



**BOROUGH COUNCIL AGENDA**  
**TUESDAY, MARCH 15, 2022 – 7:00 P.M.**

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

**REGULAR MEETING**

1. Approval of Minutes: February 15, 2022

**PUBLIC HEARING**

**PROPOSED ZONING ORDINANCE WILL, IF ADOPTED BY THE CARROLL VALLEY BOROUGH COUNCIL, REPEAL AND REPLACE THE EXISTING CARROLL VALLEY BOROUGH ZONING ORDINANCE, ORIGINALLY ADOPTED ON MARCH 5, 1976.**

1. 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.
2. 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 #1-2022: Chapter 27: Zoning – Request to Advertise
  - b. Resolution #3-2022: Approving & Accepting the Certificate of Termination of the Sewer & Water Authority – Request to Adopt
4. Mayor's Report – R. Harris
  - c. Police Report
  - d. Around Town
  - e. Upcoming Events & Meetings of Interest
  - f. In Requiem
5. Fire/EMS/EMA Report
6. Committee Reports
  - a. Planning Commission
7. Administrative Business – Borough Manager
  - a. Treasurer's Report – February 2022
  - b. 2022 Materials Bid – Request to Advertise
8. Unfinished Business
  - a. Grant Funding Updates
  - b. High-Speed Broadband Update
  - c. Cortner Pavilion Project Update
9. New Business
  - a. Appointment of Civil Service Commission alternate member
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 HEARING

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## LEGAL NOTICE

### **NOTICE OF INTENTION OF THE BOROUGH OF CARROLL VALLEY, COUNTY OF ADAMS, PENNSYLVANIA, BY THE CARROLL VALLEY BOROUGH COUNCIL, TO REPEAL THE CARROLL VALLEY BOROUGH ZONING ORDINANCE OF 1976, AS AMENDED, AND ENACT A NEW CARROLL VALLEY BOROUGH ZONING ORDINANCE.**

**NOTICE** is hereby given that the Borough of Carroll Valley, County of Adams, Pennsylvania, by the Carroll Valley Borough Council, intends to repeal the Carroll Valley Borough Zoning Ordinance of 1976, as amended, and enact a new Carroll Valley Borough Zoning Ordinance. The Carroll Valley Borough Zoning Ordinance under consideration for enactment is summarized as follows:

**Article I:** Establishes the short title of the Carroll Valley Borough Zoning Ordinance, identifies the statutory authority for said Ordinance, and establishes the purposes of said Ordinance.

**Article II:** Establishes guidelines for interpretation and definitions of specific terms used in the Carroll Valley Borough Zoning Ordinance.

**Article III:** Establishes the zoning districts used in the Carroll Valley Borough Zoning Ordinance, the Zoning Map of said Ordinance, guidelines for interpretation of zoning district boundaries, and a table summarizing the permitted uses of each zoning district.

**Article IV:** Establishes the Agricultural (A) District, and the permitted uses and site development standards associated with said District.

**Article V:** Establishes the Residential Conservation (R1) District, and the permitted uses and site development standards associated with said District.

**Article VI:** Establishes the Residential Low Density (R2) District, and the permitted uses and site development standards associated with said District.

**Article VII:** Establishes the Residential Medium Density (R3) District, and the permitted uses and site development standards associated with said District.

**Article VIII:** Establishes the Community Core (CC) District, and the permitted uses and site development standards associated with said District.

**Article IX:** Establishes the Commercial (C) District, and the permitted uses and site development standards associated with said District.

**Article X:** Establishes the Floodplain Overlay (FO) District, and the additional site development standards associated with properties located in said Overlay District.

**Article XI:** Establishes the Riparian Buffer Overlay (RBO) District, and the additional site development standards associated with properties located in said District.

**Article XII:** Establishes the Forested Lands Overlay (FLO) District, and the additional site development standards associated with properties located in said District.

**Article XIII:** Establishes the Airport Overlay (AO) District, and the additional site development standards associated with properties located in said District.

**Article XIV:** Establishes general requirements that are applied either to specific types of development or to properties in specific locations.

**Article XV:** Establishes performance standards to be applied to specific uses of property.

**Article XVI:** Establishes standards establishing the number of off-street parking spaces required for specific uses and the design of parking lots. Establishes off-street loading and unloading standards.

**Article XVII:** Establishes standards to regulate the use, number, type, size, and location of signs.

**Article XVIII:** Establishes standards governing the continuation and expansion of nonconforming uses and structures.

**Article XIX:** Establishes standards governing the administration of the Carroll Valley Borough Zoning Ordinance. Establishes the position of Zoning Officer and establishes the Carroll Valley Borough Zoning Hearing Board.

**Article XX:** Establishes guidelines regarding how to interpret the standards of the Carroll Valley Borough Zoning Ordinance in the context of other Federal, State, County, or local requirements.

**Article XXI:** Provides the date of adoption and the signatures of the Carroll Valley Borough Council President, the Mayor, and the Carroll Valley Borough Assistant Manager / Secretary.

**Appendix A:** Provides the Carroll Valley Borough Zoning Map.

**Appendix B:** Provides the Carroll Valley Borough Table of Uses.

**Appendix C:** Provides the Carroll Valley Borough Zoning Map – Riparian Buffer Overlay.

**Appendix D:** Provides the Carroll Valley Borough Zoning Map – Forested Lands Overlay.

**Appendix E:** Provides the Carroll Valley Borough Zoning Map – Airport Overlay.

**Appendix F:** Includes the document "DCNR Invasive Plan List" for reference purposes.

In accordance with Section 608 of Act 247 of 1968, as amended, the Pennsylvania Municipalities Planning Code, the Carroll Valley Borough Council will hold a Public Hearing to consider the enactment of the new Carroll Valley Borough Zoning Ordinance, and to receive and review written or verbal public input relative thereto, on Tuesday, March 15, 2022, at 7:00PM, prevailing time, at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania, 17320.

The new Carroll Valley Borough Zoning Ordinance will be considered for adoption on Tuesday, April 12, 2022, at the Carroll Valley Borough Council's regular public meeting, commencing at 7:00 PM, prevailing time, at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania, 17320. If approved by the Carroll Valley Borough Council, and enacted pursuant to Act 247 of 1968, as amended, the Pennsylvania Municipalities Planning Code, the effective date of the new Carroll Valley Borough Zoning Ordinance will be May 1, 2022.

The full text of the new Carroll Valley Borough Zoning Ordinance to be enacted, including the Carroll Valley Borough Zoning Map and Appendices, may be examined without charge or obtained for a charge not greater than the cost thereof at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania and the Adams County Office of Planning and Development, 19 Baltimore Street, Suite 101, Gettysburg, Pennsylvania, 17325.

Zachary Rice, Esq.  
Carroll Valley Borough Solicitor

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**MEMORANDUM**

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**TO:** BOROUGH COUNCIL; MAYOR  
**FROM:** DAVID HAZLETT, BOROUGH MANAGER  
**SUBJECT:** ZONING ORDINANCE CHANGE  
**DATE:** 3/10/2022  
**CC:** GAYLE MARTHERS

A handwritten signature in blue ink, appearing to be "D. Hazlett", is written over the "FROM:" line of the memorandum.

Everyone,

I made a decision before the proposed zoning ordinance was advertised to include a couple additional paragraphs to the ordinance related to an ongoing problem we have been faced with in the Borough regarding Heavy Equipment Parking and Storage. If you aren't comfortable with that addition, it can be removed and would be considered a "de minimus" change. The substance of the change is as follows:

***Heavy Equipment Storage in Residential Zones***

- A. Purpose.** *This section establishes minimum standards and permit requirements for the storage of heavy equipment used by individual contractors/drivers for off-site commercial jobs in conjunction with their primary residence. This section does not apply to heavy equipment and vehicles used primarily for on-site maintenance and/or on-site agricultural activities or heavy-duty vehicles with an un-laden weight of less than 7,000 lbs. that are used for primary transportation to and from a property either for private or commercial purposes. This section additionally does not apply to recreational vehicles or horse trailers.*
- B. Location/Applicability.** *This section applies to the Residential Zones as shown under Part \_ (Zoning Districts, Land Uses, and Development Standards).*
- C. Definition.** *Heavy Equipment Storage as it applies to the Residential zones includes the storage of all heavy equipment such as graders, excavators, bulldozers, backhoes, skid steers and similar equipment; and/or commercial vehicles over 7,000 pounds' gross vehicle weight, truck tractors and/or trailers, commercial and/or construction trailers/equipment, including, but not limited to, backhoes, dump trucks over 7,000 pounds' gross vehicle weight, cranes and forklifts, and school buses*
- D. Permitted Use.**
1. *For parcels less than or equal to 2 acres, the storage of one piece of heavy equipment in conjunction with a primary residence is a permitted use. Heavy equipment stored for the purpose of commercial use off site is not a permitted use in Residential Districts, or as an accessory to a home-based business or occupation.*
  2. *For parcels greater than 5 acres the storage of up to two pieces of heavy equipment in conjunction with a primary residence is a permitted use. Heavy equipment stored for the purpose of commercial use off site is not a permitted use in Residential Districts, or as an accessory to a home-based business or occupation.*
- E. Standards.** *All Heavy Equipment Storage sites shall comply with the following standards:*
1. *The heavy equipment and vehicle storage area may not exceed ½ acre in size where all vehicles shall be stored.*
  2. *The storage area shall be setback from property lines in accordance with the setbacks required for*



structures in the applicable zone.

