



BOROUGH COUNCIL AGENDA
TUESDAY, JUNE 15, 2021 – 7:00 P.M.

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

REGULAR MEETING

1. **Approval of Minutes: May 11, 2021 Regular Meeting**
2. **Open to the public**
 - a. Citizens wishing to comment will be recognized in the Order of their listing on the Appearance Sheet and are asked to stand up and give their name, address, and organization they represent (if applicable). Impromptu comments are limited to five minutes per individual.
3. **Ordinances and Resolutions**
 - a. Resolution #3-2021: Parcel Exchange of Lot R-0041 for Lot RA-0030
 - b. Resolution #4-2021: Parcel Exchange of Lot P-0084 for Lot R-0016
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**
7. **Administrative Business – Borough Manager**
 - a. Treasurer's Report – May 2021
 - b. Personnel Update
8. **Unfinished Business**
 - a. Grant Funding Updates
 - b. Property Maintenance Update
 - c. High-Speed Broadband Update
 - d. 3 Willow Trail Update
 - e. Sign Ordinance Follow-up
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**

ORDINANCES and RESOLUTIONS

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

RESOLUTION #3-2021

A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA AUTHORIZING THE EXCHANGE OF A PARCEL OF LAND MEASURING 0.52 ACRE OWNED BY THE BOROUGH OF CARROLL VALLEY AND IDENTIFIED AS TAX PARCEL ID NO. 43047-0100-000 (“LOT R-0041”), FOR A PARCEL OF LAND MEASURING 0.53 ACRE OWNED BY JOHN S. EIKER, JR. AND RACHEL M. EIKER AND IDENTIFIED AS TAX PARCEL ID NO. 43045-0055-000 (“LOT RA-0030”); PROVIDING FOR PAYMENT BY JOHN S. EIKER, JR. AND RACHEL M. EIKER OF ANY COSTS RELATING TO THE EXCHANGE OF LOT R-0041 FOR LOT RA-0030, AND DESIGNATING OFFICIALS TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE EXCHANGE.

WHEREAS, pursuant to Section 1201(4) of the Borough Code, 8 Pa.C.S.A. §1201(4), the Borough of Carroll Valley (the “Borough”) may purchase, exchange, acquire by gift, or otherwise hold, lease, let and convey, by sale or lease, real and personal property deemed to be in the best interest of the Borough; and

WHEREAS, pursuant to Section 3301.1(d) of the Borough Code, 8 Pa.C.S.A. § 3301.1(d), approval of the acquisition, disposition and leasing of real or personal property shall be by adoption of a resolution; and

WHEREAS, pursuant to Section 1201.1(d) of the Borough Code, 8 Pa.C.S.A. §1201.1(d), the Borough Council shall have the authority to exchange real property for real property of equal or greater value, if the property being acquired by the Borough is to be used for municipal purposes; and

WHEREAS, the Borough owns land measuring 0.52 acre, located at 27 Mason Dixon Trail, Fairfield, Pennsylvania, identified as tax parcel ID 43047-0100-000 (“Lot R-0041”); and more fully described in the legal description attached hereto as **Exhibit “A”** and incorporated herein by reference; and being the same real estate that William M. Manko and Anne M. Manko, conveyed to the Borough of Carroll Valley by a deed dated September 17, 2001, and recorded on November 2, 2001, in Deed Book 2451, Page 105, in the Office of the Recorder of Deeds for Adams County, Pennsylvania; and

WHEREAS, John S. Eiker, Jr. and Rachel M. Eiker own land measuring 0.53 acre, located at 18 Blue Spruce Trail, Fairfield, Pennsylvania, identified as tax parcel ID No. 43045-0055-000 (“Lot RA-0030”); and more fully described in the legal description attached hereto as **Exhibit “B”** and incorporated herein by reference; and being the same real estate that Terry Stem conveyed to

John S. Eiker, Jr. and Rachel M. Eiker by a deed dated August 6, 2020, and recorded on August 11, 2020, in Deed Book 6648, Page 357, in the Office of the Recorder of Deeds for Adams County, Pennsylvania; and

WHEREAS, the Borough's Lot R-0041 has an assessed value of Eleven Thousand, Three Hundred Twenty-Eight Dollars (\$11,328.00); and

WHEREAS, John S. Eiker, Jr. and Rachel M. Eiker's Lot RA-0030 has an assessed value of Seventy-Three Thousand Four Hundred Forty Dollars (\$73,440.00); and

WHEREAS, John S. Eiker, Jr. and Rachel M. Eiker agree to pay all costs associated with the exchange of Lot RA-0030 for Lot R-0041; and

WHEREAS, the Borough intends to use Lot RA-0030 for municipal recreational purposes; and

WHEREAS, in accordance with the terms of this lot exchange, John S. Eiker, Jr. and Rachel M. Eiker shall complete the necessary steps for a subdivision/recombination plan to combine 27 Mason Dixon Trail, Fairfield, Pennsylvania, identified as tax parcel ID 43047-0100-000 ("Lot R-0041") with 29 Mason Dixon Trail, Fairfield, Pennsylvania, identified as tax parcel ID 43047-099-000 ("Lot R-0042"), into a single lot; and

WHEREAS, this resolution was advertised in accordance with Section 1201.1(d)(3) of the Borough Code, 8 Pa.C.S.A. § 1201.1(d)(3); and

WHEREAS, the Borough Council deems it in the best interest of its citizens and the general public to exchange Lot R-0041 for Lot RA-0030; and

NOW THEREFORE, be it resolved by the Council of the Borough of Carroll Valley as follows:

1. The recitals referenced above are incorporated herein by reference hereto.
2. The Council of the Borough of Carroll Valley authorizes the exchange of Lot R-0041 for Lot RA-0030 subject to the Borough Manager and Borough Solicitor being satisfied that any conditions associated with the exchange have been satisfied by John S. Eiker, Jr. and Rachel M. Eiker, including the requirement that John S. Eiker, Jr. and Rachel M. Eiker remit all costs associated with the exchange.
3. Council of the Borough of Carroll Valley authorizes the President or Vice President of Council and other proper Borough officers and officials to execute any and all documents and agreements between the Borough and John S. Eiker, Jr. and Rachel M. Eiker and to authorize the Borough Secretary to attest to any and all necessary documents to facilitate and assist in the exchange of Lot R-0041 for Lot RA-0030.
4. This Resolution shall become effective immediately.

