

Council President Robert Smith called the September 3, 2024 regularly scheduled council meeting of the Biglerville Borough Council to order at 7:00 p.m. with the following in attendance:

Borough Council Members Present - Robert Smith, John Angstadt, Janet L. Gliem, Melinda Warren-Elnaggar (Phoned In), Robert E. Guise, Neil Ecker, and Robert Pantaleo

Mayor Phil Wagner Absent

Borough Employees Present – Kevin Bollinger; Sewer Operator, Police Chief Craig Hartley, Kelly Shaffer; Secretary/Treasurer, Eric Baker; Maintenance

Following guests Present – Craig Zack; KPI Technology, Bernard Yannetti; Hartman and Yannetti, Chris MacBeth; Biglerville Fire Department, Scott Longstreth; Sharrah Design Group, Claudio Monteleone, Deana Duvall; Adams County office of Planning, Sarah Smith, Nicolette Armetta, Riley Gerbereux, Ella Prieto

**PLEDGE OF ALLEGIANCE:** President Robert Smith led those present in the Pledge of Allegiance.

**ANGSTASDT MADE A MOTION TO APPROVE AUGUST 6, 2024 REGULAR MEETING MINUTES. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**OPPORTUNITY FOR CITIZENS TO BE HEARD:**

- Scott Longstreth along with Claudio Monteleone addressed council about fifteen sewer EDUs being requested for a mobile home community in Butler Township along Table Rock Road. Gliem advised Butler Township will have to request the sewer EDUs. Craig Zack, KPI Technology advised a letter from Butler Township is required as well as a feasibility study. Once the feasible study is complete the Butler agreement will need amended.
- Deana Duvall from Adams County Office of Planning updated Council on the CDBG funds the Biglerville Borough is due to receive for the East York Street Water Project. Duvall is awaiting approval from DCED and subrecipient agreements need to be executed before the Borough can move forward with the project. Duvall asked PennDOT to wait for the project to be completed before they repave East York Street.
- Chris MacBeth, Fire Chief at Biglerville Fire Department attended the meeting to discuss the 2025 budget for the fire department. MacBeth advised that they are looking to apply for a grant to update their portable lights.

**ORDINANCE COMMITTEE:** Elnaggar reported on:

- Elnaggar asked council if they want to move forward with the draft solar farm ordinance or review the ordinance from Butler Township and Arendtsville Borough. Gliem stated she would like to review the ordinance from Butler Township and Arendtsville Borough before a decision is made. Council agreed to review their ordinance before moving forward with a decision.

**PLANNING COMMITTEE:** Angstadt had nothing to report.

**SEWER COMMITTEE:** Gliem reported on:

- Gliem read the August sewer report.
  - Treated total 8,062,000 gallons
  - Average per day 260,000 gallons
  - Weekly BOD, CBOD, Phosphorus, Ammonia Nitrogen, TSS, & Fecal Coliform samples
  - Weekly nitrate-nitrite & total nitrogen samples
  - Monthly Copper & Final Hardness samples
  - We had Envirep here on the 13<sup>th</sup> to replace wear plates and impellers on the raw pumps.

- We televised the sewer lateral for 98 N. Main St.

- We found a leak on the water line for the STP. The problem was between the well and the lower building. We had Chamberlain & Wingert here to dig it up, and we got it repaired the same day.

- Ross Industrial got us pricing for some actuators for the STP. We can no longer just buy the motors; we have to buy the whole actuator with motor. After we buy the new actuators, we can then buy just the motors in the future, because of a change in design. I would like council's permission to purchase 1 air valve actuator for \$2880 and a decant valve actuator for \$3312 out of 2024's budget, and then 2 spare motors at \$1393 each for the 2025 budget.

Kevin Bollinger  
Water/Sewer Operator

- Gliem asked Bollinger where he was with research on the I&I pinpointing for infiltration. Bollinger advised he spoke with two companies who offer devices to read the volume of water in the sewer lines. Gliem asked Bollinger if we want to include this with the 2025 budget. Bollinger will add to sewer wish list.

**WATER COMMITTEE: Ecker reported on:**

- Ecker read the August water report

In August, our water system pumped a total of 2,499,000 gallons averaging 80,613 gal/day. That is a 0.8 % decrease from July 2024 and a 1.5 % decrease from August 2023.

August's bacteria samples were taken on the 6<sup>th</sup> at 366 Arendtsville Road (Nutrien), 110 South Main Street (7-11 store), 38 West York Street (Adams County Surplus).

In August had three final water meter readings, 103 East York Street, and 14-22 South Main Street.