3. All heavy equipment vehicles shall be screened from direct view from any adjacent public or private right-of-way or private easement through vegetation, or approved fencing/walls or other approved means.
4. No heavy mechanical work is allowed. Light maintenance such as fluid changes, tire changes, and other minor repairs are permitted.
5. Inoperative vehicles are not permitted to be stored at the site.
6. Heavy equipment vehicles shall not idle longer than 5 minutes at the site prior to leaving or upon return.
7. Storage of oil, gas, or other fluids/materials associated with the maintenance of heavy vehicles must comply with State law regulating the storage of hazardous materials.
8. Commercial storage of construction related material such as aggregate, sand, soil or debris is prohibited.
9. Measures shall be taken to prevent leaks and spills. Any leaks and spills shall be immediately addressed.
10. In no case shall such Heavy Equipment be parked within 100 feet of any adjoining property. This subsection shall not apply to local deliveries, loading or unloading, or construction equipment used at a construction job site. When loading or unloading, said vehicles shall not be permitted to have their engines, generators or refrigeration units of any sort in operation for a period exceeding a total of 30 minutes in any twenty-four-hour period. Truck tractors and/or trailers used for residential moving purposes shall be permitted to park for period not to exceed 24 hours.

**Unenclosed Storage and/or Parking.**

Recreational vehicles, boats, campers and trailers. For residential uses in any zone, recreational vehicles, travel trailers, trucks, boats and trailers are not permitted to be parked on a public street or highway, including those intended for dedication. They are permitted only according to the following requirements:

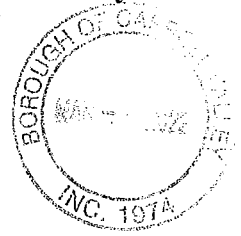
- A. The storage of one such vehicle shall be permitted. Such vehicle is permitted to be parked in any yard as long as no portion of the vehicle (including tongue) is located within any public right-of-way, on or above any public sidewalk or easement, or within a distance of five feet from adjoining property lines.
  - (1) The storage of a second recreational vehicle shall be permitted if the gross lot size is equal to or greater than 2 acres, as derived from a recorded deed and/or recorded subdivision plan. The secondary vehicle shall be permitted only in the side/rear yard, and no portion of the vehicle (including tongue) shall be located within any public right-of-way, on or above any public sidewalk or easement, or within a distance of five feet from an adjoining property.
- B. All areas used for storage shall be maintained so as to keep vegetation properly trimmed and debris or litter disposed of regularly. Storage of a recreational vehicle shall not exempt the property owner from any property maintenance requirement of this chapter. All vehicles shall maintain valid registration and inspection, and prevent the leakage of fuels and/or lubricants into the ground; and

# Entwistle & Roberts, PC

Barbara Jo Entwistle\*  
Heather Entwistle Roberts  
Jamison Entwistle  
Taurean G. Moses

Attorneys at Law  
37 West Middle Street  
Gettysburg, Pennsylvania 17325  
www.eandrlaw.net

Admitted to Practice  
Pennsylvania  
and in Maryland\*



March 2, 2022

Carroll Valley Borough Council  
5685 Fairfield Road  
Fairfield PA 17320

In Re: Letter from John and Margaret Laramie  
dated February 11, 2022

Dear Borough Council Members:

I represent Richard and Kari Buterbaugh, longtime residents of Carroll Valley and owners of several vacation rental homes in Carroll Valley on Lakeside Trail.

This is in response to the letter of February 11, 2022 from John and Margaret Laramie, part-time residents of Carroll Valley, asking the council to prohibit the use of homes as rental vacation homes in Carroll Valley, Pennsylvania in the future as a result of certain alleged complaints.

Of course, that is not an option for the council. Homes have been used as vacation rental homes in Carroll Valley for years. Any effort to "prohibit" that use, even in the future, would be vigorously opposed by Carroll Valley current and future vacation homeowners and may be illegal and confiscatory.

Although the Laramie's are requesting the council not allow any FUTURE vacation rental homes to be permitted, they address very specific complaints about guest activity at 28 Lakeside Trail, a preexisting Buterbaugh vacation rental home.

The complaints made by the Laramies are totally without basis.

They either (1) allege perfectly valid and legal activities which the Borough CANNOT prohibit, i.e., drinking, swimming and even having sex in a private home; (2) are outright FALSE, i.e. having a wedding and reception that attracted multiple guests, which never happened; or (3) are based on pure CONJECTURE, i.e., the Buterbaugh guests walking on the Laramie's land and dock and "an adult male teaching drinking games to young women".



Page 2  
Carroll Valley Borough Council  
March 2, 2022

Attached are the "Rules and Regulations" effective for the Buterbaugh Vacation rental home adjoining the Laramie House as well as the other houses owned by the Buterbaughs and used as vacation rental homes.

As is readily apparent, the Buterbaughs notify all proposed tenants that:

"ABSOLUTELY NO PARTIES (are) ALLOWED." and

"QUIET HOURS ARE BETWEEN 10PM AND 7AM."

I have reviewed the proposed zoning regulation related to such use and believe that it is appropriate and sufficient to handle the vast majority of issues which may arise. If there are problems in the future, your regulation provides a remedy.

In addition, the "unpermitted patio" is grandfathered in as it was in existence when the Buterbaughs purchased the home in 1992 and the Laramies cannot object to the use of a hot tub in conjunction with that preexisting patio.

The Laramies bought the home in 2015 when the Buterbaugh home was already being used as a vacation rental home. They either were or should have been made aware of the preexisting use prior to purchase and cannot now complain about that use. If they think it is a nuisance, they are charged with knowledge of its use and assumption of the risk it would continue.

My clients are respectable and concerned longtime residents of Carroll Valley who run a vacation rental business for their livelihood. They live immediately adjacent to their rental homes and would never allow activities disruptive to them and their neighbors.

For all the reasons outlined above, please disregard the Laramie letter of February 11, 2022.

Very truly yours,

ENTWISTLE & ROBERTS, PC



Barbara Jo Entwistle

BJE:tlp  
cc to: Richard and Kari Buterbaugh

## Pre-rental Rules and Regulations

Please see all house rules, regulations, and home information for your stay. We require that all adult guests staying in the home send their name and email address before check in. Pre-rental rules and regulations as well as lake waiver forms must be signed and submitted back to owner in order to gain access to the property. Maximum capacity of home not to exceed **8** people at all times unless owner is notified beforehand. Video monitoring active at each entry way to the home. Additional guests exceeding maximum capacity will be subject to a charge of **\$40** per person for each night. Parking capacity limited to 4 vehicles at all times. Additional vehicles subject towing. Absolutely no pets allowed on the property. Unauthorized pets found on property subject to **\$250** fee and possible dismissal from property.

The address of the home is 28 Lakeside Trail Fairfield PA, 17320. **Check in** is any time after **4pm** on day of check in and **check out** is at **10am**. Please be mindful of check out times during your stay. Due to COVID-19 regulations regarding time between occupants cleaning crew will be promptly on site for thorough cleaning after your stay. This is to ensure a thorough cleaning and the health of our guests. Late check outs not previously approved will be subject to a **\$50 fee for each hour** past scheduled check out time. The front door is a key pad lock. The code will be issued after return of all required forms. Be sure to pull the door towards yourself when inputting the code. The Wifi name is On Golden Pond and the password is 28lakeside.

Quiet hours are between **10pm-7am**. Absolutely no parties allowed. No smoking is allowed in the house. House will be stocked with initial paper towels and toilet paper, however during extended stays guests are required to provide additional items. Each guest will be issued one full size shower towel and one washcloth at check in. Any missing towels or linens at checkout are subject to additional fees deducted from security deposit.

The fireplace is for decorative purposes only. No open flames allowed in the home. Electric fireplace insert must be turned off when not in use. No fireworks allowed. No firearms allowed. Please set thermostat to **72 degrees** when leaving the property. Grill gas to be turned off after each use. Please place all deck equipment away when not in use. Turn off all outdoor lights at end of night. No glass or food allowed in the hot tub. Hot tub cover to be placed on hot tub after each use. Owner not responsible for any harm or injury incurred while using hot tub equipment.

In order to fish on the lake guests must have the proper fishing license. Liability waivers must be signed in order to use kayaks or other equipment on lake. Life jackets must be worn when using water equipment.

During checkout we ask that all food be removed from the refrigerator and freezer. Please place any dishes used during your stay in the dish washer and run before leaving. All used sheets should be removed from the beds and placed in the washer or hamper. Please place all bedspreads and shams on beds. Please put all used towels in hamper next to washer. We will take care of running the laundry for bedspreads and shams. All trash throughout house should also be placed in trash bags and placed in the trash receptacles at the driveway entrance of the house.

Pictures of home before and after visit will be taken to document any possible damages. Renter will be held

responsible for any broken, damaged or missing items noted in Pre-rental photos. Refund of security deposit will reflect any damages. We are not affiliated with Ski Liberty Resort and as such cannot be held responsible for weather conditions at the resort or other events in the area. Please lock all doors when leaving. Please let us know if you have any questions about your stay and enjoy your time.

**I have read and understand the above rules & regulations.**

**Guest Printed Name** \_\_\_\_\_ **Guest Signature** \_\_\_\_\_

**Additional guest information: name, age, email.**

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## David A. Hazlett

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**From:** Dorothy Dreschler <pray2hg@gmail.com>  
**Sent:** Saturday, March 5, 2022 6:07 AM  
**To:** Mayor Ronald J. Harris, LtCol, USAF, Retired; David A. Hazlett; B Carr; Jale Dalton  
**Subject:** Proposed zoning

**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.

Will this new zoning include High Density Housing?

I hope not.

I should not drive at night, so I will not be attending the meeting at the Borough.