5. The provisions of this Resolution shall be severable, and if any of its provisions shall be held to be unconstitutional, illegal, or invalid, such unconstitutionally, illegality, or invalidity shall not affect the validity of any of the remaining provisions of this Resolution.
6. All other Resolutions or parts of Resolutions inconsistent herewith are hereby repealed.

DULY ADOPTED, pursuant to the authority granted to the Borough of Carroll Valley under the laws of the Commonwealth of Pennsylvania in lawful session duly assembled on this 15th day of June, 2021.

BOROUGH OF CARROLL VALLEY

By: _____

Richard Matthews, Borough Council President

ATTEST:

_____ (SEAL)

Gayle Marthers, Borough Secretary

EXHIBIT A

TAX PARCEL ID 43047-0100-000 ("LOT R-0041")

27 MASON DIXON TRAIL

BEGINNING at a point in center of Mason-Dixon Trail at Lot 40; thence by said lot South 7 degrees 6 minutes 40 seconds West, 225 feet to a point on the Mason-Dixon Line; thence along said Mason-Dixon Line North 82 degrees 53 minutes 20 seconds West, 100 feet to Lot No. 42; thence by said Lot North 7 degrees 6 minutes 40 seconds East, 225 feet to a point in the center of said Mason-Dixon Trail; thence in said Mason-Dixon Trail South 82 degrees 53 minutes 20 seconds East, 100 feet to the place of BEGINNING.

EXHIBIT B

TAX PARCEL ID NO. 43045-0055-000 ("LOT RA-0030")

18 BLUE SPRUCE TRAIL

BEGINNING at a point in center of Blue Spruce Trail at Lot No. 31; thence by said lot, North 53 degrees 58 minutes East, 203.04 feet to a point in Tom's Creek; thence in said Tom's Creek, South 14 degrees 40 minutes 20 seconds East; 15.81 feet to a point in said Tom's Creek; thence continuing in said Tom's Creek, South 48 degrees 17 minutes East, 68.78 feet to a point in said Tom's Creek; thence continuing in said Tom's Creek, South 66 degrees 27 minutes East, 32.55 feet to a point in the said Tom's Creek at Lot No. 29; thence by said lot, South 53 degrees 58 minutes West, 228.36 feet to a point in the center of said Blue Spruce Trail; thence in said Blue Spruce Trail, North 36 degrees 2 minutes West, 110 feet to the place of BEGINNING.

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

RESOLUTION #4-2021

A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA AUTHORIZING THE EXCHANGE OF A PARCEL OF LAND MEASURING 0.52 ACRE OWNED BY THE BOROUGH OF CARROLL VALLEY AND IDENTIFIED AS TAX PARCEL ID NO. 43035-0160-000 (“LOT P-0084”), FOR A PARCEL OF LAND MEASURING 0.67 ACRE OWNED BY PAUL C. KELLETT AND ELIZABETH FETTER KELLETT, AND IDENTIFIED AS TAX PARCEL ID NO. 43047-0082-000 (“LOT R-0016”); PROVIDING FOR PAYMENT BY PAUL C. KELLETT OF ANY COSTS RELATING TO THE EXCHANGE OF LOT P-0084 FOR LOT R-0016, AND DESIGNATING OFFICIALS TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY FOR THE EXCHANGE.

WHEREAS, pursuant to Section 1201(4) of the Borough Code, 8 Pa.C.S.A. §1201(4), the Borough of Carroll Valley (the “Borough”) may purchase, exchange, acquire by gift, or otherwise hold, lease, let and convey, by sale or lease, real and personal property deemed to be in the best interest of the Borough; and

WHEREAS, pursuant to Section 3301.1(d) of the Borough Code, 8 Pa.C.S.A. § 3301.1(d), approval of the acquisition, disposition and leasing of real or personal property shall be by adoption of a resolution; and

WHEREAS, pursuant to Section 1201.1(d) of the Borough Code, 8 Pa.C.S.A. §1201.1(d), the Borough Council shall have the authority to exchange real property for real property of equal or greater value, if the property being acquired by the Borough is to be used for municipal purposes; and

WHEREAS, the Borough owns land measuring 0.52 acre, located at 3 Falcon Trail, Fairfield, Pennsylvania, identified as tax parcel ID No. 43035-0160-000 (“Lot P-0084”); and more fully described in the legal description attached hereto as **Exhibit “A”** and incorporated herein by reference; and being the same real estate that Charles R Tartaglia and Patricia Ann Tartaglia, conveyed to the Borough of Carroll Valley by a deed dated December 12, 2003, and recorded on February 17, 2004, in Deed Book 3469, Page 87, in the Office of the Recorder of Deeds for Adams County, Pennsylvania; and

WHEREAS, Paul C. Kellett and Elizabeth Fetter Kellett owns land measuring 0.64 acre, located at 24 Toms Creek Trail, Fairfield, Pennsylvania, identified as tax parcel ID No. 43047-0082-000 (“Lot R-0016”); and more fully described in the legal description attached hereto as **Exhibit “B”** and incorporated herein by reference; and being the same real estate that Allen Beckett and Kimberly K. Beckett conveyed to Paul C. Kellett and Elizabeth Fetter Kellett, by a deed dated January 26, 2021, and recorded on January 28, 2021, in Deed Book 6735, Page 500, in the Office of the Recorder of Deeds for Adams County, Pennsylvania; and

WHEREAS, the Borough’s Lot P-0084 has an assessed value of Thirteen Thousand, Fifty-Six Dollars (\$13,056.00); and

