2007 FREIGHTLINER SWEEPER TRUCK	14360	14360		
MS 6	2012 INT 7400 D/T	11131	11902	771	
MS 7	1999 INT 5000 D/T	115518	116056		
MS 8	2015 MACK GRANITE	11407	12177	770	
MS 9	2006 INT 7400 D/T	17940	18525		
MS 10	2012 FORD F-550 D/T	69592	70610		
MS 11	2016 FORD F-550 D/T	26595		1227	
			TOTAL MILES:	6457	
EQMS 2	2006 BOBCAT SKID LOADER	518	550	32	
EQMS 3	2004 CAT IT 14G LOADER	4004	4160		
EQMS 4	580 JOHN DEERE GRADER	701	717		
EQMS 5	6310 JOHN DEERE TRACTOR B/M	916.4	916.4		
EQMS 6	BANDIT BRUSH CHIPPER	283.1	283.1	0	
EQMS 10	2019 JCB BACKHOE	442	570	128	
EQPK 1	2015 SCAG MOWER	8425	8425	0	
EQPK 3	301A JOHN DEERE TRACTOR	9290			
EQPK 6	2018 SIMPLICITY MOWER	174.2	174.2	<del></del>	
			TOTAL HOURS:	332	

# EWASTE reguling

April 17, July 17, and October 16, 2021

8.00 am - 11.00 am

Rench Vell Ferk
14 Rench Velley FA





Monitors

Laptops

**Peripherals** 

TV's

**Printers** 

Keyboards





Copiers
Scanners

Cell Phones

Stereo Equipment

Telephones

Modems

Routers

This event is for current Park's Garbage Service customers in Carroll Valley Borough, Fairfield Borough, Freedom Township, Hamiltonban Township, Highland Township and Liberty Township. Proof of residency required.

- Masks and Social Distancing will be <u>REQUIRED</u>.
- TV's must be removed from any cabinetry in which they were contained
- Unloading assistance not provided
- Questions? Email gayle@carrollvalley.org or 717-642-8269