This idea has come up several times in recent years. It is an idea that will transform Carroll Valley into Frederick.

Townhouses will change the character of this area. It will require more police and a paid fire department.

This has always been a peaceful suburb with a slightly country atmosphere. Certain developers have pushed for multi-story apartment buildings and high-density townhouses to escalate their profits at the detriment of our community.

Carroll Valley will totally change if the old concept of 1/2 acre lots for single-family dwellings is abandoned.

This is what I would say at the meeting on zoning if I could attend. I hope you will express my thoughts at the meeting.

God bless you all and may you make the right decisions for the community (and not for a few greedy developers).

Dorothy Drechsler, 7 Trout Run Trail

## REGULAR MEETING (cont'd)

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# PUBLIC COMMENT

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# ORDINANCES and RESOLUTIONS

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**INTEROFFICE MEMORANDUM**

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**TO:** BOROUGH COUNCIL  
**FROM:** DAVID A. HAZLETT, BOROUGH MANAGER  
**SUBJECT:** ORDINANCE #1-2022  
**DATE:** 03/11/2022  
**CC:** FILE

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**Ordinance #1-2022** is the New Chapter 27: Zoning Ordinance for the Borough. The ordinance has been approved by Adams County Planning Office, the changes requested by Members as a result of the Public Hearing of February 15, 2022 have been completed and the document was properly advertised as required by PA Code.

**Action Requested:** I ask that you take action to Advertise the intent to Adopt Ordinance #1-2022: Chapter 27 – Zoning; with the intent to adopt at the April 12, 2022 meeting.

## LEGAL NOTICE

**NOTICE OF INTENTION OF THE BOROUGH OF CARROLL VALLEY, COUNTY OF ADAMS, PENNSYLVANIA, BY THE CARROLL VALLEY BOROUGH COUNCIL, TO REPEAL THE CARROLL VALLEY BOROUGH ZONING ORDINANCE OF 1976, AS AMENDED, AND ENACT A NEW CARROLL VALLEY BOROUGH ZONING ORDINANCE.**

The new Carroll Valley Borough Zoning Ordinance, identified as Ordinance #1-2022:Chapter 27 -Zoning; will be considered for adoption on Tuesday, April 12, 2022, at the Carroll Valley Borough Council's regular public meeting, commencing at 7:00 PM, prevailing time, at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania, 17320. If approved by the Carroll Valley Borough Council, and enacted pursuant to Act 247 of 1968, as amended, the Pennsylvania Municipalities Planning Code, the effective date of the new Carroll Valley Borough Zoning Ordinance will be May 1, 2022.

The full text of the new Carroll Valley Borough Zoning Ordinance to be enacted, including the Carroll Valley Borough Zoning Map and Appendices, may be examined without charge, or obtained for a charge not greater than the cost thereof at the Carroll Valley Borough Municipal Building, 5685 Fairfield Road, Carroll Valley, Pennsylvania and the Adams County Office of Planning and Development, 19 Baltimore Street, Suite 101, Gettysburg, Pennsylvania, 17325.

Any person who needs an accommodation in order to gain access to or participate in this public meeting should call (717) 642-8269 prior to the public meeting date.

Gayle R. Marthers,  
Borough Secretary

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INTEROFFICE MEMORANDUM

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**TO:** BOROUGH COUNCIL  
**FROM:** DAVID A. HAZLETT, BOROUGH MANAGER  
**SUBJECT:** RESOLUTION #3-2022  
**DATE:** 03/11/2022  
**CC:** FILE

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Attached please find **Resolution #3-2022**; the resolution approving and accepting the Certificate of Termination of the Sewer and Water Authority. This resolution will authorize all actions necessary to effectuate the assumption of all Sewer and Water Authority property, projects and obligations. Also attached for your review is Resolution 2022-01 of the Sewer and Water Authority and the Certificate of Termination regarding the conveyance.

**Action Requested:** I ask that you Adopt Resolution #3-2022 and Authorize Borough Staff to complete all necessary actions to effectuate the conveyance of the Sewer and Water Authority to the Borough of Carroll Valley.

## **BOROUGH OF CARROLL VALLEY**

### **RESOLUTION #3-2022**

#### **A RESOLUTION OF THE BOROUGH OF CARROLL VALLEY, ADAMS COUNTY, PENNSYLVANIA, APPROVING AND ACCEPTING THE CERTIFICATE OF TERMINATION OF THE CARROLL VALLEY SEWER AND WATER AUTHORITY (THE "AUTHORITY") AND AUTHORIZING ALL ACTIONS NECESSARY TO EFFECTUATE THE ASSUMPTION OF ALL AUTHORITY PROJECTS AND OBLIGATIONS.**

**WHEREAS**, on May 16, 1977, the Borough of Carroll Valley, Adams County, Pennsylvania (the "Borough"), filed a Certificate of Incorporation with the Commonwealth of Pennsylvania Department of State establishing the Sewer Authority of the Boro of Carroll Valley, Adams Co., PA. (the "Authority") pursuant to the Municipality Authorities Act of 1945, May 2, 1945, P.L. 382 as amended (the "Act"); and

**WHEREAS**, on March 20, 1987, a Certificate of Amendment was filed with the Commonwealth of Pennsylvania Department of State changing the name of the Authority to the Carroll Valley Sewer and Water Authority; and

**WHEREAS**, the Authority was established for the purpose of operating public sanitary sewer and water systems in the Borough (the "Projects"); and

**WHEREAS**, the Authority has finally paid and discharged all bonds, with interest due, which have been secured by a pledge of any of the revenues or receipts of the Projects pursuant to section 5619(a) of the Act, 53 Pa. C.S. § 5619(a); and

**WHEREAS**, the Authority has finally paid and discharged all bonds issued and outstanding and the interest due on them, and settled all other outstanding claims against it pursuant to section 5619(b) of the Act, 53 Pa. C.S. § 5619(b); and

**WHEREAS**, pursuant to the February 28, 2022 Resolution 2022-01 of the Authority, the Authority seeks to terminate its existence and has submitted a Certificate of Termination to the Borough for approval pursuant to section 5619(c) of the Act, 53 Pa. C.S. § 5619(c); and

**WHEREAS**, the Authority, having finally paid and discharged all bonds issued and outstanding and settled all other outstanding claims against the Authority, wishes to convey all its assets, property, and Projects to the Borough; and

**WHEREAS**, the Borough is authorized to own and operate a water system pursuant to Chapter 24 of the Borough Code, 8 Pa. C.S. § 2401, *et seq.*; and

**WHEREAS**, the Borough is authorized to own and operate a sanitary sewer system pursuant to Chapter 20 of the Borough Code, 8 Pa. C.S. § 2000, *et seq.*; and

**WHEREAS**, the Borough Council believes it is in the best interests of the health, safety, morals, general welfare, cleanliness, and safety of the Borough (8 Pa. C.S. § 1202(5)) to approve the termination of the Authority and to receive the Projects and the property and assets of the Authority; and

**WHEREAS**, the Borough wishes to approve the Authority's request to terminate its existence by accepting the Certificate of Termination, a copy of which is attached hereto and incorporated herein by reference.

**NOW, THEREFORE, BE IT RESOLVED**, and it is hereby resolved and adopted by the Borough Council of the Borough of Carroll Valley:

1. The introductory whereas clauses are incorporated herein by reference and are made a part of this Resolution.

2. The Borough hereby approves and accepts the Certificate of Termination as presented by the Authority.

3. Upon adoption of this Resolution, the Borough and its officers are hereby authorized to take such actions as are necessary to effect the dissolution and termination of the Authority and the assumption of the Projects and Authority obligations.

4. Upon adoption of this Resolution, the Borough and its officers are hereby authorized and directed to review the existing rules and regulations of the Authority and prepare for Borough Council's review and consideration any recommended modifications thereto.

5. Upon adoption of this Resolution, the Borough and its officers are hereby authorized to file the Certificate of Termination with the Secretary of the Commonwealth of Pennsylvania.

6. Upon filing of the Certificate of Termination with the Secretary of the Commonwealth of Pennsylvania, the Authority or its officers or the Borough or its officers shall record the Certificate of Termination with the Office of the Recorder of Deeds of Adams County, Pennsylvania.

7. Upon recording of the Certificate of Termination with the Office of the Recorder of Deeds of Adams County, Pennsylvania, the Projects and all property and assets of the Authority shall transfer to the Borough, and the Authority shall cease to exist.

8. All ordinances or resolutions or parts thereof that are inconsistent with this Resolution are hereby rescinded, canceled, and annulled.

9. The provisions of this Resolution are declared to be severable, and if any section, subsection, sentence, clause or part thereof is, for any reason, held to be invalid, unlawful, or unconstitutional, by a court of competent jurisdiction, such decision shall not affect the validity of any remaining sections, subsections, sentences, clauses or part of this Resolution.