WHEREAS, Paul C. Kellett and Elizabeth Kellett’s Lot R-0016 has an assessed value of Fourteen Thousand, One Hundred Twelve Dollars (\$14,112.00); and

WHEREAS, Paul C. Kellett agrees to pay all costs associated with the exchange of Lot P-0084 for Lot R-0016; and

WHEREAS, the Borough intends to use Lot R-0016 for municipal recreational purposes; and

WHEREAS, in accordance with the terms of this lot exchange, Paul C. Kellett and Elizabeth Kellett shall complete the necessary steps for a subdivision/recombination plan to combine 3 Falcon Trail, Fairfield, Pennsylvania, identified as tax parcel ID No. 43035-0160-000 (“Lot P-0084”) with 24 Partridge Trail, Fairfield, Pennsylvania, identified as tax parcel ID No. 43035-0161--000 (“Lot R-0083”), into a single lot; and

WHEREAS, this resolution was advertised in accordance with Section 1201.1(d)(3) of the Borough Code, 8 Pa.C.S.A. § 1201.1(d)(3); and

WHEREAS, the Borough Council deems it in the best interest of its citizens and the general public to exchange Lot P-0084 for Lot R-0016; and

NOW THEREFORE, be it resolved by the Council of the Borough of Carroll Valley as follows:

1. The recitals referenced above are incorporated herein by reference hereto.
2. The Council of the Borough of Carroll Valley authorizes the exchange of Lot P-0084 for Lot R-0016 subject to the Borough Manager and Borough Solicitor being satisfied that any conditions associated with the exchange have been satisfied by Paul C. Kellett and Elizabeth Fetter Kellett, including the requirement that Paul C. Kellett remit all costs associated with the exchange.
3. Council of the Borough of Carroll Valley authorizes the President or Vice President of Council and other proper Borough officers and officials to execute any and all documents and agreements between the Borough and Paul C. Kellett and Elizabeth

Fetter Kellett and to authorize the Borough Secretary to attest to any and all necessary documents to facilitate and assist in the exchange of Lot P-0084 for Lot R-0016.

4. This Resolution shall become effective immediately.
5. The provisions of this Resolution shall be severable, and if any of its provisions shall be held to be unconstitutional, illegal, or invalid, such unconstitutionally, illegality, or invalidity shall not affect the validity of any of the remaining provisions of this Resolution.
6. All other Resolutions or parts of Resolutions inconsistent herewith are hereby repealed.

DULY ADOPTED, pursuant to the authority granted to the Borough of Carroll Valley under the laws of the Commonwealth of Pennsylvania in lawful session duly assembled on this 15th day of June, 2021.

BOROUGH OF CARROLL VALLEY

By: _____

Richard Matthews, Borough Council President

ATTEST:

_____ (SEAL)

Gayle Marthers, Borough Secretary

EXHIBIT A

TAX PARCEL ID NO. 43035-0160-000 ("LOT P-0084")

3 FALCON TRAIL

BEGINNING at a point in center of Falcon Trail at Lot No. 83; thence by said lot, South 24 degrees 14 minutes 43 seconds West, 225 feet to Lot No. 81; thence by said lot, North 65 degrees 45 minutes 17 seconds West, 100 feet to Lot. No. 85; thence by said lot, North 24 degrees 14 minutes 43 seconds East, 225 feet to a point in the center of said Falcon Trail; thence in said Falcon Trail, South 65 degrees 45 minutes 17 seconds East, 100 feet to the place of BEGINNING.

EXHIBIT B

TAX PARCEL ID NO. 43047-0082-000 ("LOT R-0016")

24 TOMS CREEK TRAIL

BEGINNING at a point in center of Tom's Creek Trail at Lot. No. 15; thence by said lot, North 35 degrees 47 minutes 40 seconds East, 293.59 feet to a point in the Friend's Creek; thence in said Friend's Creek, South 51 degrees 34 minutes 20 seconds East, 100.11 feet to a point in Friend's creek at Lot No. 17; thence by said lot, South 35 degrees 47 minutes 40 seconds West, 288.99 feet to a point in the center of Tom's Creek Trail; thence in said Tom's Creek Trail, North 54 degrees 12 minutes 20 seconds West, 100 feet to the place of BEGINNING.

MAYOR'S REPORT



May 2021 Police Report

by
Chief Richard L Hileman II
Carroll Valley Borough Police



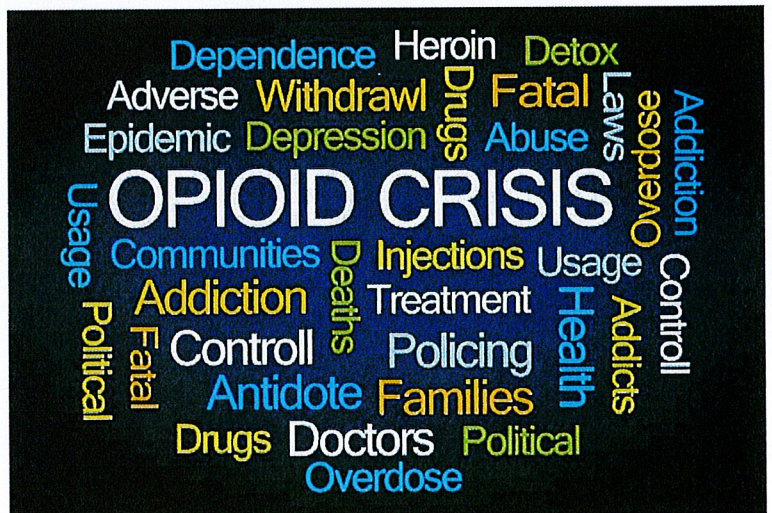
Special News / Achievements:

- In response to a question last month, peer support is available to all first responders. We have decentralized resources in Adams County. Our county crisis intervention team (CIT) members offer support to other departments internally as well as externally. Carroll Valley Police intends to have all officers CIT trained as training becomes available. In addition, we have access to the Cumberland County peer support team. This team can prove a large, more organized response to provide peer support to all responders involved in critical incidents.



