

Council President Robert Smith called the August 6, 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), and Robert E. Guise

Mayor Phil Wagner Present

Borough Employees Present – Doug Hays; Water Operator, Police Chief Craig Hartley, Kelly Marie Starner; Office Assistant

Following guests Present – Tim Knoebel, KPI Technology

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

ANGSTASDT MADE A MOTION TO APPROVE JULY 2, 2024 REGULAR MEETING MINUTES. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PLANNING COMMITTEE: Angstadt reported on:

- Ridge Rentals, Canner Storage Land Development Plan expires on August 30th. He asked Tim from KPI to explain. Tim advised council that Canner Storage is addressing the comments provided to them from KPI and Wayne Smith. They are waiting on approval from PENNDOT. PENNDOT has reviewed the plans and has asked the applicant to evaluate possible relocation of the proposed driveway. County will need to review the revised plan. Tim advised council that they could make a motion to a 90-day extension of the land development plan if they submit an extension letter to the Borough office no later than August 28, 2024 by the end of the business day. Failure to provide the extension letter will result in denial of the plan.

ANGSTADT MADE A MOTION TO APPROVE THE 90-DAY EXTENSION WITH THE TERMS THAT AN EXTENSION LETTER IS PROVIDED TO THE BOROUGH OFFICE BY AUGUST 28TH. FAILURE TO PROVIDE THE EXTENSION LETTER REQUESTING 90 DAYS WOULD RESULT IN DENIAL OF THE PLAN. GUISE SECONDED THE MOTION. MOTION CARREID UNANIMOUSLY.

SEWER COMMITTEE: Gliem reported on:

- Gliem read the June sewer report.

- Treated total 3,495,000 gallons

- Average per day 113,000 gallons

- Weekly BOD, CBOD, Phosphorus, Ammonia Nitrogen, TSS, & Fecal Coliform samples

- Weekly nitrate-nitrite & total nitrogen samples

- Monthly Copper & Final Hardness samples

- We had problems with the decant valve for SBR #1. We replaced the actuator motor to fix the problem. This was the last extra motor we had on the shelf. Ross Industrial is getting us pricing for more.

- We had an issue with tank #2 this month. When the decant would start, it was trying to pull solids. It took 3 days to get the water pumped down far enough to find the problem. We found a rag ball caught in the decant weir. After some planning, Doug, Eric, and I got it back online. Doug can explain.

Kevin Bollinger

Water/Sewer Operator

- Gliem asked Hays about the Decant Valve. Hays stated that the issue was the actuator motor. He mentioned that we cannot get the motor by itself anymore. You can purchase the motor with the actuator. It is a set. Kevin provided the serial number to Ross to obtain a price for the motor and actuator. Waiting to hear back from Ross. **Hays mentioned that we do not have another actuator in stock. Gliem mentioned we should have a backup. Gliem noted that a straw vote can be done for approval of the cost once we obtain the cost.**

GLIEM MADE A MOTION TO PURCHASE A MOTOR/ACTUATOR ASSEMBLY ONCE THE PRICE IS OBTAINED TO HAVE ONE AS A BACKUP. A STRAW VOTE CAN BE TAKEN TO APPROVE THE COST OF THE PART. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Gliem advised that the NPDES Renewal has been compiled by KPI and a draft copy of the application will be provided to Kevin for his final review before submitting to DEP. Tim mentioned that Nicole, Chair of the Authority will need to sign the renewal permit application.

GLIEM MADE A MOTION FOR KPI TO REVIEW AND THE AUTHORIZATION OF SIGNATURE AND SUBMISSION OF THE NPDES PERMIT RENEWAL FOR THE WWTP. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

WATER COMMITTEE: Smith reported on:

- Smith read the June water report

In July, our water system pumped a total of 2,519,000 gallons averaging 81,258 gal/day. That is a 4.8 % decrease from July 2023 and a 3.0 % decrease from June 2024.

July's bacteria samples were taken on the 2nd at 33 Musselman Ave. (Boro office), 110 South Main Street (7-11 store), and 38 West York Street (Adams County Surplus). On the 10th, annual Trihalomethanes (TTHM) and Haloacetic Acids (HAA5) were taken at Biglerville Elementary School, also on the same day 3rd quarter (PFAS) at Well #5. On the 24th Well #6 (PFAS) and on the 31st Well #7 (PFAS) were taken.

On the 8th, Doug and Eric went to E.M. Kutz to pick up the auger and parts for the salt spreader. Eric installed it the next day.

Aero Oil approached us about buying water for the purpose filling swimming pools. Their tanker holds 4,000 gallons. They buy water from New Oxford \$40 to \$50 per truck load. If they are filling a pool in our area, it would more cost effective to buy water local. Doug would like councils' thoughts.