**DULY RESOLVED** by the Borough Council of the Borough of Carroll Valley this  
\_\_\_\_\_ day of \_\_\_\_\_, 2022.

ATTEST:

BOROUGH OF CARROLL VALLEY

\_\_\_\_\_

BY: \_\_\_\_\_  
Richard Matthews, Council President

# CARROLL VALLEY SEWER AND WATER AUTHORITY

## RESOLUTION 2022-01

A RESOLUTION OF THE CARROLL VALLEY SEWER AND WATER AUTHORITY AUTHORIZING AND CONSENTING TO THE DISSOLUTION AND TERMINATION OF THE CARROLL VALLEY SEWER AND WATER AUTHORITY BY THE BOROUGH OF CARROLL VALLEY

**WHEREAS**, on May 16, 1977, the Borough of Carroll Valley, Adams County, Pennsylvania (the "Borough"), filed a Certificate of Incorporation with the Commonwealth of Pennsylvania Department of State establishing the Sewer Authority of the Boro of Carroll Valley, Adams Co., PA. (the "Authority") pursuant to the Municipality Authorities Act of 1945, May 2, 1945, P.L. 382 as amended (the "Act"); and

**WHEREAS**, on March 20, 1987, a Certificate of Amendment was filed with the Commonwealth of Pennsylvania Department of State changing the name of the Authority to the Carroll Valley Sewer and Water Authority; and

**WHEREAS**, the Authority was established for the purpose of operating public sanitary sewer and water systems in the Borough (the "Project"); and

**WHEREAS**, the Authority wishes to consent to the termination of its existence and to take such actions as are required to effectuate such termination, pursuant to section 5619(c) of the Municipality Authorities Act, 53 Pa. C.S. § 5619(c); and

**WHEREAS**, prior to the final dissolution the Authority will finally pay and discharge all bonds with interest due in accordance with sections 5619(a) and (b) of the Municipality Authorities Act, 53 Pa. C.S. §§ 5619(a), (b); and

**WHEREAS**, the Authority wishes to convey its property, assets, and the Project to the Borough, in accordance with the Act.

**NOW THEREFORE, BE IT RESOLVED AND ADOPTED**, and it is hereby resolved and adopted by Carroll Valley Sewer and Water and Authority, Adams County, Commonwealth of Pennsylvania:

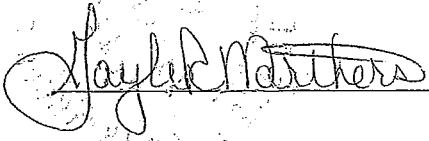
1. The Authority hereby authorizes the Board of the Authority and its agents to take such actions necessary to effectuate the dissolution and termination of the Authority.
2. The Authority hereby authorizes the Board of the Authority and its agents to take such actions necessary to transfer the Project and all property and assets of the Authority to the Borough.



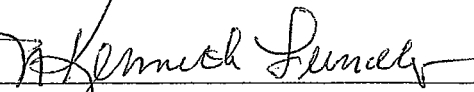
3. The Authority hereby authorizes submission of a certificate requesting termination of the Authority to the Borough (the "Certificate of Termination"), which Certificate of Termination shall be in substantially similar form to the document attached hereto as Exhibit "A", or in such other form as required by the Secretary of the Commonwealth of Pennsylvania.

28<sup>th</sup> **DULY RESOLVED**, by the Board of the Carroll Valley Sewer and Water Authority this day of February 2022.

ATTEST:

  
\_\_\_\_\_

CARROLL VALLEY SEWER AND  
WATER AUTHORITY

BY:   
N. Kenneth Lundberg, Chairman

APPROVED this 28<sup>th</sup> day of February, 2022:

**Exhibit A**

Filed in the Department of State on:

\_\_\_\_\_  
Secretary of the Commonwealth

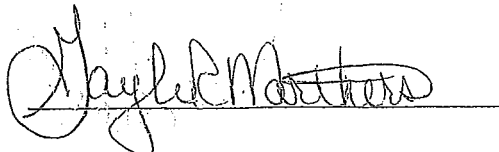
**CERTIFICATE OF TERMINATION  
CARROLL VALLEY SEWER AND WATER AUTHORITY**

In accordance with the requirements of 53 Pa. C.S. § 5619(c), the Carroll Valley Sewer and Water Authority, pursuant to Resolution 2022-01 adopted by the Board of the Authority on February 28, 2022, hereby requests the termination of its existence and submits this Certificate to the Borough of Carroll Valley for its approval by resolution or ordinance. The Authority certifies that it has finally paid and discharged all bonds issued and outstanding and the interest due on them and settled all other outstanding claims against it. The Authority was formed under the Act of May 2, 1945, P.L. 382, known as the "Municipality Authorities Act of 1945", as amended and supplemented. The original Articles of Incorporation were approved and filed on May 16, 1977.


As provided in 53 Pa. C.S. § 5619(c), if the Borough of Carroll Valley approves this Certificate, it shall be filed in the office of the Secretary of the Commonwealth, who shall note the termination of existence on the record of incorporation and return the Certificate with approval to the Authority, which shall then record the Certificate in the office of the recorder of deeds of Adams County. Upon recording, the property of the Authority shall pass to the Borough of Carroll Valley.

IN WITNESS WHEREOF, the Carroll Valley Sewer and Water Authority has caused this Certificate to be executed by its duly authorized officers under the seal of the Authority, this 28<sup>th</sup> day of February 2022.

ATTEST:


  
\_\_\_\_\_

CARROLL VALLEY SEWER AND  
WATER AUTHORITY

BY:   
N. Kenneth Lundberg, Chairman

### CERTIFICATION OF ADOPTION

I hereby certify that the foregoing Resolution #2022-01 was duly enacted and approved as set forth at a regular meeting of the Sewer and Water Authority of the Borough of Carroll Valley on Monday, February 28, 2022.

  
Borough Secretary

# MAYOR'S REPORT

---



# February 2022 Police Report



by  
Chief Richard L Hileman II  
Carroll Valley Borough Police

## Special News / Achievements:



- The Carroll Valley Civil Service Commission has no candidates in process at this point. Three candidates withdrew or failed to continue in the process. Other police agencies report the same difficulties. We are continuing recruiting efforts.

- Corporal Clifford Weikert, our defensive tactics instructor, has attended training to be certified as a Municipal Inservice Training Instructor and has now completed the first round of training certifying our officers under the new requirements.



## Special Events:



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

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

- April 30<sup>th</sup> from 10AM to 2PM, Carroll Valley 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. Start collecting them now and bring your pills for disposal. Find other locations at [http://www.dea.gov/diversion/usdoj.gov/drug\\_disposal/takeback/](http://www.dea.gov/diversion/usdoj.gov/drug_disposal/takeback/)

### Crime Data:

Key to reading the following page:

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





# Offense and Arrest Summary Report

Printed On:  
03/08/2022

Beginning Date: 02/01/2022

Ending Date: 02/28/2022

Page 1 of 1

Agency: All

Municipality: Carroll Valley Borough

Total Offenses 9 Clearance Rate 22.22%  
% change from last year 12.5% Last years rate 25%

Total Arrests 1 Hate Crime Offenses 0  
% change from last year -85.71% Law Officers Assaulted 0

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

Arrest Rate per 100,000 Population : 0.00

### Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	0	0	0	0	0
Burglary	0	0	0	0	0
Larceny	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	0	0	0	0	0
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	0
Drug/Narcotic Violations	0	0	0	0	0
Drug Equipment Violations	0	0	0	0	0
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	2
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
<b>Total Group A Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>Group "B" Arrests</b>					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	0
Disorderly Conduct	0	0	0	0	1
DUI	0	0	0	0	4
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	1	0	0	1	0
<b>Total Group B Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>6</b>
<b>Total Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>7</b>

### Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder			
Negligent Manslaughter			
Justifiable Homicide			
Rape			
Robbery			
Aggravated Assault			
Burglary			
Larceny	7	1	6
Motor Vehicle Theft			
Arson			
Simple Assault			
Intimidation			
Bribery			
Counterfeiting/Forgery			
Vandalism	1		
Drug/Narcotic Violations			
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud	1	1	1
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			
Incest			
Statutory Rape			
Stolen Property			1
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
<b>Total Group "A"</b>	<b>9</b>	<b>2</b>	<b>8</b>

#### Crime Against Person

- This year  
- Last year  
0 - Percent Change

#### Crime Against Property

9 - This year  
8 - Last year  
12.5% - 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>
ALARM	2
ANIMAL COMPLAINT	3
ASSIST - FIRE/EMS	14
ASSIST - OTHER POLICE	2
CRIMINAL MISCHIEF	1
DISTURBANCE/NOISE	1
DOMESTIC DISTURBANCE	11
MENTAL HEALTH / WELFARE	4
MISC CALL FOR SERVICE	9
SUSPICIOUS ACTIVITY	1
THEFT	8
THREATS / HARRASSMENT / STALKING	1
TRAFFIC COMPLAINT	5
TRESPASS	1
VEHICLE CRASH	3
VEHICLE STOP	7
Z FOLLOW-UP	7
<b>Grand Total</b>	<b>80</b>

<u>Carroll Valley Calls for Service YTD</u>	<u>Total</u>
ALARM	8
ANIMAL COMPLAINT	6
ASSIST - FIRE/EMS	32
ASSIST - OTHER POLICE	3
CRIMINAL MISCHIEF	1
DISTURBANCE/NOISE	2
DOMESTIC DISTURBANCE	17
FRAUD	2
MENTAL HEALTH / WELFARE	7
MISC CALL FOR SERVICE	20
SUSPICIOUS ACTIVITY	2
THEFT	15
THREATS / HARRASSMENT / STALKING	4
TRAFFIC COMPLAINT	22
TRESPASS	1
VEHICLE CRASH	6
VEHICLE STOP	17
Z COURT / JUSTICE	1
Z FOLLOW-UP	20
<b>Grand Total</b>	<b>186</b>

### 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 and Warning</u>	<u>Count :</u>
1786 (Title 75) - Required financial responsibility	2
3323 (Title 75) - Stop signs and yield signs	1
3345 (Title 75) - Meeting or overtaking school bus	1
3362 (Title 75) - Maximum speed limits	5
<b>Grand Total</b>	<b>9</b>

