

President Robert Smith called the February 6, 2024 regular council meeting of the Biglerville Borough Council to order at 7:00 p.m.

The following Council members were present: Robert Smith, John Angstadt, Neil Ecker, Janet L. Gliem, Robert Pantaleo, Robert E. Guise, Melinda Warren-Elnaggar, and Mayor Phil Wagner.

The following Authority members were present: Michael Landis, Erik Vranich, Fred Nelson, Phil Wagner, and Nicole Redden phoned in.

The following guests were present: Debra Nicastro; Kim Laughman; Miguel Calderon; Chris MacBeth, Biglerville Fire Dept.; Abby Avery, ACSPCA; Stephanie Baum, Forever Love Rescue; Bob Sharrah, Sharrah Design Group; Doug Hays, Water Operator; Chief Craig Hartley; Kelly Starnier, Office Assistant

PANTALEO MADE A MOTION TO APPROVE JANUARY 2, 2024 REGULAR MEETING MINUTES. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

OPPORTUNITY FOR CITIZENS TO BE HEARD:

- Debra Nicastro made a recommendation to council asking them to consider having snow removed from the ends of driveways of handicap residents after the snow plows pass by for the handicap residents in the Borough who have a hard time shoveling snow. She added that residents would need to provide handicap placards proving that they are handicap through the state. Nicastro suggested that the resident could then place a stake or flag by the driveway so the snow plow driver would identify and know which driveway they would need to go back and clear the snow from. She added that the driveways should be clear of snow in case of an emergency.
- Kim Laughman along with her neighbor Miguel Calderon spoke in regards to the frequent floods from the stream that runs through their properties. They are experiencing rapid erosion on their properties. Their properties are meeting a point of a controlled runoff stream and uncontrolled downhill flood that clash on our backyards causing rapid erosion. Kim advised that they reached out to the Adams County Conservation District for assistance and with their help, they will be applying for a grant through the Fish and Boat Commission to help mitigate the erosion of there streambanks. They are asking the Borough for help in addressing the uncontrolled portion of this issue. They plan to move forward with the project in their backyards with the Conservation District which will help slow the erosion they are currently experiencing. The Conservation District will apply for the grant for them this fall and are hoping to achieve this project in Summer of 2025. The representative from the Conversation District if confident he can secure a grant that would cover the cost of this project on behalf of the Borough. He is happy to speak with the Borough to come up with a plan to fix the properties and aid in the Borough's runoff problem. They would like to work with the Borough to solve this problem together as a community with as little cost to anyone as possible.
- Chris Macbeth advised council that Adams County is installing a new CAD system. With that they are changing the box alarm cards. He advised that CAD should have the new system up and running in April. He provided Council with a copy of the changes. Council approved the changes and the form was signed by three council members.

- Abby Avery Director of the ACSPCA and Stephanie Baum from Forever Love Rescue addressed council regarding the feral cats that are in the borough. They explained the trap, neuter, and release program that the ACSPCA provides to Adams County residents. The SPCA will spay or neuter the cats, provide rabies and distemper vaccination and ear tip the cats. This service does require an appointment Avery advised. Avery also stated that the ACSPCA rents live traps for \$5 a week. Avery and Baum think that this will help fix the stray cat problem in our Borough. Avery and Baum asked us to advertise to the community about this free service.

Kim Laughman, Miguel Calderon, Chris Macbeth, Abby Avery, and Stephanie Baum exited

AUTHORITY: Redden reported

- Redden requested a motion for the Gettysburg Northern Railroad invoice for the sewer pipe maintenance and use of one 8" sewer pipeline that runs under the railroad tracks E of Hanover Street.

REDDEN MADE A MOTION TO APPROVE THE INVOICE FROM GETTYSBURG & NORTHERN RAILROAD FOR THE BOROUGH TO MAINTAIN AND USE OF ONE 8" SEWER PIPELINE THAT RUNS UNDER THE RAILROAD TRACKS SOUTH OF E HANOVER ST IN THE AMOUNT OF \$107.25. VRANICH SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Redden advised that the H2O PA and Small Water and Sewer grant agreement needs to be signed by Michael Landis and herself and would like an authority member to make a motion for the required signatures. The amount awarded to the Authority was \$49,725.

