

Council President Rob Smith called the April 7, 2026, 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 -Rob Smith, Janet Gliem, Neil Ecker, Robert E. Guise, Melinda Warren Elnaggar, Tom Kennedy, Natalie Spadacino, and Mayor Phil Wagner

Borough Employees Present – Cole McClain, Water Operator, Police Chief, Craig Hartley.

Authority Members: Chairman, Nicole Redden, Secretary/Treasurer Michael Landis, Erik Vranich, Fred Nelson, and Phil Wagner

Guests: Ryan Picarelli; KPI Technology, Stephanie Helm, Andrew Helm, Brian Bingeman; Turf, Track, and Court, Anthony Graham; UASD.

- **ELNAGGAR MADE A MOTION TO APPROVE THE MARCH 3, 2026, REGULAR MEETING MINUTES, AND GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

BOROUGH ENGINEER REPORT: Ryan Picarelli; KPI reported on the following:

East York Street Updates:

- Guyer Brothers, Inc. has submitted a draft payment request for the release of the remaining retainage for review and approval. This request was reviewed and is recommended to be approved for a total payment amount of \$71,484.60.
- The payment request from Guyer Brothers, Inc. will be sent to Pennvest for the final reimbursement and will effectively begin to close out the project with them.
- It is recommended that the Authority and the Council make motions to approve payment request # 7 (final) payment to Guyer Brothers, Inc. in the amount of \$71,484.60 for the East York Street Water Main Improvements Project. It is also recommended that the Authority and the Council make a motion to approve submission of reimbursement request #8 to Pennvest in the amount of \$71,484.60 for the East York Street Water Main Improvements Project.

PennDOT:

- PennDOT informs us the overlay project on East York Street will be let in the middle of May. As a result, we were coordinating with them to iron out details for any adjustments to water valve boxes and manholes that may be required as a result of their work.
- PennDOT has offered to incorporate the work to make these necessary adjustments to the water valve boxes and manholes encountered throughout the course of the overlay project on East York Street. This will relieve the burden of having the Borough purchasing and installing an unknown amount of materials. The Borough will be responsible for payment of 25% of the labor and materials to perform this task, which should save the Borough money.
- An agreement will need to be authorized and executed by the Authority to enter this cost share with PennDOT. It is recommended that the Authority make a motion approving the signatures of Nicole Redden and Michael Landis on the PennDOT cost share agreement, where PennDOT will pay for 75% of their share for the installation of any risers for the water valve boxes and manholes.

Borough Paving Project:

- KPI continues to assist with the evaluation of options for improvements of Borough roads. Ryan mentioned that Kelly, Keith from AMS, and he did a ride around in the Borough and graded the streets. The streets that had a high score are the ones that need to be prioritized. He mentioned taking care of the ones in good shape to keep them that way. Address the worst streets later. Ryan mentioned that Kelly, Maddie and him applied for a grant through John Joyce's office for the street project. We should know around April 17th if our grant application was chosen to go to Congress for a grant award. Only 20 get passed onto Congress Ryan mentioned.

Chapter 94 report:

- The report was prepared, submitted, and approved by PA DEP. Electronic and hard copies of the report, one for the Borough office and the other for the WWTF, have been provided.
- Make a motion authorizing Nicole Redden to sign the annual Chapter 94 report and authorizing KPI to submit to PA DEP.

Upper Adams Turf Field Project:

- The plan proposes the installation of an artificial turf field; the plans have been reviewed by KPI, and comments have been provided to be addressed. The plans were submitted to Adams County Planning for review and any comments. The County review has not been completed. We recommend that an extension be granted for this project. Brian Bingeman commented on behalf of the company that has designed the turf field that the County has submitted the plans to DEP. The plans should be received by mid-June. He requested an extension for July 30, 2026. Brian mentioned that the buildings that are on the plans are for the future; they will not be a part of this initial project. Brian also asked if the Borough would be willing to waive the required bond by UASD since the contractor performing the work will provide a bond. Council agreed to revisit this when the plans are ready for review.

AUTHORITY: Redden requested the following motions:

- Make a motion authorizing Nicole Redden and Michael Landis to sign the water and sewer utility relocation reimbursement agreements for PennDOT.
 - **WAGNER MADE A MOTION AUTHORIZING NICOLE REDDEN AND MICHAEL LANDIS TO SIGN THE WATER AND SEWER UTILITY RELOCATION REIMBURSEMENT AGREEMENTS FOR PENNDOT. VRANICH SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Make a motion to approve payment request #7 (final) to Guyer Brothers, Inc. in the amount of \$71,484.60 for the East York Street water project.
 - **LANDIS MADE A MOTION APPROVING PAYMENT REQUEST # 7, THE FINAL PAYMENT TO GUYER BROTHERS, INC. IN THE AMOUNT OF \$71,484.60 FOR THE EAST YORK STREET WATER PROJECT. WAGNER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Make a motion to approve the submission of reimbursement request # 8 to Pennvest in the amount of \$71,484.60 for the East York Street water project.
 - **VRANICH MADE A MOTION APPROVING THE SUBMISSION REIMBURSEMENT REQUEST # 8 TO PENNVEST IN THE AMOUNT OF \$71,484.60 FOR THE EAST YORK STREET WATER PROJECT. WAGNER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