**Miscellaneous:**

Calls for Service	February 2021	February 2022	YTD 2021	YTD 2022
Calls from Public	98	98	224	190
Officer initiated	21	21	73	35
<b>Total CV Calls</b>	<b>119</b>	<b>119</b>	<b>297</b>	<b>225</b>

<b>Vehicle Mileage</b>			
	Starting	Ending	Total
2017 Dodge Charger Unmarked	18,820	19,088	268
2017 Dodge Charger Marked	65,045	65,125	80
2014 Dodge Charger Unmarked	84,943	86,247	1,304
2014 Dodge Charger Marked	86,035	86,205	170
2010 Ford Exp Marked	82,968	82,968	0
		<b>Total</b>	<b>1,822</b>





# February 2022 Fairfield Police Report Supplement



by  
Chief Richard L Hileman II  
Carroll Valley Borough Police

## Calls for Service:

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

Fairfield Calls for Service Month	Total	Fairfield Calls for Service YTD	Total
ALARM	2	ALARM	2
ASSIST - FIRE/EMS	4	ASSIST - FIRE/EMS	10
CRIMINAL MISCHIEF	2	CHILD WELFARE	1
DOMESTIC DISTURBANCE	2	CRIMINAL MISCHIEF	2
MISC CALL FOR SERVICE	2	DISTURBANCE/NOISE	1
MISSING/LOST PERSON	1	DOMESTIC DISTURBANCE	3
THREATS / HARRASSMENT / STALKING	2	MENTAL HEALTH / WELFARE	2
TRAFFIC COMPLAINT	2	MISC CALL FOR SERVICE	3
VEHICLE CRASH	1	MISSING/LOST PERSON	1
VEHICLE STOP	3	THREATS / HARRASSMENT / STALKING	2
Z FOLLOW-UP	4	TRAFFIC COMPLAINT	2
<b>Grand Total</b>	<b>25</b>	VEHICLE CRASH	1
		VEHICLE STOP	9
		Z FOLLOW-UP	12
		<b>Grand Total</b>	<b>51</b>

## Citations:

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

Citation, Faulty Equipment and Warning	Count :
1301 (Title 75) - Registration and certificate of title required	4
1543 (Title 75) - Driving while operating privilege is suspended or revoked	1
3361 (Title 75) - Driving vehicle at safe speed	1
<b>Grand Total</b>	<b>6</b>



# Offense and Arrest Summary Report

Printed On:  
03/08/2022

Beginning Date: 02/01/2022

Ending Date: 02/28/2022

Page 1 of 1

Agency: All

Municipality: Fairfield Borough

Total Offenses 3 Clearance Rate 33.33%  
% change from last year 0% Last years rate 100%

Total Arrests 1 Hate Crime Offenses 0  
% change from last year -75% 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	1	1	
Intimidation			1
Bribery			
Counterfeiting/Forgery			
Vandalism	2		1
Drug/Narcotic Violations			1
Drug Equipment Violations			
Embezzlement			
Extortion/Blackmail			
Fraud			
Gambling			
Kidnapping			
Pornography			
Prostitution			
Sodomy			
Sexual Assault w/Object			
Fondling			
Incest			
Statutory Rape			
Stolen Property			
Weapons Law Violations			
Human Trafficking, Commercial Sex Acts			
Human Trafficking, Involuntary Servitude			
Animal Cruelty			
<b>Total Group "A"</b>	<b>3</b>	<b>1</b>	<b>3</b>

### Crime Against Person

1 - This year  
1 - Last year  
0% - Percent Change

### Crime Against Property

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

### Crime Against Society

- This year  
1 - Last year  
-100% - 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	1	0	0	1	0
Intimidation	0	0	0	0	1
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	0
Vandalism	0	0	0	0	1
Drug/Narcotic Violations	0	0	0	0	1
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
<b>Total Group A Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>Group "B" Arrests</b>					
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
<b>Total Group B Arrests</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>Total Arrests</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>

Population : 1

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

# FIRE/EMS/EMA REPORT

---

# FAIRFIELD FIRE & EMS

## Fire Report – February 2022

**Calls for the Month – 20**

**Year to Date Total - 48**

### Nature of Call(s)

### Location of Call(s)

Fire Police -	2	Carroll Valley Borough	5
Fire – Structure	3	Fairfield Borough	5
Motor Vehicle Accident	1	Franklin Township	2
Medical Assist	2	Freedom Township	0
Landing Zone	3	Hamiltonban Township	2
Outside Investigation	1	Highland Township	2
Gas Leak	1	Liberty Township	2
Search Detail	1		
Wires	4	South Mountain,	
Wildland Fire	1	Franklin County	1
Transfer	1		
		Cumberland Township	1



# FOUNTAINDALE VOLUNTEER FIRE DEPARTMENT

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



## MONTHLY FIRE REPORT FOR FEBRUARY 2022

Breakdown of calls by type:

Building fire.....	2
Medical Assist.....	1
Service call.....	1
Wildland fire.....	1
<u>Good Intent.....</u>	<u>8</u>
TOTAL	13

Notes: Structure fire in Liberty Township of a large shed of total \$35,000.

David M. Martin



Fire Chief

cc: Carroll Valley Borough  
Hamiltonban Township  
Liberty Township



# Fountain Dale Volunteer Fire Department

x

Fairfield, PA

This report was generated on 3/1/2022 11:55:27 AM

## Incident Type and Street Name for Date Range

Incident Status: Reviewed | Start Date: 02/01/2022 | End Date: 02/28/2022

Incident Date	Address	Incident Type
02/02/2022	Fairfield Road, Fairfield, PA 17320	Dispatched & cancelled en route
02/09/2022	Washington Township Boulevard, Waynesboro, PA 17268	Dispatched & cancelled en route
02/11/2022	Old Forge Road, Waynesboro, PA 17268	Dispatched & cancelled en route
02/15/2022	Shirley Trail, Fairfield, PA 17320	Building fire
02/18/2022	Blue Ridge Trail, Fairfield, PA 17320	Dispatched & cancelled en route
02/18/2022	Iron Springs Road, Fairfield, PA 17320	Wind storm, tornado/hurricane assessment
02/18/2022	Tick Ridge Road, Waynesboro, PA 17268	Dispatched & cancelled en route
02/19/2022	Gladhill Road, Fairfield, PA 17320	Medical assist, assist EMS crew
02/20/2022	Naylor Road, Sabillasville, MD 21780	Building fire
02/21/2022	Cold Springs Road, Fairfield, PA 17320	Forest, woods or wildland fire
02/22/2022	South Potomac Street, Waynesboro, PA 17268	Dispatched & cancelled en route
02/22/2022	Pen Mar Road, Waynesboro, PA 17268	Dispatched & cancelled en route
02/27/2022	Mentzer Gap Road, Waynesboro, PA 17268	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.



# untain Dale Volunteer Fire Department

elc. PA

report was generated on 3/1/2022 11:52:49 AM

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

Time: 00:00 | End Time: 23:00 | Start Date: 02/01/2022 | End Date: 02/28/2022

COUNTY	FDID	INCIDENT #	DATE	ALARM	ADDRESS	INCIDENT TYPE	PROPERTY LOSS	CONTENT LOSS
Adams	01003	2022-07966	02/15/2022	15:54:00	61 Shirley Trail	Building fire	\$25000	\$10000
Adams	01003	2022-08921	02/20/2022	11:00:00	17400 Naylor Road	Building fire	\$0	\$0

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



emergencyreporting.com

Doc Id: 1845

Page # 1 of 1

# Memorandum

**To:** Borough of Carroll Valley Council  
**CC:** David Hazlett, Borough Manager/Treasurer, Richard L. Hileman II, Police Chief  
**From:** Ron Harris, Mayor  
**Date:** 3/11/2022  
**Re:** FREMA Deputy EMC

---

This memorandum is to inform you that Michael McCabe is the new Deputy Emergency Management Coordinator (EMC) for the Fairfield Regional Emergency Management Agency (FREMA). He is replacing Andrew Aldrich who has moved out of the area.

# COMMITTEE REPORTS

---

Planning Meeting 3/7/2022

- Approval of Feb minutes
- Open to the public - none
- Current Business - Property Maintenance
  - No draft ordinance from Dave Hazlett concerning safety hazards to review - slate for next month.
  - several members have taken the “Dave” tour to appreciate the Borough’s issues, a couple members outstanding.
- New Business
  - Quick discussion concerning defective gas lines in homes. Need to understand if it’s appropriate for planning or the council, although in PA it seems to be more a statewide building code issue - Dave will discuss as appropriate.
- Old Business - none
- Adjourned

Respectfully Submitted,  
Michael Wight, Chair

# 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								
CHECKING ACCOUNT	\$101,999.62	\$0.00	\$0.00	\$175.50	\$74,129.28	\$0.00	\$176,304.40	\$30,173.89
INVESTMENTS	\$2,843,813.37	\$0.00	\$0.00	\$0.00	\$0.00	\$565,203.46	\$3,409,016.83	\$260,688.02
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$17,986.95	(\$6,061.36)	\$539,354.28	\$0.00	\$1,107,506.54	\$0.00	\$1,658,786.41	\$0.00
DUE TO OTHER FUNDS	\$1,404,805.27	\$88.31	\$34,002.50	(\$3,048.18)	\$171,648.29	\$0.00	\$1,607,496.19	\$52,076.73
LIABILITIES	\$2,195.61	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$144,195.89	\$0.00
NET BALANCE	\$1,557,224.06	(\$6,149.67)	\$505,376.78	(\$138,776.60)	\$1,009,987.53	\$565,203.46	\$3,492,865.56	\$238,835.18