Water /Wastewater Operator  
Doug Hays

**PROPERTY/HIGHWAY COMMITTEE: Guise reported on:**

- Guise asked council if they wanted to use salt and antiskid or just salt. Council decided to use salt until lower temperatures and mix antiskid with the salt for added traction.
- Guise advised we will need to have covering for the salt and antiskid. Guise asked Shaffer to get pricing on the concrete blocks and a hoop building for cover.
- Guise advised that the Borough received three quotes for the blacktop pad for the salt and antiskid storage shed. Council reviewed quotes.

**GUISE MADE A MOTION TO APPROVE THE QUOTE FROM THOMAS WELLS INC. IN THE AMOUNT OF \$6,980.00 TO PAVE A 26' BY 46' PAD FOR SALT AND ANTISKID STORAGE. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

- Guise asked Hartley how he is planning to make sure the snowplow drivers know where to plow. Hartley advised a meeting will be held with him and all the snowplow drivers to go over any information they need to know.
- Guise advised council the snowplow drivers will be plowing the Borough streets, Borough alleys, Sewer Treatment Plant, Borough wells, and Borough office.
- Guise advised council that eight people have enlisted to plow for the Borough as part time seasonal employees.

**GUISE MADE A MOTION TO ACCEPT THE SNOWPLOW DRIVERS ON THE LIST. ANGSTADT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**FINANCE/PERSONNEL COMMITTEE:** Smith reported on:

- Smith, chair of Finance and Personnel called for executive session at 8:17 p.m.
- Exited executive session at 9:30 p.m.

**SMITH, CHAIR OF FINANCE AND PERSONNEL, MADE A MOTION TO ACCEPT MMO'S FOR 2023 PMRS PENSION AMOUNTS FOR POLICE, \$9,847 NON-UNIFORM, \$19,707 AND NON-UNIFORM \$60 CASH ACCOUNTS. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**SMITH, CHAIR OF FINANCE AND PERSONNEL, MADE A MOTION TO PAY INVOICE FROM C.E. WILLIAMS FOR THE PAVING JOB ON CEMETARY ROAD IN THE AMOUNT OF \$9,850.00. PAY THE AMOUNT FROM THE LIQUID FUEL ACCOUNT. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

- Smith advised council that council needs to appoint someone as vacancy chair.

**SMITH, CHAIR OF FINANCE AND PERSONNEL, MADE A MOTION TO PAY PART TIME SNOWPLOW DRIVERS/OPERATORS AT A RATE OF \$60 PER HOUR ONLY FOR SNOWPLOWING AND SNOW REMOVAL. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**SMITH, CHAIR OF FINANCE AND PERSONNEL, MADE A MOTION TO ACCEPT THE STRAW VOTE THAT WAS TAKEN ON MONDAY 8/26/2024 FOR THE PURCHASE OF THE SALT DOGG SALT SPREADER ON MUNICIBID IN THE AMOUNT OF \$3,754. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**SMITH, CHAIR OF FINANCE AND PERSONNEL, MADE A MOTION TO PAY BENDERSVILLE BOROUGH FROM HIGHWAY LIQUID FUEL ACCOUNT FOR THE PURCHASE OF THE SALT DOGG SALT SPREADER ON MUNICIBID. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**SAFETY COMMITTEE:** Pantaleo had nothing to report.

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

51	COMPLAINTS OR SERVICE CALLS	92	TRAFFIC STOPS		
52	TOTAL ARREST	52	TRAFFIC	0	CRIMINAL CHARGES
1	INVESTIGATIONS	55	WARNINGS	?	PSP HANDLED CALLS
1271	TOTAL MILES TRAVELED	333	TOTAL HOURS WORKED		
184	Hartley	149	David		

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
9 – Follow Investigations	38 – Max Speed	0 - August
6 – Meetings	6 – Expired Inspection	
4 – Assist EMS	5 – Expired Registration	
3 – Building Checks	2 – Driving Under Suspension	
3 – Noise Disturbances	1 – Drivers Required to be Lic.	
3 – Suspicious Activity		
3 – Court		
3 – Assist Law Enforcement		
2 – Residential Alarms		
2 – Missing Persons		
2 - Thefts		
1 – Criminal Mischief Non-Active		

1 – Assault		
1 – Fight	1-	
1 – Found Property		
1 – Foot Patrol		
1 - Information		
1 – Juvenile Problem		
1 – Ordinance Violation		
1 – Missing/Found Property		
1 – Reckless Driver		
1 – Panic Alarm		

**TYPE OF INVESTIGATIONS:**

1	Criminal Mischief

**STATUS OF INVESTIGATIONS FOR 2024**

<u>23</u>	CLOSED ARREST
<u>0</u>	UNDER INVESTIGATION
<u>3</u>	CLOSED UNSOLVED
<u>0</u>	CLOSED UNFOUNDED
<u>1</u>	REFER TO OTHER AGENCY
<u>1</u>	CLOSED IN HOUSE

REPORTING OFFICER: CHIEF Craig A. Hartley

- Hartley advised the Drug Take Back will be held October 26, 2024.