Water /Wastewater Operator
Doug Hays

- Smith asked Hays if the Borough has ever done anything like what Aero Oil has asked the Borough. Hays replied no. Hays said that could set an amount for the tanker to fill up. The fill up would need to be scheduled. Guise mentioned that they would be getting treated water. Gliem asked if the water they receive could be metered. Hays replied to Gliem's question and said no. Hays said that he will contact Terry at Aero Oil asking some further questions.

FINANCE/PERSONNEL COMMITTEE: Smith reported on

- Smith advised council that a motion needs to be made to adopt the municipal plan promulgation and to sign the Adams County Emergency Management Services with the Borough's NAREMA Emergency plan.

SMITH, CHAIR OF FINANCE AND PERSONNEL MADE A MOTION TO ADOPT THE MUNICIPAL PLAN PROMULGATION AND TO SIGN THE ADAMS COUNTY EMERGENCY MANAGEMENT SERVICES WITH THE BOROUGH NAREMA EMERGENCY PLAN. ANGSTADT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Smith advised council that a motion needs to be made to adopt the Borough municipal plan resolution for Adams County emergency management services providing them with the borough's NAREMA emergency plan.

SMITH, CHAIR OF FINANCE AND PERSONNEL MADE A MOTION TO ADOPT THE BOROUGH MUNICIPAL PLAN RESOLUTION FOR ADAMS COUNTY EMERGENCY MANAGEMENT SERVICES PROVIDING THEM WITH THE BOROUGH'S NAREMA EMERGENCY PLAN. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Smith advised that the 2025 budget time is coming up and that council needs to setup the date for the budget workshop and make a motion to advertise the date.

SMITH, CHAIR OF FINANCE AND PERSONNEL MADE A MOTION TO SET THE BUDGET WORKSHOP DATE TO SEPTEMBER 18, 2024 AT 6:00 PM AND TO ADVERTISE THE SET DATE. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Smith advised council that the Borough's Waste Connections contract is set to expire on March 31, 2025 unless we agree to the (1) one year extension with no increase. The Borough will need to provide a letter to Waste Connection letting them know that we want the (1) year extension with no increase. Smith asked council if they are happy with Waste Connections and if we want to go ahead with the extension. Council concurred that Waste Connections is doing a good job and to extend the contract the (1) one year.

SMITH, CHAIR OF FIANCE AND PERSONNEL MADE A MOTION TO SEND A LETTER TO WASTE CONNECTIONS REQUESTING A ONE YEAR EXTENSION UNDER THE SAME TERMS, CONDITIONS AND PRICES FOR THE PERIOD MARCH 31, 2025 THROUGH MARCH 31, 2026. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

SMTIH MADE A MOTION TO APPROVE THE STRAW VOTE TAKEN ON 7/29/2024 FOR PROCEEDING WITH THE ADDITIONAL LICENSE FOR AN EMAIL ADDRES FOR KELLY MARIE WITH MICROSOFT 365, TREYSTA INSTALLED THE ADDRESS. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PROPERTY/HIGHWAY COMMITTEE: Guise reported on:

- Guise advised council that Craig and himself looked at parking options on North and South Main Street. The determined that it would be good to go from Jireh church to the fire house. Hartley stated that he can contact PSATS and they will perform a free study and provide the information to the Borough. Guise asked council if we want to hold off until PennDOT does the paving next year.
- Guise told council that we did not receive any snow plow bids. It looks like the snow plowing will have to be done by the Borough. We will use our own equipment. We should consider putting up temporary bins to hold salt and antiskid. Guise said that we could hire PT Snow Plow drivers to do the snow plowing. We would need to set a wage for snow plowing. Hartly mentioned that one person will need to oversee the snow plowing if it is a council member or an employee, there needs to be a go to person. Council concurred that Hartley could be the roadmaster and oversee the snow plowing.

SAFETY COMMITTEE: Smith had nothing to report.