TRANSACTIONS FOR PERIOD								
ADJUSTMENTS (SEE NOTE)								
ACTUAL REVENUES (+)	\$110,691.16	\$0.00	\$35,143.99	\$12,802.80	\$1,074.79	\$5.62	\$159,718.36	\$236,855.84
ACTUAL EXPENDITURES (-)	\$214,615.95	\$0.00	\$20,897.45	\$12,802.80	\$39,669.86	\$0.00	\$287,986.06	\$280,695.35
ENCUMBERED FUNDS (-)	\$7,873.70	\$0.00	\$5,861.00	\$0.00	\$0.00	\$0.00	\$13,734.70	\$0.00
NET TRANSACTION BALANCE	(\$111,798.49)	\$0.00	\$8,385.54	\$0.00	(\$38,595.07)	\$5.62	(\$142,002.40)	(\$43,839.51)

END OF PERIOD								
CHECKING ACCOUNT	\$57,132.36	\$0.00	\$0.00	\$175.50	\$74,157.61	\$0.00	\$131,465.47	\$24,478.54
INVESTMENTS	\$2,764,083.90	\$0.00	\$0.00	\$0.00	\$0.00	\$565,209.08	\$3,329,292.98	\$222,543.86
PETTY CASH	\$425.00	\$0.00	\$25.00	\$0.00	\$0.00	\$0.00	\$450.00	\$50.00
DUE FROM OTHER FUNDS	\$56,831.57	(\$6,149.67)	\$555,109.77	\$0.00	\$1,106,994.68	\$0.00	\$1,712,786.35	\$0.00
DUE TO OTHER FUNDS	\$1,419,960.59	\$0.00	\$35,163.95	(\$3,048.18)	\$209,419.77	\$0.00	\$1,661,496.13	\$52,076.73
LIABILITIES	\$5,688.56	\$0.00	\$0.00	\$142,000.28	\$0.00	\$0.00	\$147,688.84	\$0.00
NET BALANCE	\$1,452,823.68	(\$6,149.67)	\$519,970.82	(\$138,776.60)	\$971,732.52	\$565,209.08	\$3,364,809.83	\$194,995.67

**Check Register with Invoices**

**Borough of Carroll Valley**

01-Mar-22

From: 01-Feb-22 To: 28-Feb-22

Check No    Check Date    VendorNo    Vendor    Invoice    Check Amount    Status

**Bank Account: 3 GENERAL FUND PLGIT CHECKING**

1097	2/3/2022	14678	PA MUNICIPAL CODE ALLIANCE, IN		\$402.00	O
			12622 Building Permit: Cortner Pavilion Remodel		\$402.00	
1098	2/2/2022	14510	BCV F&M Sinking Fund		\$12,802.80	O
			2222 Transfer for payment of 2/1/22 for Loan #410681-09		\$12,802.80	
<b>Bank Total:</b>					<b>\$13,204.80</b>	

**Check Register with Invoices**

**Borough of Carroll Valley**

01-Mar-22

From: 01-Feb-22 To: 28-Feb-22

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Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
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**Bank Account: 17 F&M SF - Bldg**

1064	2/2/2022	14505	F&M TRUST		\$12,802.80	O
			2222 New Building: Payment of 2/1/22		\$12,802.80	

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**Bank Total: \$12,802.80**

# Check Register with Invoices

Borough of Carroll Valley

01-Mar-22

From: 01-Feb-22 To: 28-Feb-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
<b>Bank Account: 51 F&amp;M GF - Checking</b>						
34450	2/2/2022	17718	AC&T CO, INC.		\$540.09	O
			2257015 MS: Propane		\$540.09	
34451	2/2/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$2,133.23	O
			8400-2122 Jacks Mtn Rd: 12/1/21-1/1/22		\$45.40	
			4800-2122 MS Bldg: 12/1/21-1/1/22		\$152.05	
			1701-2122 Pavilion: 12/1/21-1/1/22		\$164.55	
			1500-2122 Street Lights		\$1,681.25	
			4500-2122 Trout Run Trl: 12/1/21-1/1/22		\$46.43	
			4200-2122 Ski Run Trl: 12/1/21-1/1/22		\$43.55	
34452	2/2/2022	14374	AMERICAN UNITED LIFE INS		\$316.43	O
			2122 Life & Disability Premium: February 2022		\$316.43	
34453	2/2/2022	14617	AMERICAN WELDING & GAS		\$24.40	O
			8180011 Welder Tips		\$24.40	
34454	2/2/2022	14211	AT&T MOBILITY		\$509.43	O
			2222 GeoTabs		\$327.25	
			2122 Wireless Svc: 12/19/21-1/18/22		\$182.18	
34455	2/2/2022	17733	B&M HEATING		\$153.14	O
			2095 MS Heater Repair		\$153.14	
34456	2/2/2022	691	BOLLINGER HOMES LLC		\$26,125.00	O
			31112 Demolition of Cortner Pavilion		\$26,125.00	
34457	2/2/2022	14391	CAPITAL REGION WATER		\$1,350.00	O
			2222 STP: Sludge testing December 2021		\$1,350.00	
34458	2/2/2022	1004	CBY Systems, Inc		\$14.25	O
			72733 Credit Search - Kyle Hunter Larrain		\$14.25	
34459	2/2/2022	1191	COMCAST CABLE		\$94.05	O
			0019274-2122 99 Country Club Trl: Emergency Dialer		\$94.05	
34460	2/2/2022	783	CONTROL SYSTEMS 21		\$319.50	O
			36867 Emergency Repair: Sanders Station Electrical Repair		\$319.50	
34461	2/2/2022	14291	DataWorks Plus LL		\$562.50	O
			22-051 2022 cNET Maintenance Billing		\$562.50	

# Check Register with Invoices

Borough of Carroll Valley

01-Mar-22

From: 01-Feb-22 To: 28-Feb-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34462	2/2/2022	1051			\$256.67	O
			2122 2021 Medical Deductible Reimbursement		\$102.99	
			2222 2021 Medical Deductible Reimbursement		\$153.68	
34463	2/2/2022	852	FAIRFIELD MUNICIPAL AUTHORITY		\$25.00	O
			2122 4th Qtr 2021: Hydrant Fee		\$25.00	
34464	2/2/2022	356	GETTYSBURG TIMES		\$908.95	O
			41466 Legal Ad: Municipal Waste Contract		\$733.70	
			41531 Legal Ad: Police Officer		\$175.25	
34465	2/2/2022	1210	KEYSTONE MUNICIPAL INSURANCE		\$5,707.75	O
			85-1 2 of 4 KMIT WC 2022		\$125.00	
			85 2 of 4 KMIT WC 2022		\$5,582.75	
34466	2/2/2022	196	LABORATORY, ANALYTICAL & BIOLO		\$260.00	O
			101630 STP: Testing Janaury 2022		\$260.00	
34467	2/2/2022	137	MET-ED		\$75.00	O
			628-2122 Jacks Mtn & Skylark Trl: Street Lighting		\$75.00	
34468	2/2/2022	14472	NULLS LIQUID CHLORINE		\$667.00	O
			9288 Chlorine		\$667.00	
34469	2/2/2022	242	PA STATE ASSOC. OF BOROUGHES		\$212.50	O
			29618 Richard Mathews: Police Civil Services		\$75.00	
			29613 Ron Harris: Police Civil Services		\$75.00	
			29727 Robert Verderaime: NEMO Boot Camp		\$62.50	
34470	2/2/2022	253	PENNSYLVANIA CHIEFS OF POLICE		\$46.00	O
			4773 Officer Exam and Examiners Guide		\$46.00	
34471	2/2/2022	14665	RABOLDS SERVICES		\$163.00	O
			26136 January 2022 Calibrations		\$163.00	
34472	2/2/2022	1005	SECURITY BENEFIT GROUP		\$2,084.39	O
			2222 Deferred Comp: Payroll dated 1/31/22		\$2,084.39	
34473	2/2/2022	1239	SPRINT		\$137.96	O
			53790-152 PL: Connection Card Data Plan: Svc 12/1/21-12/31/2		\$137.96	
34474	2/2/2022	14548	Stacy L. Krietz		\$316.00	O

# Check Register with Invoices

Borough of Carroll Valley

01-Mar-22

From: 01-Feb-22 To: 28-Feb-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			2122 Office Cleaning: 1/22/22-1/29/22		\$316.00	
34475	2/2/2022	14622	WILLIAMS SCOTSMAN, INC.		\$532.50	O
			9012861535 STP: February 2022 Office Trailer		\$532.50	
34476	2/16/2022	17718	AC&T CO, INC.		\$516.71	O
			2311153 MS: Propane		\$516.71	
34477	2/16/2022	14172	ACTCC		\$26.63	O
			21522 ACTCC: 2022 Prorated Contribution		\$26.63	
34478	2/16/2022	10	ADAMS COUNTY AUTO SUPPLY, INC.		\$515.99	O
			251212 Hydraulic Hoses & Oil Dry		\$282.25	
			250215 PL25: Battery		\$111.24	
			254642 MS11: Brake Hoses		\$52.14	
			246138 Credit		(\$80.99)	
			254472 Brake Pads & Caliper		\$151.35	
34479	2/16/2022	22	ADAMS ELECTRIC COOPERATIVE, IN		\$5,697.26	O
			4700-21522 Boro Office: Svc 12/31/21-2/1/22		\$1,353.76	
			8400-222 Jacks Mtn Rd: Svc 1/1/22-2/1/22		\$45.35	
			1701-222 Pavilion: Svc 1/1/22-2/1/22		\$224.35	
			1500-222 Street Lights		\$1,681.25	
			3000-21522 STP: Country Club Trl. Pump Station: Svc 12/31/21-		\$151.84	
			4704-21522 STP: Sanders Rd. Pump Station: Svc 12/31/21-2/1/22		\$1,966.86	
			4500-222 Trout Run Trl: 1/1/22-2/1/22		\$41.00	
			4200-222 Ski Run Trl: 1/1/22-2/1/22		\$41.00	
			4800-222 MS Bldg: 1/1/22-2/1/22		\$191.85	
34480	2/16/2022	823	BOYER & RITTER CPA		\$9,000.00	O
			263355 Progress Bill: FY21 Audit		\$9,000.00	
34481	2/16/2022	1191	COMCAST CABLE		\$978.26	O
			139785877-3 PL: Svc 2/1/22-2/28/22		\$282.00	
			139785877-2 Zoning: Svc 2/1/22-2/28/22		\$47.00	
			139785877-4 Boro Office: Svc 2/1/22-2/28/22		\$217.87	
			139785877-1 14 Ranch Trl: Svc 2/1/22-2/28/22		\$118.96	
			2005-222 Internet Fees		\$250.38	
			139785877 STP: 119A Sanders Rd: Svc 2/1/22-2/28/22		\$62.05	
34482	2/16/2022	14219	COMMUNITY MEDIA OF SOUTH CENT		\$220.00	O
			1367 CVB Council Meeting: January 2021		\$220.00	