Monthly Activities:

- A DUI arrest in May was indicative of the ongoing opioid addiction issue that we are seeing locally, and the country is experiencing nationally. The defendant's DUI resulted in his 5th pending DUI case, all involving opioids. It is continuing to be a problem that crosses all socioeconomic groups.



- 9 calls occurred outside coverage hours, including 2 active domestics and 3 thefts.

Traffic Enforcement:

- Officers conducted 45 vehicle stops this month and were called to 2 vehicle crashes. These together resulted in 1 DUI arrest as well as 42 citations, faulty equipment notices, and warnings, 23 of which were for speeding.



Upcoming Events:

- As part of the National Highway Traffic Safety program, police in July will be giving extra focus to intoxicated operators during the July 4th holiday.
- Did you know that even a small amount of alcohol can impair you? For example, a blood alcohol concentration of .02 can effect someone's ability to perform two tasks at one time – and that affects your ability to drive safely. Over the holiday weekend, NHTSA and law



enforcement remind drivers to Drive Sober or Get Pulled Over and motorcyclists to Ride Sober or Get Pulled Over. The goal of these campaigns is to make sure people aren't drunk behind the wheel or on a motorcycle.

Drunk driving isn't the only risky behavior causing crashes on our roads; drug-impaired driving is an issue too. Whether the drug is obtained legally or illegally, drug-impaired driving is dangerous and illegal in all states. That's why over the Fourth of July holiday, NHTSA is again launching the "If You Feel Different, You Drive Different" campaign. Driving while drug-impaired puts you, your passengers, pedestrians, and other drivers in danger.

Statistical Measures:

	May 2020	May 2021	YTD 2020	YTD 2021
Criminal / Mental Health Arrests				
Criminal		4		19
Mental Health		-		2
Runaways		-		3
Burglaries, Robberies, Thefts				
Residential Burglaries		1		2
Commercial Burglaries		-		-
Armed Robberies		-		-
Strong-Arm Robbery		-		1
Thefts		2		16
Criminal Mischief				
Criminal Mischief (damage to property)		1		3
Assault and Domestic Disputes				
Domestic disputes		4		13
Non-domestic assaults				6
Rape / Sexual Assaults				-
Drugs		2		2
Disorderly / Drunkenness		2		8
Traffic Related				
Citations / Faulty Equip / Warnings		42		205
Driving under the Influence		1		10
MV Crashes		2		13
Miscellaneous Activities				
Calls from Public		84		530
Officer initiated		45		218
Total CV Calls		129		748

Vehicle Mileage

	Starting	Ending	Total
2017 Dodge Charger Unmarked	15,555	15,795	240
2017 Dodge Charger Marked	60,144	60,995	851
2014 Dodge Charger Unmarked	71,292	72,211	919
2014 Dodge Charger Marked	84,105	84,238	133
2010 Ford Exp Marked	83,030	83,030	0
		Total	2,143

FIRE/EMS/EMA REPORT

FAIRFIELD FIRE & EMS

Fire Report – APRIL, 2021

Calls for the Month –	24
Year to Date Total -	84

Nature of Call(s)

Fire Police -	2
Automatic Fire Alarm	1
Structure Fire -	3
Medical Assist	12
Water Rescue	1
Motor Vehicle Accident	1
Wildland Fire	4
Transfer	
Landing Zone	
CO Alarm	

Location of Call(s)

Carroll Valley Borough	2
Fairfield Borough	7
Franklin Township	4
Freedom Township	1
Hamiltonban Township	5
Highland Township	
Liberty Township	3
Frederick County, MD –	
Emmitsburg	1
Thurmont	1

FAIRFIELD FIRE & EMS

Fire Report – May, 2021

Calls for the Month – 14

Year to Date Total - 99

Nature of Call(s)

Fire Police -	0
Structure Fire -	1
Medical Assist	11
Landing Zone	1
Wires	1

Location of Call(s)

Carroll Valley Borough	3
Fairfield Borough	2
Franklin Township	0
Freedom Township	0
Hamiltonban Township	3
Highland Township	4
Liberty Township	1
Cumberland Township	1

FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT

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



MONTHLY FIRE REPORT FOR MAY 2021

Breakdown of calls by type:

Building fire.....	1
Wildland fire.....	2
Medical Assist.....	2
Service Call.....	3
<u>Good Intent.....</u>	<u>5</u>
TOTAL	13

Notes:

One member completed their basic vehicle rescue class awareness, vehicle rescue operations and vehicle rescue technician. She also completed her basic rope rigging class and confined space rescue class.

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 6/2/2021 11:43:56 AM

Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 05/01/2021 | End Date: 05/31/2021

Incident Date	Address	Incident Type
05/01/2021	Iron Springs Road, Fairfield, PA 17320	Public service
05/01/2021	Tower Road, Washington (Township of), PA 17214	Forest, woods or wildland fire
05/03/2021	Waynesboro Pike, Fairfield, PA 17320	Unauthorized burning
05/03/2021	Harbaugh Valley Road, Fairfield, PA 17320	Medical assist, assist EMS crew
05/12/2021	Old Forge Road, Waynesboro, PA 17268	Dispatched & cancelled en route
05/14/2021	Buchanan Trail East, Waynesboro, PA 17268	Garbage dump or sanitary landfill fire
05/14/2021	Buck Lantz Road, Sabillasville, MD 21780	Medical assist, assist EMS crew
05/19/2021	Waynesboro Pike, Fairfield, PA 17320	Assist police or other governmental agency
05/21/2021	South Main Street, Mont Alto, PA 17237	Dispatched & cancelled en route
05/22/2021	Gum Springs Road, Fairfield, PA 17320	Smoke scare, odor of smoke
05/22/2021	Baumgardner Lane, Waynesboro, PA 17268	Dispatched & cancelled en route
05/28/2021	Oyer Court, Waynesboro, PA 17268	Dispatched & cancelled en route
05/31/2021	Welty Road, Waynesboro, PA 17268	Dispatched & cancelled en route

Page 1 of 1

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.