WAGNER MADE A MOTION TO AUTHORIZE NICOLE REDDEN AND MICHAEL LANDIS TO SIGN THE H2O PA AND SMALL WATER AND SEWER GRANT AGREEMENT THAT WAS AWARDED TO THE AUTHORITY IN THE AMOUNT OF \$49,725. VRANICH SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PLANNING COMMITTEE: Angstadt advised on

- Angstadt advised council that Canner Storage would like an extension for their land development plan. Angstadt asked Bob Sharrah for comment. Sharrah reported that they are requesting an extension for Canner Storage extending it to 5/31/2024. Bob also stated that KPI emailed a subdivision & land development plan review. They are waiting on DEP.

ANGSTADT MADE A MOTION TO APPROVE THE EXTENSION REQUEST FOR CANNER STORAGE EXTENDING TO 5/31/2024. SECONDED BY GLIEM. MOTION WAS CARRIED UNANIMOUSLY.

SEWER COMMITTEE: Gliem advised on

- Gliem read the January sewer report.
 - Treated total 13,139,000 gallons
 - Average per day 424,000 gallons
 - Weekly BOD, CBOD, Phosphorus, Ammonia Nitrogen, TSS, & Fecal Coliform samples
 - Weekly nitrate-nitrite & total nitrogen samples
 - Monthly Copper & Final Hardness samples
 - We had issues with the aeration system for tank #1 at the STP. Found it to be water inside the air piping. We were able to pump the water out, and get it back online.

Kevin Bollinger
Water/Sewer Operator

- Gliem advised that we received an updated quote from Aqua Aerobic Systems in the amount of \$55,749 that is being covered by the grant in the amount of \$49,725 for the touchscreen for the control panel upgrade at the sewer plant.

GLIEM MADE A MOTION TO APPROVE THE QUOTE AND PURCHASE OF THE TOUCHSCREEN FOR THE CONTROL PANEL UPGRADE PACKAGE AT THE STP IN THE AMOUNT OF \$55,749. SECONDED BY ELNAGGAR. MOTION WAS CARRIED UNANIMOUSLY.

GLIEM MADE A MOTION TO AUTHORIZE KPI TO PUT TOGETHER THE 2023 CHAPTER 94 REPORT. SECONDED BY ANGSTADT. MOTION CARRIED UNANIMOUSLY.

Bob Sharrah exited

GLIEM MADE A MOTION AUTHORIZING NICOLE REDDEN, CHAIR OF THE AUTHORITY AND MICHAEL LANDIS TO SIGN THE H2O PA AND SMALL WATER AND SEWER GRANT AGREEMENT THAT WAS AWARDED TO THE AUTHORITY IN THE AMOUNT OF \$49,725. SECONDED BY ELNAGGAR. MOTION CARRIED UNANIMOUSLY.

- Gliem also mentioned that Knouse Foods reached out to the Borough to arrange for the samples to be collected at the boiler. This is where they want to put the boiler water into our sewer system. The samples need to be taken while Kevin is present. Shaffer advised that she received an email about collecting the samples but we have not heard back from Zack's email that he sent responding to the initial email sent regarding collecting the samples. Hays mentioned that they would need to take the samples to LABS which is who the Borough uses.

WATER COMMITTEE: Ecker read the water report

In January, our water system pumped a total of 2,545,000 gallons averaging 82,097 gal/day. That's a 1.9 % decrease from December 2023 and a 24.9 % decrease from January 2023.

January's bacteria samples were taken on the 4th at 110 South Main Street. (7-11 store), 374 Heidlersburg Road (G.V.M.), and 33 Musselman Ave. (boro office).

Some new testing started this year (PFAS) quarterly for the first year. They want entry point samples from all wells. Well #5 was done on 9th, Well #7 was done on the 16th and Well #6 on the 23rd of January.

In January we had one final water meter reading, 55 Clearview Lane.

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On the 22nd, Doug completed the annual 2023 Source Water Update. Kelly sent the update to all committee members. We still need a committee chairman. Anyone interested?

On the 23rd, Doug completed the Act 110 Annual Water Report.

On January 31st Chamberlin & Wingert repaired a leaking three-inch water main at 124 South Main Street. In February 2023, we dug a dry hole hunting this water leak. What we found was a leaking bell joint. This leak did not come to the surface.

We need to take our Army Generator to GenServe Generator Service in Lebanon Pa. The generator is not generating. Doug needs councils' approval to get it repaired.