PLANNING COMMITTEE: Elnaggar reported on:

- **ELNAGGAR MADE A MOTION TO EXTEND THE UASD TURF FIELD PRELIMINARY/ FINAL SUBDIVISION PLAN. EXTENDING TO JULY 30, 2026. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

WATER COMMITTEE: Ecker reported on:

Ecker read the March water report.

In March, our water system pumped a total of 3,188,000 gallons averaging 102,839 gal/day. That is a 14.5% increase from February 2026 and a 23.5% increase from March 2025.

In March, water meters were read for the 1st quarter. Bacteria samples were collected on the 3rd at 38 W York St (Adams County Rescue), 366 Arendtsville Rd (Nutrien), and 110 South Main St (7-11 store).

The issue with Well 5 tripping and turning off sporadically has been resolved. It was a faulty running capacitor that has since been replaced.

On the 31st, Well 7's VFD was replaced by control systems 21, however after trying to start the well back up it failed due to another ground fault error. It is presumed that when the VFD failed that it took the well pump out with it. Alexander's Well Drilling came out to examine Well 7 to get information to put a quote together on replacing its well pump. The quote has been signed, and we are waiting for Alexander's to schedule a time.

Water Operator
Cole McClain

- **ECKER MADE A MOTION APPROVING PAYMENT REQUEST # 7, THE FINAL PAYMENT TO GUYER BROTHERS, INC. IN THE AMOUNT OF \$71,484.60 FOR THE EAST YORK STREET WATER PROJECT. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- **ECKER MADE A MOTION APPROVING THE SUBMISSION REIMBURSEMENT REQUEST # 8 TO PENNVEST IN THE AMOUNT OF \$71,484.60 FOR THE EAST YORK STREET WATER PROJECT. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

SEWER COMMITTEE: Gliem reported on:
Smith read the March sewer report.

- Treated total 7,399,000 gallons
- Average per day 238,677 gallons
- Weekly BOD, CBOD, Phosphorus, Ammonia Nitrogen, TSS, & Fecal Coliform samples
- Weekly nitrate-nitrite & total nitrogen samples
- Monthly Copper & Zinc & Final Hardness samples
- On the 4th ordered the YSI DO meter for the STP that the council approved.
- On the 23rd Peck's Septic hauled 4 loads of sludge (22,000 gals) from Digester #2.
- On the 31st Peck's Septic hauled 4 loads of sludge (22,000 gals) from Digester #1.

Shawn Decker

Waste Water Operator

FINANCE/PERSONNEL COMMITTEE: Smith Reported on:

- Smith advised that Tom Kennedy has agreed to serve on the NAREMA board. A motion needs to be made to appoint Tom.
 - **ECKER MADE A MOTION APPOINTING TOM KEENDY TO SERVE ON THE NAREMA BOARD FOR BIGLERVILLE BOROUGH. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

PROPERTY/HIGHWAY COMMITTEE: Guise reported on:

- Guise advised that we currently do not have a lawn tractor to mow at the sewer treatment plant or around the Borough. He mentioned that Kelly obtained a quote for a new riding tractor and for a new 48" Husqvarna riding tractor; the cost is \$4,199.00. Kelly found a used one at Messick's in Bendersville with 131 hours on it, it's a 48" Husqvarna that is 3 years old for \$1695. The riding tractor is 3 years old. Shaffer advised that she spoke to Messick's about the used tractor, and they advised that it's in very good condition, it does not come with any warranty. Council concurred to purchase the used tractor at Messick's for \$1695 with the agreement that Guise would go look at and make sure that it's in good condition and operates. Guise mentioned that he would discuss a warranty on the tractor and see if they could provide a 30-day warranty.
 - **GUISE MADE A MOTION TO PURCHASE THE USED HUSQVARNA RIDING LAWN TRACTOR AT MESSICK'S IN BENDERSVILLE FOR \$1,695 AFTER HE LOOKS AT THE TRACTOR AND CONSENTS IT'S IN GOOD CONDITION. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Guise mentioned ordering blue municipal signs to improve visibility and provide clear identification for key Borough facilities, including the borough office, sewer treatment plant, and lift station. The cost for three signs and three posts would be \$285.03.
 - **GUISE MADE A MOTION TO APPROVE THE PURCHASE OF THREE BLUE MUNICIPAL SIGNS FOR THE BOROUGH FACILITIES FOR \$285.03. ELNAGGAR SECONDED THE MOTION.**

SAFETY COMMITTEE: Kennedy had no questions on the March police report and asked the Council if they had any questions.