COMMITTEE REPORTS

ADMINISTRATIVE BUSINESS

BOROUGH OF CARROLL VALLEY SUMMARY FINANCIAL REPORT: 1 thru 31 MAY 2021

ACCOUNT	GENERAL FUND	SPECIAL EVENT	SANITARY SEWER	SINKING FUND	CAPITAL RESERVE	HIGHWAY AID (LF)	TOTAL FUNDS	SEWER AUTHORITY
START OF PERIOD								
CHECKING ACCOUNT	\$49,603.04	\$0.00	\$0.00	\$3,223.68	\$73,890.75	\$0.00	\$126,717.47	\$3,887.36
INVESTMENTS	\$2,372,496.41	\$0.00	\$0.00	\$0.00	\$0.00	\$600,466.44	\$2,972,962.85	\$323,467.70
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$74,650.01	\$2,940.76	\$542,575.69	\$0.00	\$957,245.00	\$0.00	\$1,577,411.46	\$0.00
DUE TO OTHER FUNDS	\$1,268,001.09	\$47.70	\$30,064.63	\$0.00	\$229,241.65	\$0.00	\$1,527,355.07	\$52,076.73
LIABILITIES	\$11,143.77	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$153,144.05	\$730.93
NET BALANCE	\$1,218,029.60	\$2,893.06	\$512,536.06	(\$138,776.60)	\$801,894.10	\$600,466.44	\$2,997,042.66	\$274,597.40

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$828,010.87	\$0.00	\$29,054.63	\$12,802.80	\$30,094.81	\$5.48	\$899,968.59	\$55.61
ACTUAL EXPENDITURES (-)	\$130,066.65	\$47.70	\$14,296.44	\$12,802.80	(\$49,796.22)	\$0.00	\$107,417.37	\$0.00
ENCUMBERED FUNDS (-)	\$10,219.61	\$0.00	\$176.10	\$0.00	\$94,483.00	\$0.00	\$104,878.71	\$0.00
NET TRANSACTION BALANCE	\$687,724.61	(\$47.70)	\$14,582.09	\$0.00	(\$14,591.97)	\$5.48	\$687,672.51	\$55.61

END OF PERIOD								
CHECKING ACCOUNT	\$49,599.75	\$0.00	\$0.00	\$3,223.68	\$73,906.66	\$0.00	\$126,730.09	\$3,887.36
INVESTMENTS	\$3,092,995.85	\$0.00	\$0.00	\$0.00	\$0.00	\$600,471.92	\$3,693,467.77	\$323,523.31
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$29,979.94	\$2,893.06	\$556,179.69	\$0.00	\$928,172.22	\$0.00	\$1,517,224.91	\$0.00
DUE TO OTHER FUNDS	\$1,252,484.61	\$47.70	\$29,160.44	\$0.00	\$185,475.77	\$0.00	\$1,467,168.52	\$52,076.73
LIABILITIES	\$13,551.52	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$155,551.80	\$730.93
NET BALANCE	\$1,906,964.41	\$2,845.36	\$527,044.25	(\$138,776.60)	\$816,603.11	\$600,471.92	\$3,715,152.45	\$274,653.01

Check Register with Invoices

Borough of Carroll Valley

11-Jun-21

From: 01-May-21 To: 31-May-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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Bank Account: 3 GENERAL FUND PLGIT CHECKING

1088	5/27/2021	14510	BCV F&M Sinking Fund		\$12,802.80	0
			52721 Transfer for payment of 6/1/21 for Loan # 410681-0		\$12,802.80	

Bank Total: \$12,802.80

Check Register with Invoices

Borough of Carroll Valley

11-Jun-21

From: 01-May-21 To: 31-May-21

Check No Check Date VendorNo Vendor Invoice Check Amount Status

Bank Account: 17 F&M SF - Bldg

1056	5/27/2021	14505	F&M TRUST		\$12,802.80	O
			52721 New Bldg Payment of: 6/1/21		\$12,802.80	

Bank Total: \$12,802.80

Check Register with Invoices

Borough of Carroll Valley

11-Jun-21

From: 01-May-21 To: 31-May-21

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

33970	5/12/2021	10	ADAMS COUNTY AUTO SUPPLY, INC.		\$536.55	O
			201664 Chain Hooks		\$97.20	
			203745 Headlight Bulbs for Police Vehicles		\$18.76	
			204489 Batteries for MS3		\$214.94	
			204890 ENRADD Batteries		\$98.34	
			205464 Shop Supplies: Anti-Seize		\$8.07	
			205142 Oil Absorbent		\$82.26	
			204636 Winshield Washer Pump for MS5		\$16.98	
33971	5/12/2021	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,817.84	O
			3000-521 STP: Country Club Trl: Svc 3/31/21-4/30/21		\$132.79	
			4700-521 Boro Office: Svc 3/31/21-4/30/21		\$996.11	
			4704-521 STP: Sander Rd. Pump Station: Svc 3/31/21-4/30/21		\$1,688.94	
33972	5/12/2021	14184	AFLAC		\$28.92	O
			481175 Payroll Deduction: April 2021		\$28.92	
33973	5/12/2021	14374	AMERICAN UNITED LIFE INS		\$316.14	O
			5721 Life & Disability Premium: May 2021		\$316.14	
33974	5/12/2021	37	AQUATIC ENVIRONMENT CONSULTANT		\$1,506.83	O
			39950 Annual Maintenance of Aeration System		\$586.83	
			39950-1 Lake Mae: Payment A		\$920.00	
33975	5/12/2021	823	BOYER & RITTER CPA		\$2,500.00	O
			258760 Progress Bill: FY 20 Audit		\$2,500.00	
33976	5/12/2021	14391	CAPITAL REGION WATER		\$1,125.00	O
			5721 STP: Sludge Testing: March 2021		\$1,125.00	
33977	5/12/2021	542	CHEMUNG SUPPLY CORP.		\$699.00	O
			088447 Stop Signs		\$699.00	
33978	5/12/2021	1191	COMCAST CABLE		\$738.49	O
			122134516-1 14 Ranch Trl: Svc 5/1/21-5/31/21		\$121.33	
			122134516-2 Zoning: Svc 5/1/21-5/31/21		\$47.00	
			122134516-3 PL: Svc 5/1/21-5/31/21		\$282.00	
			122134516 STP: 119A Sanders Rd.: Svc 5/1/21-5/31/21		\$63.21	
			122134516-4 Boro Office: Svc 5/1/21-5/31/21		\$224.95	