Eric Baker was working on the antiskid spreader for the 2000 Ford 450 dump truck. He found the auger is rusted in half. Eric got a list of part we would need to get it useable from E.M. Kutz in Reading. We could make the repairs for a little less than \$1,000. The parts list is attached. What does the council want to do?

Water /Wastewater Operator
Doug Hays

- Ecker asked Hays about the Generator and Hays advised that Baker and Hays took the generator to Lebanon for repairs. Ecker advised that depending on what is wrong with it we may need to do a straw vote for approval to repair it if the cost is going to be over \$500.
- Ecker asked Hays about the E.M. Kutz quote for the auger of the antiskid spreader. Hays mentioned that the auger is rusted in half. They also came with the parts lists they would need to get the auger usable. Ecker mentioned to add this to the March agenda.

PROPERTY/HIGHWAY COMMITTEE: Guise reported on below:

GUISE MADE A MOTION TO APPROVE THE STRAW VOTE ON SENDING AN EMAIL TO MICHAEL OLINGER FOR A MUTUAL SEPARATION OF THE SNOW PLOW CONTRACT. SECONDED BY GLIEM. MOTION CARRIED UNANIMOUSLY.

- Guise advised that the Gettysburg Borough has agreed to sweep the streets again this year They submitted a quote for \$3300.

GUISE MADE A MOTION TO ACCEPT THE QUOTE FROM GETTYSBURG BOROUGH FOR \$3300 TO PERFORM THE STREET SWEEPING. SECONDED BY GLIEM. MOTION CARRIED UNANIMOUSLY.

FINANCE/PERSONNEL COMMITTEE: Smith reported on

- Smith, chair called for an executive session at 8:05 P.M.
- Exited executive session at 8:25 P.M.
- Smith advised that we need to renew the Rave alert notification subscription. The renewal expires March 1st. He stated he thinks the Borough should renew for 3 years and the amount for 3 years is \$3,825 or \$1250 per year.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, TO APPROVE THE RENEWAL OF RAVE ALERT NOTIFICATION SOFTWARE FOR A 3 YEAR SUBSCRIPTION FOR \$3,825. SECONDED BY GLIEM. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, FOR THE EXONARATION OF 2023 REAL ESTATE, PER CAPITA, AND OCCUPANCY TAXES FOR BETH CORSON IN THE AMOUNT OF \$8,798.56 SECONDED BY ECKER. MOTION CARRIED UNANIMOUSLY.

SAFETY COMMITTEE: Pantaleo stated he had no questions on the police report. See below report

- Chief Hartley advised that Drug Take Back is scheduled for April 27th from 10-2 at the Biglerville Fire Hall.

**BIGLERVILLE POLICE DEPARTMENT
MONTHLY ACTIVITIES REPORT FOR
(January 2024)**

34	COMPLAINTS OR SERVICE CALLS	35	TRAFFIC STOPS		
45	TOTAL ARREST	37	TRAFFIC	8	CRIMINAL
3	INVESTIGATIONS	15	WARNINGS	5	PSP HANDLED CALLS
1042	TOTAL MILES TRAVELED	336.7	TOTAL HOURS WORKED		
171.75	Hartley	165	David		

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
11- Follow up Investigations	11 – Maximum Speed Limits	3 – Harassment
3 - Assist PD	7 - Snow Emergency Parking	2 – Simple Assault
2 – Ordinance Violations	5 – Expired Registrations	2 – DUI
1 – Suspicious Activity	5 – Expired Inspections	1 – Tobacco Violation
1 – Civil Issue	2 – Drivers Req. to b Licensed	
1 – 911 Hang up	1 – Driving Vehicle at Safe Speed	
1 – Abandon vehicle	1 – Suspended Registration	
1 – Assist EMS	1 – Req. Financial Responsibility	
1 – Meeting	1 – Restriction on Alcoholic Bev	
1 – County Court	1 – Red Light	
1 – Disabled Vehicle in Traffic	1 – Permitting Violation of Title	
1 – DUI	1 – Careless Driving	
1 – Found Property		
1 – Harassment		
1 – House Check		
1 – Parking Complaint		
1 – Reckless Driver		
1 – Non-Reportable Vehicle Crash		
1 – Threats (non-active)		
1 – Warrant Service		
1 – Tobacco Violation		

TYPE OF INVESTIGATIONS:

1	Simple Assaults
1	DUI
1	Tobacco Violation

STATUS OF INVESTIGATIONS FOR 2023

<u>3</u>	CLOSED ARREST
<u>0</u>	UNDER INVESTIGATION
<u>0</u>	CLOSED UNSOLVED
<u>0</u>	CLOSED UNFOUNDED
<u>0</u>	REFER TO OTHER AGENCY
<u>0</u>	CLOSED IN HOUSE

REPORTING OFFICER: CHIEF Craig A. Hartley

ORDINANCE COMMITTEE: Elnaggar reported

- Nothing to report on the Backflow ordinance
- Melinda advised on the parking ordinance; she reviewed the parking ordinances for the other municipalities and she is looking into different things and to make some changes.

CODE/ZONING ENFORCEMENT REPORT: See attached report.

- Smith reported that the update at 36 N Main Street is 80% of the abatement is complete.

**BIGLERVILLE ZONING/CODE ENFORCEMENT
MONTHLY ACTIVITIES REPORT FOR
(January 2024)**

COMPLAINTS

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE
	134 N Main St	Generator		1/26
	35 E York St	Occupancy		1/25
	35 A E York St	Occupancy		1/25
	33 Ridge Ave	Occupancy		1/11
	19 Ridge Ave	Fence		2/1
	128 Fourth St	Shed addition		2/1

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	63 Fourth St	Junk and debris 63 Fourth St		Council issued 6-month extension.
	208 E York St	Junk and debris		Sent notice Not cleaned up / Issuing citation
	73 S Main St	Junk and debris		Sent notice Not cleaned up / Issuing citation
	36 N Main St 90-day deadline is 10/12/23 Demo permits were issued. Met with contractor. He indicated that the owner is not returning his calls. He cannot start until the asbestos is removed. Owner has 180 days to start, then the permit is voided.	Condemned building		Council issued 90 day extension. Demo permit issued.

Signed By:

Rayne Smith

Zoning/Code Enforcement Officer

MAYOR: Mayor Phil Wagner announced the following:

- The clock on the square is working, the lights work. It needs a little more work done to it.
- Mayor advised that he will be attending a meeting on 2/28/24 at 9AM at the Thomas Bros. Country store to get an update on what is going on. Interfaith Housing advised Mayor that there is no contract in place to begin renting the apartments.

OLD BUSINESS:

- Adams County COG meeting minutes were provided.

NEW BUSINESS:

- Ecker thanked everyone for all the help and support during his 12 years as President of council. He will help Rob Smith with the transition to President. Ecker said it was a great experience as President.

A MOTION WAS MADE BY GUISE AND SECONDED BY PANTALEO TO PAY THE BILLS AND ADJOURN THE MEETING AT 8:55 p.m. MOTION CARRIED UNANIMOUSLY.

ACCOUNT TITLE:	GENERAL ACNB FUND with PLGIT	SEWER ACNB FUND with PLGIT	WATER ACNB FUND with PLGIT
BAL BRO FWD	\$64,100.82	\$50,010.15	\$14,120.20
DEPOSITS	\$75,662.58	\$49,916.60	\$52,640.43
SUB TOTALS	\$139,763.40	\$99,926.75	\$66,760.63
BILLS	\$69,204.44	\$54,295.95	\$39,812.54
TOTALS	\$70,558.96	\$45,630.80	\$26,948.09
PLGIT TRUST TITLE:	\$589,283.67 SPECIAL PLGIT HIGHWAY TRUST FUND	\$430,845.73 CAPITAL RESERVE PLGIT TRUST FUND	\$56,687.97 PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$103,841.28	\$244,089.27	\$254.68
DEPOSITS	\$464.95	\$1,142.91	\$1.11
SUB TOTALS	\$104,306.23	\$245,232.18	\$255.79
BILLS	\$9,150.00	0	0
TOTAL TRUST (ONLY PLGIT)	\$95,156.23	\$245,232.18	\$255.79
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)
BAL BRO FWD	\$2,666.42	\$13,278.62	\$8,550.96
DEPOSITS	\$68,313.48	\$5,542.12	\$7266.04
SUB TOTAL	\$70,979.90	\$18,820.74	\$15,817.00
BILLS	\$51,024.13	\$5,541.72	\$7,266.04
TOTALS	\$19,955.77	\$13,279.02	\$8,550.96

Signed,

Kelly L Shaffer
Secretary/Treasurer