# Check Register with Invoices

Borough of Carroll Valley

01-Mar-22

From: 01-Feb-22 To: 28-Feb-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
34483	2/16/2022	113	FAIRFIELD FIRE & EMS		\$7,533.61	O
			21522 2021 Remaining Fire Tax		\$7,533.61	
34484	2/16/2022	122	FOUNTAINDALE VOLUNTEER FIRE DE		\$2,511.20	O
			21522 2021 Remaining Fire Tax		\$2,511.20	
34485	2/16/2022	356	GETTYSBURG TIMES		\$1,164.89	O
			41627 Legal Ad: Zoning Ordinance		\$1,132.54	
			21522 Legal Ad: Civil Service Re-Org Meeting		\$32.35	
34486	2/16/2022	14412	GOVERNMENT MANAGEMENT SERVICE		\$3,000.00	O
			3016 Retainer for the month of January 2022		\$3,000.00	
34487	2/16/2022	17735	KELLER ENGINEERS, INC.		\$595.35	O
			04434-0001-1 Chapter 94 Report		\$595.35	
34488	2/16/2022	1204	KILMER INSURANCE AGENCY		\$26,199.00	O
			748 2022-23 Commerical Package		\$9,708.00	
			744 2022-23 Umbrella		\$4,235.00	
			760 2022-23 Tuscano Pollution Renewal		\$405.00	
			750 2022-23 Police Professional/Public Officials		\$3,979.00	
			746 2022-23 Commerical Auto		\$7,872.00	
34489	2/16/2022	825	KPI TECHNOLOGY		\$1,281.39	O
			8956 SEO Services		\$1,281.39	
34490	2/16/2022	14413	MORTON		\$6,750.05	O
			5402490732 Road Salt		\$3,222.70	
			5402514272 Road Salt		\$1,764.05	
			5402492875 Road Salt		\$1,763.30	
34491	2/16/2022	975	PA MUNICIPAL HEALTH INSURANCE		\$61,900.51	O
			21522 January 2022: Major Medical Dental Vision		\$32,514.30	
			82041-0 March 2022: Major Medical Dental Vision		\$29,386.21	
34492	2/16/2022	14642	PARTNER / PD EVIDENCE LLC		\$1,500.00	O
			1236 2022 Services		\$1,500.00	
34493	2/16/2022	874	PENNSYLVANIA ONE CALL SYSTEM,		\$6.48	O
			939544 January 2022: Activity Fee		\$6.48	
34494	2/16/2022	14145	SALZMANN HUGHES, P.C.		\$2,201.70	O

# Check Register with Invoices

Borough of Carroll Valley

01-Mar-22

From: 01-Feb-22 To: 28-Feb-22

Check No	Check Date	VendorNo	Vendor	Invoice	Check Amount	Status
			12680 Representation as Borough Solicitor		\$2,201.70	
34495	2/16/2022	1005	SECURITY BENEFIT GROUP		\$2,036.92	O
			21522 Deferred Comp: Payroll dated 2/14/22		\$2,036.92	
34496	2/16/2022	310	SHEALERS SEPTIC SERVICE		\$4,178.00	O
			21522 HT: January 2022		\$4,178.00	
34497	2/16/2022	14643	SPECIALTY GRANULES INC.		\$3,269.70	O
			7005431200 Anti Skid		\$1,136.85	
			7005432138 Anti Skid		\$695.10	
			7005432916 Anti Skid		\$955.50	
			7005431066 Anti Skid		\$482.25	
34498	2/16/2022	14232	TALLEY PETROLEUM ENTERPR		\$3,066.55	O
			21522 Fuel & Diesel Fuel: January 2022		\$3,066.55	
34499	2/16/2022	14493	THE YORK WATER COMPANY		\$62.27	O
			21522 Water: Svc 12/27/21-1/24/22		\$62.27	
34500	2/16/2022	17713	TOSHIBA FINANCIAL SERVICES		\$731.12	O
			464450196 February 2022: Copier Lease		\$731.12	
34501	2/16/2022	645	USA BLUE BOOK		\$492.18	O
			860324 YSI DO Meter Replacement Probe/Cable		\$492.18	
34502	2/16/2022	14207	WEST PENN POWER		\$2,547.39	O
			872-21522 14 Ranch Trl: Svc 12/30/21-1/27/22		\$375.62	
			294-21522 14 Ranch Trl: Barn: Svc 12/30/21-1/27/22		\$115.56	
			218-21522 Street Lights		\$2,035.15	
			822-21522 Green Trl: Svc 12/30/21-1/27/22		\$9.45	
			594-21522 Ranch Trl: Svc 12/30/21-1/27/22		\$11.61	
<b>Bank Total:</b>					<b>\$191,517.90</b>	



## REQUEST FOR BIDS

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

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

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

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

Bids will be publicly opened and recorded by the staff or representatives of the public body on Wednesday, April 6, 2022 at 11:00 A.M. by the Carroll Valley Borough Staff.

Bid awards will be made at an official public meeting of the Borough of Carroll Valley, 5685 Fairfield Road, Carroll Valley on Tuesday, April 12, 2022. All bids shall be enclosed in sealed envelopes marked as required by the specifications and shall be submitted to the Secretary of The Borough of Carroll Valley no later than 11:00 A.M. on Wednesday, April 6, 2022.

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

**THE BOROUGH OF CARROLL VALLEY**

Gayle R. Marthers  
Borough Secretary

## UNFINISHED BUSINESS

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Funding Solutions

Update to Council

March 10, 2022

## Memorandum

To: Carroll Valley Borough Council

From: GMS Funding Solutions (GMS)

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### PA SMALL WATER AND SEWER PROGRAM UPDATE

#### *Carroll Valley Wastewater Treatment Facility Upgrades Project*

Awarded \$425,000

The Borough has received the first reimbursement request payment of \$236,832. GMS has drafted the second reimbursement request (\$189,805) and is waiting on the signed cover letter to submit. This request will maximize the \$425,000 grant award. However, invoices and proofs of payment must be submitted through the completion of the project. The grant is set to expire on June 30, 2022, and it is anticipated the Project will be done before that timeframe. However, GMS has advised that an extension request can be submitted to account for any unforeseen delays that may occur and has provided a draft letter to the Authority.

**Next Steps:** The Authority should sign the extension request letter if it is expected that the Project completion date will be near the June 30, 2022 deadline. In addition, the Authority should sign the payment request form and return to GMS – once received GMS will submit the second reimbursement request. The Authority should provide additional AFPs and cancelled checks when available.

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

#### *Carroll Valley Path System – Phase I*

Awarded \$25,000

The Borough approved FSA to provide the necessary documentation requested by the County. GMS has coordinated with FSA to provide a preliminary sketch and cost estimate for the proposed new location. This information, along with the extension request, has been submitted to the County for review and consideration.

**Next Steps:** GMS will communicate with the County on the status of the re-scope approval. If approved, once work commences, the Borough should 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 grant expires on June 30, 2023. Once the Project has been bid, GMS will need copies of the public advertisement, bid responses, and bid tabulation. GMS has confirmed with the Borough to submit design costs for

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#### CARLISLE

354 Alexander Spring Rd.  
Carlisle, PA 17015

[www.GMSFundingSolutions.com](http://www.GMSFundingSolutions.com)  
(717) 552-2639

#### HARRISBURG

112 Market St., 8th Floor  
Harrisburg, PA 17101

***March 10, 2022***

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reimbursement. GMS has submitted the reimbursement request and additional documentation as requested from the reviewer. GMS has provided the Borough with a draft cooperation agreement, between the Borough and Authority, for Solicitor review. This document is needed since the grant agreement is with the Borough, but the Authority incurred costs and paid invoices for the design work. Since the grant agreement is with the Borough, if the Authority is dissolved, this does not affect the H2O grant.

**Next Steps:** The Borough should have its Solicitor review the cooperation agreement, and, if all parties are in agreement, execute the cooperation agreement. In addition, the Borough should continue to forward all engineering invoices and evidence of payments to GMS. Once the Project is bid, the Authority should move forward with project construction.

*Due to the increase in costs for the Wastewater Treatment Plant project, GMS is looking into additional funding sources that may be a fit for this Project.*

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

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

The Borough received notice that the first Project and Expenditure Report (Report) is now due April 30, 2022. GMS will assist the Borough with completing and filing the Report(s).