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

39	COMPLAINTS OR SERVICE CALLS	58	TRAFFIC STOPS		
38	TOTAL ARREST	34	TRAFFIC	4	CRIMINAL CHARGES
3	INVESTIGATIONS	37	WARNINGS	?	PSP HANDLED CALLS
1295	TOTAL MILES TRAVELED	307	TOTAL HOURS WORKED		
157	Hartley	150	David		

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
9 – Follow up investigations	22 – Max Speed	1 – Endangering Welfare of a Child

3 - Assist Law Enforcement.	4 – Expired Inspection	1 – Simple Assault
3 – County Court	3 – Unregistered Vehicle	1 – Drug Possession
3 – Information	2 – Drivers Required to Lic.	1 – Scattering Rubbish
3 – Motor vehicle Crash	2 – Obedience to Traffic Ctr Dev	
2 – Warrant Service	1 – No Insurance	
2 – Welfare Check		
1 – House Check		
1 – 911 Hangup		
1 – Burglar Alarm		
1 – Stray Animal		
1 – Assist EMS		
1 – Building Check		
1 – Meeting		
1 – Disabled Vehicle in Traffic		
1 – Harassment Not Active		
1 – Overdose		
1 – Ordinance Violation		
1 – Suspicious Activity in Progress		
1 – Suspicious Activity – Non-Active		
1 - Theft		

TYPE OF INVESTIGATIONS:

1	Endangering the Welfare of a Child / Simple Assault
1	Drug Possession / Scattering Rubbish

STATUS OF INVESTIGATIONS FOR 2024

<u>23</u>	CLOSED ARREST
<u>0</u>	UNDER INVESTIGATION
<u>2</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 had nothing to report.

ORDINANCE COMMITTEE: Elnaggar reported on:

- Elnaggar asked council where they think the solar farms would go in the Borough that we need to have the ordinance. Elnaggar explained that there is draft ordinance. Council named off several possibilities where the solar farms could go in the Borough. Guise advised that the council needs to get something in place before someone wants to do something. Guise stated that if they sell electric, it is a farm. Angstadt said that the ordinance should include limitations and where the solar farm can go in the Borough. Gliem said that it needs to get done and we should send the draft ordinance to Bernie for his review and suggestions. Council concurred that Bernie should review the draft.

GLIEM MADE A MOTION TO SEND THE DRAFT SOLAR FARM ORDINANCE TO BERNIE FOR HIS REVIEW AND SUGGESTIONS. ANGSTADT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

CODE/ZONING ENFORCEMENT REPORT: See attached report.

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

COMPLAINTS

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE
	22 S Main St	Occupancy		07/30/24
	22 S Main St Apt #14	Occupancy		07/30/24
	22 S Main St Apt #16	Occupancy		07/30/24
	22 S Main St Apt #18	Occupancy		07/30/24
	22 S Main St Apt #20	Occupancy		07/30/24
	53 Hanover St / Office and Lab	Occupancy		07/30/24
	129 East York St	Occupancy		07/30/24
	161 Hanover St	Occupancy		07/30/24
	105 Hanover St	Occupancy		07/30/24

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	301 E York St	Tires/ sent notice		Tires were removed
	49 Penn St	Grass and weeds		Notice sent
	36 N Main St	Demolition / Sent final notice to clean up.		Notice sent
	17 Fourth St	Junk and debri on porch and front yard		Notice sent

Signed By:

Wayne Smith
Zoning/Code Enforcement Officer

MAYOR: Mayor Phil Wagner announced the following:

- South Mountain Fair went very well. There was no rain and a good turnout.
- Community Outreach Day will be held on Saturday August 31st at the Fire Hall from 9am – 3pm
- September 11-14 is Fall Fest at the Fire Hall.

OLD BUSINESS:

- Adams County COG June meeting minutes were provided.

NEW BUSINESS: None

A MOTION WAS MADE BY GUISE AND SECONDED BY GLIEM TO PAY THE BILLS AND ADJOURN THE MEETING AT 8:35 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	\$302,376.60	\$55,743.30	\$49,683.21
DEPOSITS	\$25,330.51	\$45,769.67	\$34,828.79
SUB TOTALS	\$327,707.11	\$101,512.97	\$84,512.00
BILLS	\$199,737.33	\$42,806.23	\$32,475.10
TOTALS	\$127,969.78	\$58,706.74	\$52,036.90
PLGIT TRUST	\$710,047.49	\$407,342.90	\$33,081.81
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$114,823.56	\$250,768.90	\$261.23
DEPOSITS	\$523.59	\$1,146.85	\$1.13
SUB TOTALS	\$115,347.15	\$251,915.75	\$262.36
BILLS	\$0	\$0	\$0
TOTAL TRUST (ONLY PLGIT)	\$115,347.15	\$251,915.75	\$262.36
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)
BAL BRO FWD	\$888.22	\$7,738.49	\$4,917.94
DEPOSITS	\$56,431.96	\$5,541.99	\$3,633.02
SUB TOTAL	\$57,320.18	\$13,280.48	\$8,550.96
BILLS	\$38,199.79	\$5,541.72	\$3,633.02
TOTALS	\$19,120.39	\$7,738.76	\$4,917.94

Signed,

Kelly L Shaffer
Secretary/Treasurer