**BIGLERVILLE POLICE DEPARTMENT
MONTHLY ACTIVITIES REPORT FOR
(March 2026)**

32	COMPLAINTS OR SERVICE CALLS	21	TRAFFIC STOPS		
16	TOTAL ARREST	14	TRAFFIC	2	CRIMINAL CHARGES
1	INVESTIGATIONS	14	WARNINGS	179	Total Hours Worked Hartley
537	Miles Travelled Car 1	725	Miles Travelled Car 2	0	Total Hour Worked David
				22	Total Part Time Hours

TRAFFIC ARRESTS	COMPLAINTS	CRIMINAL ARREST
7 – Max Speeds	8 – Follow ups	1 – Theft by Deception
3 – Expired Registrations	6 – Harassments	1 – Bad check
1 – Expired Inspection	3 – Burglar Alarm	
1 – Accidents Invol Unattended vehicle	3 – County Court	
1 – Careless Driving	2 – Community Meetings	
1 – Stop sign	1 – New / Unknown call	
	1 – Animal Complaint	
	1 – Criminal mischief Not active	
	1 – Fraud	
	1 – Information	
	1 – Suicide Attempt	
	1 – Theft in Progress	
	1 – Traffic hazard	

TYPE OF INVESTIGATIONS:

1	Theft by Deception
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STATUS OF INVESTIGATIONS FOR 2025

9	CLOSED ARREST
0	UNDER INVESTIGATION
1	CLOSED UNSOLVED
0	CLOSED UNFOUNDED
0	REFER TO OTHER AGENCY
0	PROSECUTION DECLINED

REPORTING OFFICER: CHIEF Craig A. Hartley

- Kennedy asked Hartley if he had anything to report. Hartley mentioned that Joe may come back mid-May. Hartley mentioned that he will be included in a mock DUI this Friday at the High School, which is part of preparing the kids for prom. He will also be going to the elementary school on April 24th to allow the elementary school kids to see a police vehicle up close. He stated that the medicine take-back will be on April 25th at the Biglerville Fire Hall.
- Kennedy advised that it's a state requirement for the Borough to have an emergency plan. NAREMA has put one together for us. He advised that we need to make a motion to adopt the plan.
 - **KENNEDY MADE A MOTION TO ADOPT THE NAREMA EMERGENCY PLAN. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Kenndey advised that the UASD was required to update there Memo of Understanding with the Borough police department to include Act 44. He advised that we need to make a motion approving Chief Hartley to sign the MOU.

- **KENNDY MADE A MOTION AUTHORIZING CHIEF HARTLEY TO SIGN THE REVISED UPPER ADAMS SCHOOL DISTRICT MOU. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

ORDINANCE COMMITTEE: Spadacino reported on:

- Spadacino reported that on March 19th her and Kelly attended the workshop on Attainable Housing for Adams County. It was a great networking event with other local council members, town planners, and guest speakers including Orlando Almonty, PA Deputy Secretary for Policy & Planning, Dave Keller, CEO of Luminest, Trent Davis, founder & CEO of Servants, Inc., Robin Fitzpatrick, President of Adams County Economic Alliance, and many others who joined in on the discussion of the urgent needs for affordable housing in Adams County, preferred solutions, and policy & governance. She mentioned that they discussed the need for zoning & land use regulations regarding ADUs and how that could increase affordable housing in our area. Robin from Adams County Economic Alliance went over a newer 0% Interest Home Buyer Loan for those who live and work in PA< along with a \$10,000 grant to help put towards a buyer’s down payment or closing costs. Spadacino mentioned that Servants is a volunteer organization that does no/low cost repairs on homes to modify them for those with disabilities, or to create a safer home, like for those needing wheelchairs or the elderly. There are many opportunities through groups like @Home to assist local governments in creating more options for affordable housing. She mentioned that maybe in the future we could explore some options.

CODE/ZONING ENFORCEMENT: Report is below, Smith asked if anyone had questions on the report.