**Next steps:** In January 2022, the US Department of Treasury published the final rule. The most significant differences between the interim rule and the final rule are the provisions regarding revenue replacement. Under the final rule, municipalities can either calculate their revenue loss OR presume that up to \$10 Million is revenue loss. For the Borough, this would mean that all of the ARPA funds received can be allocated to revenue loss and the broad scope of expenditures allowed under this category. If the Borough desires to utilize the revenue loss provision, this will need to be explicitly stated in the April 2022 report.

Alternatively, the Borough can work with its auditor/accountant to calculate the actual lost revenue. It is GMS' understanding that the Borough desires to put the funds toward lost revenue. The Borough has been set up in the US Treasury portal for reporting. GMS will coordinate with the Borough to compile and submit the necessary Report(s), which is due April 30, 2022.

### **BROADBAND INITIATIVE**

Estimated project cost: \$171,503

**Next Steps:** GMS continues to review potential funding sources that may cover this initiative.

### **FEDERAL INFRASTRUCTURE BILL**

GMS is continuing to research and review the Federal Infrastructure Investment and Jobs Act (IIJA) bill for additional funding that may be available to support the remaining phase of the Wastewater Treatment Plant Upgrades project. In addition, if there are other infrastructure initiatives that the Borough has on its "wish list," this detail should be forwarded to GMS. GMS has received the updated cost estimate for the Wastewater Treatment Plant Upgrades project and is creating an updated executive summary to be used in vetting additional funding sources, including scheduling meetings with PENNVEST.

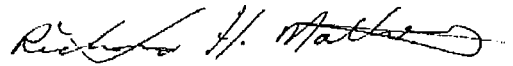
**Next Steps:** The Borough should provide a cost estimate for any other infrastructure projects that the Borough may have on its capital improvements plan. It has been highly recommended that applicants begin coordination with PENNVEST on any potential project, as a significant portion of the IIJA funds will be routed through this agency.



# NEW BUSINESS

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**FROM:** Richard H. Mathews, Council President  
Carroll Valley Borough



**TO:** Robert Verderaime, Vice-President  
L. Michael Wight, President Pro Tem  
David Lillard  
Bruce Carr  
Jessica Kraft  
John Schubring

**DATE:** March 11, 2022

**SUBJECT:** Carroll Valley Police Civil Service Commission

Act 54 of 2002 amended the civil service provisions of the Borough Codes. Specifically it required alternate civil service commissioners and increased the number required for quorum from two to three.

I recommend that the Council appoint up to 3 alternate members to the Civil Service Commission as provided for in Borough Code § 1171(d). This action should begin with one appointment during our March 15, 2022, meeting.

Below I have listed issues concerning the current Civil Service Commission. Addressing the listed issues starts with our appointing alternate members to the Commission.

Thank you, for your attention to this issue.

### **Issues**

1. The Carroll Valley Civil Service Commission (Commission) did not reorganize on the first Monday of 2022 as required by § 1174(a) **General rule**, of the Pennsylvania Consolidated Statutes (2018 Edition), Title 8, Boroughs and Incorporated Towns (Borough Code).
2. The Commission attempted to reorganize on February 7, 2022, but could not meet due to a lack of a 3 member quorum as required by Borough Code § 1174(b) **Quorum**.
3. The Commission has no alternate members as authorized by Borough Code § 1171(d) **Alternate members**. Section 1171(d)(1) provides that “Council may appoint no more than three qualified electors of the borough to serve as alternate members of the Commission.”

4. There are no Commission meetings on the Carroll Valley Borough Calendar. The Commission: a) performs an essential governmental function, b) exercises governmental authority through the joint action of its members, and c) takes official action. Accordingly, the Commission is subject to the Sunshine Act. The Sunshine Act insures citizen rights to notice of, and attendance at, all meetings where Commission business is discussed or acted upon; except as exempted or excluded by Statute. Exemptions can be found in the Sunshine Act §§ 707, 708, and 712 and Borough Code § 1183(b)(3) and §1191(b) and (d).
5. On January 11, 2022, the Borough Council (Council) reappointed Commission member Kevin Koons to a 6-year term ending February 7, 2028. Commission member Koons has not been sworn in as required per Borough Code § 1171(e) **Oath or affirmation of office**.
6. Council has not been receiving annual reports describing the work of the Commission during the year, as required by Borough Code § 1180 **Annual report. Section 1180** also provides that the annual reports “shall be available for public inspection.



FOR YOUR INFORMATION

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**Municipal Services Report  
February  
2022**

**Road Work: 133 Man-Hours**

- Road work performed in February included:
  - Hauling and mixing Anti-skid and salt
  - Removed fallen trees and debris from roadways and ditch lines. Trees were down due to overnight windstorm on 2-17-22
  - Roads were pretreated on 2-4-22 in anticipation of an overnight snow event.
  - Roads plowed and treated with anti-skid/salt on 2-13-22
  - Plowing and treating roadways on 2-14-22
  - Pretreated roadways on 2-24-22 in preparation for an overnight ice event which also brought down 7 trees throughout the borough. Those trees were cut and removed from the roadways throughout the day of 2-25-22

**Equipment Maintenance and Repair: 363 Man-Hours**

- Municipal Services/Parks/Zoning/STP Departments:
  - Replaced Hydraulic hose on the spreader of MS3(2010 F-550 Dump truck)
  - Performed preventative maintenance service on MS4 (2001 Chevy Bucket truck)
  - Removed plow and chains from MS1 (2021 Mack S/A Dump truck) this was to transport for an annual inspection. Plow and chains reinstalled when truck was returned from inspection.
  - All plow trucks were washed. Dump bodies and spreader components were rinsed to remove salt residue.
  - EQMS3(2004 Caterpillar loader) was stripped of all tools and borough property prior to its pick-up on 2-28-22.
  - The new Volvo loader that replaced the 2004 Caterpillar loader was delivered to the Ranch Trail Municipal Services facility
  - Training was given to all MS employees and operations of the new machine were explained and demonstrated
  
- Police Department: 7 man-hours
  - Transported PL21(2014 unmarked Charger) to and from repair shop for axle boot repair
  - Transported PL22(2017 marked Charger) to and from repair shop for axle boot repair

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

**Parks and Property Maintenance: 316 Man-Hours**

- Carroll Commons Park
  - Clean and sanitize playground equipment
  - Removed colored Holiday lights from tree outside office area
  - Cleaned all light covers in the borough office facility
  - A new Park Bench was installed along the walking path

- The water line serving the pavilion was excavated and rerouted prior to the addition being constructed. A new shut off valve was also installed in the new water line.
  - In preparation of new underground electric service being installed at the Cortner Pavilion, the parking area was cut to excavate the trench.
  - Old concrete and foundation material from the renovations to the Cortner pavilion were hauled away from the construction area
  - Lake Carroll water level was lowered for a more detailed inspection of spillway to get estimates for repairs. The spillway was then cleaned of leaves and sediment to be inspected.
- Ranch Trail Park
    - Routine maintenance included trash removal
    - Clean and sanitize playground equipment
    - Removed 2 trees from the park that were uprooted from the wind
- Lake Kay Mini Park
    - Routine Maintenance consisted of trash collection
- Municipal Services Facilities
    - New beams and rafters were installed in the Barn at the RT116 and RT16 property and new metal roofing was installed on the roof
    - Shop floors at the Ranch Trail facility were pressure cleaned, degreased, and mopped

**Miscellaneous, Admin and Training: 25 Man-Hours**

- Staff Meetings
- Met with contractors regarding pavilion renovations
- Met with a representative to inspect and quote repairs needed on the spillway of Lake Carroll
- All employees met with Kampstra to learn about the new savings and investment plan
- One employee attended training class to renew his pesticide license

**Sewer Treatment Plant: 14 Man-Hours**

- MS employees performed daily requirements at the Wastewater treatment plant several days this month.

**Paid Time Off: 68 Man-Hours**

**Holiday pay (Presidents Day): 48 Man-Hours**

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

Hours/Mileage Feb. 2022	Vehicle ID/ Equipment ID	Description	Beginning Miles/ Hours	Ending Miles/Hours	Total Miles/Hours
	MS1	2021 Mack Granite	1179	1207	28
	MS2	2000 Ford F-350	153539	153872	333
	MS3	2010 Ford F550 D/T	46385	46772	387
	MS4	2001 Chevy B/T	81465	81516	51
	MS5	2007 Freightliner Sweeper Truck	15314	15314	0
	MS6	2012 INT 7400 D/T	12688	12688	0
	MS7	1999 Int 5000 D/T	118616	118759	143
	MS8	2015 Mack Granite	12678	12678	0
	MS10	2012 Ford F550 D/T	73534	73954	420
	MS 11	2016 Ford F550 D/t	32614	33174	560
	Total Mileage for February				
	EQMS2	2006 Bobcat Skid loader	769	777	8
	EQMS3	2004 CAT IT 14G loader	4318	4324	6
	EQMS4	580 John Deere 570B Grader	735	735	0
	EQMS5	6310 John Deere Boom Mower	1188.7	1188.7	0
	EQMS6	Bandit Brush Chipper	315.7	315.7	0
	EQMS10	2019 JCB Backhoe	894.2	932	37.8
	EQPK1	2015 Scag Mower	1030	1030	0
	EQPK3	301A John Deere tractor	Hour meter inoperable		
	EQPK 6	2018 Simplicity mower	297	297	0
	Total Equipment hours				
					51.8

Traded for New Volvo Loader