Check Register with Invoices

Borough of Carroll Valley

11-Jun-21

From: 01-May-21 To: 31-May-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
33979	5/12/2021	14219	COMMUNITY MEDIA OF SOUTH CENT		\$200.00	O
			1278 CVB Council Meeting: April 2021		\$200.00	
33980	5/12/2021	110	EXCALIBUR TOWING		\$150.00	O
			5721 PL: Impound Inv #12521		\$150.00	
33981	5/12/2021	521	FREEDOM SYSTEMS		\$2,462.00	O
			1014131 Revenue MGMT/5CAL		\$2,462.00	
33982	5/12/2021	14202	GENE LATTA FORD		\$11.74	O
			5150556 Fuel Drain Plugs MS10 & MS11		\$11.74	
33983	5/12/2021	356	GETTYSBURG TIMES		\$249.00	O
			45056-521 Legal Ad: Roads Foreman		\$249.00	
33984	5/12/2021	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			2589 Retainer for the month of April 2021		\$3,000.00	
33985	5/12/2021	14611	JAMCO PRODUCTS		\$2,130.00	O
			20411 Spraying of Soccer Fields		\$2,130.00	
33986	5/12/2021	14358	JOHN DEERE FINANCIAL		\$109.80	O
			51221 EQMS5: Tail Lights		\$109.80	
33987	5/12/2021	14462	KAPP ADVERTISING SERVICE		\$130.80	O
			705308 Legal Ad: Roads Foreman		\$130.80	
33988	5/12/2021	196	LABORATORY, ANALYTICAL & BIOLO		\$228.00	O
			96161 STP: Testing April 2021		\$228.00	
33989	5/12/2021	418	LOWES IN-STORE ACCOUNT		\$47.50	O
			5721 Water Filter for Refrigerator		\$47.50	
33990	5/12/2021	14624	MARCO		\$334.17	O
			29278974 June 2021: Copier Lease		\$334.17	
33991	5/12/2021	14547	MESSICKS FARM EQUIPMENT		\$496.68	O
			BPI4017361 EQPK5: Belts, Mower Blades, Blade Washers		\$496.68	
33992	5/12/2021	137	MET-ED		\$71.80	O
			628-521 Jacks Mtn & Skylark Trl: Street Lighting		\$71.80	

Check Register with Invoices

Borough of Carroll Valley

11-Jun-21

From: 01-May-21 To: 31-May-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
33993	5/12/2021	975	PA MUNICIPAL HEALTH INSURANCE		\$32,514.30	O
			51021 June 2021: Major Medical, Dental, Vision		\$32,514.30	
33994	5/12/2021	874	PENNSYLVANIA ONE CALL SYSTEM,		\$7.74	O
			904956 April 2021: Activity Fee		\$7.74	
33995	5/12/2021	254	PENNSYLVANIA PERCS INC.		\$294.50	O
			35303 Jacks Mtn Bridge Light Maintenance		\$294.50	
33996	5/12/2021	269	PSAB		\$50.00	O
			28035 Training for Mayor Harris		\$50.00	
33997	5/12/2021	14584	READYREFRESH BY NESTLE		\$46.46	O
			0781-521 STP: Water: April 2021		\$39.96	
			40191-521 MS:Water: April 2021		\$6.50	
33998	5/12/2021	14145	SALZMANN HUGHES, P.C.		\$3,346.50	O
			04530 Representation as Borough Solicitor		\$3,241.50	
			04532 Municipal Claims		\$105.00	
33999	5/12/2021	1005	SECURITY BENEFIT GROUP		\$2,126.39	O
			51221 Deferred Comp: Payroll dated 5/11/21		\$2,126.39	
34000	5/12/2021	310	SHEALERS SEPTIC SERVICE		\$4,750.00	O
			5721 HT: April 2021		\$4,150.00	
			5721-1 STP: Sludge haul to Hsbg: April 2021		\$600.00	
34001	5/12/2021	14643	SPECIALTY GRANULES INC.		\$1,269.52	O
			5721 Stone Dust for Walking Path		\$492.64	
			5721-1 Stone Dust for Walking Path		\$776.88	
34002	5/12/2021	1239	SPRINT		\$137.96	O
			3790-144 PL: Connection Card Data Plan: Svc 4/1/21-4/30/21		\$137.96	
34003	5/12/2021	14385	SWARCO INDUSTRIES, INC.		\$96.00	O
			80097555 Pavement Marking Tape		\$96.00	
34004	5/12/2021	14232	TALLEY PETROLEUM ENTERPR		\$1,141.12	O
			5721 Fuel & Diesel Fuel: April 2021		\$1,141.12	
34005	5/12/2021	14493	THE YORK WATER COMPANY		\$61.82	O
			5721 Water: Svc 3/23/21-4/23/21		\$61.82	