**CODE/ZONING ENFORCEMENT REPORT:** See attached report.

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

**COMPLAINTS**

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

**List of Permits**

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE
	103 E York St	Occupancy		08/14/24

**INVESTIGATIONS/INSPECTIONS**

NAME	ADDRESS	REASON	DATE	OUTCOME
	114 Penn St	Garbage container		Notice sent
	12 E Hanover St	Grass and weeds		Notice sent
	36 N Main St	Demolition / Sent final notice to clean up.		Notice sent Citation issued

	301 E York St	Junk and debris		Notice sent
	17 Fourth St	Junk and debri on porch and front yard		Notice sent

Signed By:

*Wayne Smith*

Zoning/Code Enforcement Officer

**Questions for council:**

- 1) How often do you want citations issued to 36 N. Main Street? (Old Blocher Building lot) One citation has been issued. Do you want them sent weekly, monthly, quarterly?
- 2) 301 E York Street – Letter mailed in regard to the tires stacked outside. Owner contacted the office and said they are installing a new floor and that is why they are sitting outside. Office requested a letter stating this. No letter was received. What do you want me to do?
  - Council decided to issue weekly citation to the property owner of 36 North Main Street until cleanup meets Borough expectations.
  - Council decided to issue a citation to the property owner of 301 East York Street to clean up tires sitting outside on the property.

**MAYOR:** Smith announced the following:

- Apple Harvest is the first two weekends in October 10/5-6 & 10/12-13.
- Trick or Treat will be held 10/31/2024 6 p.m. to 8 p.m.

**OLD BUSINESS:**

- Adams County COG July meeting minutes were provided.

**NEW BUSINESS:**

- America 250 celebration in 2026. Smith advised council there is a committee planning events for the 250<sup>th</sup> Celebration of America and looking for municipalities to join in the yearlong events/festivities. Smith asked council to think about ideas. There is a survey to be completed.

**A MOTION WAS MADE BY GUISE AND SECONDED BY PANTALEO TO PAY THE BILLS AND ADJOURN THE MEETING AT 9:45 p.m. MOTION CARRIED UNANIMOUSLY.**

<b>ACCOUNT TITLE:</b>	<b>GENERAL ACNB FUND with PLGIT</b>	<b>SEWER ACNB FUND with PLGIT</b>	<b>WATER ACNB FUND with PLGIT</b>
BAL BRO FWD	\$128,348.15	\$58,865.52	\$52,152.77
DEPOSITS	\$31,541.36	\$58,115.59	\$47,598.42
SUB TOTALS	\$159,889.51	\$116,981.11	\$99,751.19
BILLS	\$39,030.04	\$37,803.59	\$24,113.47
<b>TOTALS</b>	<b>\$120,859.47</b>	<b>\$79,177.52</b>	<b>\$75,637.72</b>
<b>PLGIT TRUST</b>	<b>\$713,282.76</b>	<b>\$409,193.64</b>	<b>\$33,232.57</b>
<b>TITLE:</b>	<b>SPECIAL PLGIT HIGHWAY TRUST FUND</b>	<b>CAPITAL RESERVE PLGIT TRUST FUND</b>	<b>PUBLIC SAFE POLICE PLGIT TRUST FUND</b>
BAL BRO FWD	\$115,347.15	\$251,915.75	\$262.36
DEPOSITS	\$523.73	\$1,147.93	\$1.13
SUB TOTALS	\$115,870.88	\$253,063.68	\$263.49
BILLS	\$0	\$0	\$0
<b>TOTAL TRUST (ONLY PLGIT)</b>	<b>\$115,870.88</b>	<b>\$253,063.68</b>	<b>\$263.49</b>
<b>ACCOUNT TITLE:</b>	<b>PAYROLL ACNB FUND (No PLGIT)</b>	<b>AUTHORITY ACNB FUND (No PLGIT)</b>	<b>AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)</b>
BAL BRO FWD	\$19,120.39	\$7,738.76	\$4,917.94
DEPOSITS	\$38,912.47	\$5,542.01	\$3,633.02
SUB TOTAL	\$58,032.86	\$13,280.77	\$8,550.96
BILLS	\$55,703.20	\$5,541.72	\$3,633.02
<b>TOTALS</b>	<b>\$2,329.66</b>	<b>\$7,739.05</b>	<b>\$4,917.94</b>

Signed,

Kelly Marie Starner  
Office Assistant