**BIGLERVILLE ZONING / CODE ENFORCEMENT
MONTHLY ACTIVITIES REPORT FOR
(March 2026)**

COMPLAINTS

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

List of Permits

NAME	ADDRESS	PERMIT	DATE	DATE
	114 E York Street	Occupancy		

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	63 Fourth Street	Junk and debris		Final review pending
	121 E York Street	Junk and debris. Sent notice.		Not cleaned up. Filled citation
	121 E York Street	Junk vehicles. Sent notices.		Tagged vehicle. Pending
	73 S Main Street	Junk and debris. Sent notice.		Not cleaned up. Filling citation
	89 W York Street	Junk vehicle		Sent notice
	41 Third St (old Knouse Foods cold storage)	Dangerous building. Sent notice to either tear down or have a structural engineer inspection. Met with Knouse Foods and they are scheduling an engineer. They are also making improvements to secure the building.		Building was reviewed by engineer. See report

	29 W York Street	Junk on front porch		Sending notice sent
	29 W York Street	Junk vehicles		Sending notices
	89 W York Street	Junk vehicle		Sending notice
	147 S Main Street	Truck parked in front yard		Sent notice
	115 E York Street	Barn falling down		Owner applied for a demo permit. Permit was issued. No progress. Barn is now collapsing more. Talked to owner and they are waiting for insurance.
	114 E York Street	Snow not removed on sidewalks. Sent notices.		Owner plead not guilty. Pending court date.
	130 E York Street	Vehicle parked in front yard		Sent notice
	30 Musselman Ave.	Junk vehicle		Sending notice
NAME	ADDRESS	REASON	CITATION	DATE

Signed By: *Wayne Smith*
Zoning / Code Enforcement Officer

- Gliem mentioned 63 Fourth Street. She mentioned the tires and items on the property that could collect water and could be a breeding ground for mosquitoes. She asked the council if they would agree to send a letter to Mr. Guise requesting that he get rid of the tires on the property and the barrels be turned upside down, or anything else that could hold water and be a possible attraction to mosquitoes.
 - **GLIEM MADE A MOTION TO SEND A LETTER TO GARY GUISE, PROPERTY OWNER OF 63 FOURTH STREET, ASKING HIM TO GET RID OF THE TIRES AND ANYTHING THAT WOULD HOLD STANDING WATER THAT COULD BE A BREEDING AREA FOR MOSQUITOES. SPADACINO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY. ROBERT GUISE ABSTAINED FROM THE VOTE.**

Mayor: Mayor Phil reported on:

- Mayor Phil provided an update on the preparations for **the 250th Anniversary**. It was reported that the planning process is proceeding on schedule, with significant progress being made.
- The Community Yard Sale will be Saturday, June 6th.

UNFINISHED BUSINESS:

- Adams County COG February meeting minutes were provided.
- Smith informed the Council that the NAREMA intermunicipal agreement for the emergency truck has been received. He noted that meeting the specified insurance requirements would result in an unbudgeted \$4,384 increase to the municipal commercial insurance policy. The current budget accounts for truck maintenance invoices but does not include these additional insurance premiums. Council members noted they were previously unaware of these specific insurance mandates. The Council discussed the feasibility and necessity of the requirements. The Council concurred that further clarification is required. The agreement will not be signed until representatives attend the next NAREMA meeting to address questions regarding the insurance stipulations.

NEW BUSINESS: None

ANNOUNCEMENTS:

- Adams County Borough Association meeting will be on Monday, April 20, 2026. This is the rescheduled date for the March 16th meeting that was cancelled.

TREASURER'S REPORTS: Bill reports were provided to the council.

ADJOURNMENT:

A MOTION WAS MADE BY GUISE AND SECONDED BY GLIEM TO PAY THE BILLS AND ADJOURN THE MEETING AT 8:18 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	\$58,082.26	\$93,879.45	\$111,308.06	
DEPOSITS	\$54,522.61	\$1,921.90	\$1,858.80	
SUB TOTALS	\$112,604.87	\$95,801.35	\$113,166.86	
BILLS	\$48,394.27	\$53,550.69	\$34,501.09	
TOTALS	64,210.60	\$42,250.66	\$78,665.77	
PLGIT TRUST	\$708,704.73	\$425,796.38	\$29,996.33	
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFETY POLICE PLGIT TRUST FUND	
BAL BRO FWD	\$116,575.15	\$297,578.46	\$280.28	
DEPOSITS	\$31,085.85	\$947.10	\$.83	
SUB TOTALS	\$147,661.00	\$298,525.56	\$281.11	
BILLS	\$390.00	\$0.00	\$0	
TOTAL TRUST (ONLY PLGIT)	\$147,271.00	\$298,525.56	\$281.11	
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY #1 ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)	AUTHORITY #3 2025 Water PROJECT- ACNB FUND (No PLGIT)
BAL BRO FWD	\$3,297.30	\$7,742.19	\$4,917.94	\$1,222.18
DEPOSITS	\$33,624.71	\$5,541.87	\$3,633.02	\$1,131.82
SUB TOTAL	\$36,922.01	\$13,284.06	\$8,550.96	\$2,354.00
BILLS	\$34,942.36	\$5,541.72	\$3,633.02	\$1,121.18
TOTALS	\$1,979.65	\$7,742.34	\$4,917.94	\$1,232.82

Signed,

Kelly Shaffer
Borough Manager - Secretary/Treasurer