Check Register with Invoices

Borough of Carroll Valley

11-Jun-21

From: 01-May-21 To: 31-May-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34006	5/12/2021	17713	TOSHIBA FINANCIAL SERVICES		\$332.33	O
			442582003 May 2021: Copier Lease		\$332.33	
34007	5/12/2021	14207	WEST PENN POWER		\$2,319.94	O
			872-521 14 Ranch Trl: Svc 4/1/21-5/2/21		\$237.39	
			594-521 Ranch Trl: Svc 4/1/21-5/2/21		\$21.04	
			218-521 Street Lights		\$1,994.76	
			822-521 Green Trl: Svc 4/1/21-5/2/21		\$7.85	
			294-521 14 Ranch Trl: Barn: Svc 4/1/21-5/2/21		\$58.90	
34008	5/12/2021	14622	WILLIAMS SCOTSMAN, INC.		\$532.50	O
			8695647 STP: May 2021 Office Trailer		\$532.50	
34009	5/27/2021	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,032.54	O
			4200-521 Ski Run Trl: Svc 3/31/21-4/30/21		\$73.09	
			8400-521 Jacks Mtn Rd: 3/31/21-4/30/21		\$41.40	
			4800-521 MS Bldg: Svc 3/31/21-4/30/21		\$50.04	
			1500-521 Street Lights		\$1,681.25	
			4500-521 Trout Run Trl: Svc 3/31/21-4/30/21		\$103.35	
			1701-521 Pavilion: Svc 3/31/21-4/30/21		\$83.41	
34010	5/27/2021	1165	[REDACTED]		\$278.22	O
			52621 2021 Medical Deductible Reimbursement		\$278.22	
34011	5/27/2021	37	AQUATIC ENVIRONMENT CONSULTANT		\$1,618.00	O
			40111-1 Lake Kay: Payment B		\$1,022.00	
			40111 Lake Carroll: Payment B		\$596.00	
34012	5/27/2021	17715	BRUCE & TINA TOBERY		\$600.00	O
			52621 Driveway Escrow: D-0003		\$600.00	
34013	5/27/2021	726	[REDACTED]		\$123.74	O
			52621 2021 Medical Deductible Reimbursement		\$123.74	
34014	5/27/2021	1191	COMCAST CABLE		\$263.07	O
			2989-521 STP: 119A Sanders Rd: Svc 5/13/21-6/12/21		\$51.41	
			2005-521 Internet Fees		\$211.66	
34015	5/27/2021	110	EXCALIBUR TOWING		\$350.00	O
			52621 PL: Impound Inv#s 13026 & 13077		\$350.00	
34016	5/27/2021	1000	GAYLE MARTHERS		\$39.01	O

Check Register with Invoices

Borough of Carroll Valley

11-Jun-21

From: 01-May-21 To: 31-May-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			52621 Register & Recorder: Gayle Marthers Notary		\$34.50	
			52621-1 Prothonatary: Gayle Marthers Notary		\$4.51	
34017	5/27/2021	1156	KAREN HEFLIN, RECORDER		\$18.50	O
			52621 Filing Fee: Strm. Wtr. Agreement: 5 Rabbit Trail		\$18.50	
34018	5/27/2021	14370	KINT FIRE PROTECTION		\$110.72	O
			086475 Fire Extinguisher Inspection - STP		\$110.72	
34019	5/27/2021	825	KPI TECHNOLOGY		\$10,383.14	O
			8470-3 Ranch Trail Bridge Engineering Services		\$203.50	
			8470-2 Lake Carroll Engineering Services		\$203.50	
			8470-1 Cortner Pavilion Remodel		\$2,583.00	
			8470 General Engineering		\$126.00	
			8470-4 SEO Services		\$7,267.14	
34020	5/27/2021	1052	MONTAGE ENTERPRISES INC.		\$1,649.12	O
			86548 Parts for EQMS5 (Boom Mower)		\$1,649.12	
34021	5/27/2021	14633	POWER DMS		\$750.00	O
			6257 POWER Standards Management Manual		\$750.00	
34022	5/27/2021	1005	SECURITY BENEFIT GROUP		\$2,157.25	O
			52621 Deferred Comp: Payroll dated 5/25/21		\$2,157.25	
34023	5/27/2021	14643	SPECIALTY GRANULES INC.		\$610.56	O
			52621 Stone Dust for Walking Path		\$610.56	
34024	5/27/2021	14286	SWEEPER PARTS SALES		\$424.20	O
			31979 Nozzle Liner for Sweeper		\$424.20	
Bank Total:					\$90,325.41	

Check Register with Invoices

Borough of Carroll Valley

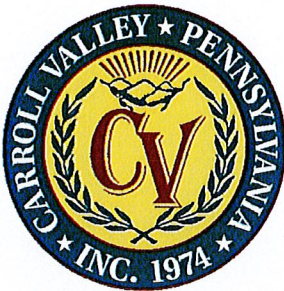
11-Jun-21

From: 01-May-21 To: 31-May-21

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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Total Of Checks:**\$115,931.01**

MEMORANDUM



TO: BOROUGH COUNCIL; MAYOR
FROM: DAVID HAZLETT, BOROUGH MANAGER
SUBJECT: UPDATE ON PERSONNEL DECISIONS
DATE: 6/11/2021
CC: GAYLE MARTHERS

A handwritten signature in blue ink, appearing to be 'D. Hazlett', is located to the right of the 'FROM' line.

As everyone knows, the Borough has advertised for 2 positions, the Municipal Services Supervisors (To replace the Retiring Jeff Wise), and a part-time laborer for the summer.

I have made a conditional offer of employment for the MS Supervisor job to Brad Sanders, a CV resident with a very strong resume. Mr. Sanders has accepted that offer and is scheduled to start on July 6, 2021. I anticipate Mr. Sanders attending the July meeting to introduce himself to council.

On June 7, 2021, Jeremy Whitmore, a CV resident, started as our part-time summer laborer. He will be working part-time hours through the end of August.

UNFINISHED BUSINESS

June 3, 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

GMS is gathering necessary documentation to submit the first reimbursement request, including bid tabulation and proposals.

Next Steps: The Authority should provide GMS with the fully executed construction contract with Doli Construction when available and proof of public advertisement of the bid solicitation. Wm. F. Hill (engineering) and Doli Construction invoices and copies of payment should also be provided to GMS. GMS will draft payment requests for partial reimbursement.

ADAMS COUNTY PARKS, RECREATION AND GREEN SPACE GRANT PROGRAM UPDATE

Carroll Valley Path System – Phase I

Awarded \$25,000

GMS to coordinate with the Adams County Office of Planning & Development on a potential re-scope request to move the trail from the original proposed alignment to the new location on Borough-owned land.

Next Steps: If the re-scope is approved, the Borough should coordinate with FSA and 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 H2O grant expires on June 30, 2023. *The Authority should begin the design process for the Project.*

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.

BUTTERFLY GARDEN

Keep Pennsylvania Beautiful – Healing the Planet Grant Program

The Borough has expressed interest in completing the Butterfly Garden project. The Healing the Planet grant program is identified as a potential funding source. A preliminary project cost estimate was provided to GMS and totals \$20,900. The program is available for grant requests in the amount of \$2,500, \$5,000, \$10,000, \$15,000, or \$25,000. GMS is recommending a grant application for \$15,000 with the Borough providing match of \$5,900 – increasing the competitiveness of the application. The grant has a deadline of June 30, 2021.

Next Steps: GMS will continue drafting the grant application and coordinating with the Borough for grant submission. Awards are anticipated to be announced in July/August 2021.

COVID-19 ARPA LOCAL FISCAL RECOVERY FUNDS (LFRF)

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

The Borough has been designated as a non-entitlement unit of local government (NEUs) and must access the American Rescue Plan Act (ARPA) funds through the Department of Community and Economic Development's (DCED) Single Application site. Based on the Borough's operating budget, the Borough is entitled to request the max allocation (\$412,606.04) –which will be broken out into the first tranche (\$206,303.02) and the second tranche (\$206,303.02). GMS is coordinating with the Borough to reactivate its System for Award Management (SAM) registration. GMS is drafting the application and has provided the necessary forms for signature by Borough officials.

Next steps: The Borough should complete the SAM registration process and sign the necessary forms for the grant application.



NEW BUSINESS

FOR YOUR INFORMATION

MUNICIPAL SERVICES REPORT

MAY 2021

Road Work: (165 man hours)

Road work for the month of May included:

- Sweeping roads
- Roadside mowing
- Cleaning rights of way
- Cleaning debris from ditches
- Sight distance issues:
 - Tree trimming at intersection of White Oak Trail and Blue Ridge Trail
 - Weed trimming at Ranch Trail and Rt. 16

Removed downed trees:

- Apple Trail
- Country Club Trail
- Crossview Trail
- Mason Dixon Trail
- Plain Trail
- View Trail

Additionally, street sign was repaired on Mae Trail and illegally dumped dirt was removed from Wheatfield Trail.

Equipment Maintenance and Repair (154 man hours MS; 11 man hours police department)

May equipment maintenance repairs included:

- Scheduled state inspections for MS 3, MS 4, MS 10, MS 11, and code enforcement vehicle
- MS 5 – replaced liner in pick-up nozzle
- MS 9 – prepared for sale
 - Removed company radio
 - Removed flashlight
 - Repainted fuel and hydraulic tanks
 - Cleaned and removed tar
- EQMS 10 – installed license plate
- EQPK 1 – installed new battery
- EQPK 3 – repaired fuel leak

- Repaired fuel system
- Readied borough offices and council chambers for reopening to the public following COVID closure

Police Department Repairs:

- PL 5 – serviced vehicle
- PL 22 – serviced vehicle, installed two tires and scheduled 4-wheel alignment
- Spare tires – mount and balanced two tires for reserve supply

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

Parks/Property Maintenance: (267 man hours)

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

- 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.
- Weekly mowing and trimming
- Tree trimming at Ranch park
- Replaced picnic table at Ranch park
- Sprayed for bees at Carroll Commons
- Reapplied dust on walking path

Additional activities:

- Provided support for installation of new fire alarm call system
- Scheduled electrical work at MS building
- Prepared borough buildings to accommodate election day

Miscellaneous and Training: (22 man hours)

Miscellaneous tasks performed by MS personnel during the month:

- Attended bid openings for tar and chipping, and line striping
- Attended pre-bid meeting for renovation of Carroll Commons pavilion

Sewer Plant: (72 man hours)

- Provided back-up operator during vacation of sewer plant operator

Paid Time Off: (233 man hours)

Respectfully submitted,

Jeff Wise
MS Foreman

MONTH: May 2021

Vehicle/Equipment Number	Description	Beginning Odometer/Hours	Ending Odometer/Hours	Total Miles/Hours
MS 1	2021 MAC GRANITE	533	534	1
MS 2	2000 FORD F-350 P/U	151188	151347	159
MS 3	2010 FORD F-550/T	43700	43800	100
MS 4	2001 CHEVY B/T	80969	80969	0
MS 5	2007 FREIGHTLINER SWEEPER TRUCK	14785	15025	240
MS 6	2012 INT 7400 D/T	12005	12005	0
MS 7	1999 INT 5000 D/T	116561	116702	141
MS 8	2015 MACK GRANITE	12228	12228	0
MS 9	2006 INT 7400 D/T	18570	18570	0
MS 10	2012 FORD F-550 D/T	71015	71175	160
MS 11	2016 FORD F-550 D/T	28758	29163	405
TOTAL MILES:				1206
EQMS 2	2006 BOBCAT SKID LOADER	719	788	69
EQMS 3	2004 CAT IT 14G LOADER	4172	4176	4
EQMS 4	580 JOHN DEERE GRADER	718	718	0
EQMS 5	6310 JOHN DEERE TRACTOR B/M	916.4	950.4	34
EQMS 6	BANDIT BRUSH CHIPPER	283.1	283.1	0
EQMS 10	2019 JCB BACKHOE	632.5	644.2	11.7
TOTAL HOURS:				164
EQPK 1	2015 SCAG MOWER	866.8	895.1	28.3
EQPK 3	301A JOHN DEERE TRACTOR *	9290	9290	0
EQPK 6	2018 SIMPLICITY MOWER	196	213	17
TOTAL HOURS:				164

* HOUR METER NOT REGISTERING USE