

Council President Robert Smith called the November 5, 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, Janet L. Gliem, Melinda Warren-Elnaggar, Neil Ecker, Rob Pantaleo, Robert E. Guise, and Mayor Phil Wagner (John Angstadt – Absent)

Borough Employees Present – Kevin Bollinger; Sewer Operator, Police Chief Craig Hartley

Following guests Present – Craig Zack; KPI Technology, Sarah Smith, Nicolette Armetta, Riley Gerbereux, Ella Prieto

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

GLIEM MADE A MOTION TO APPROVE OCTOBER 1, 2024 REGULAR MEETING. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PLANNING COMMITTEE: Rob Smith, President of Council reported on:

- Smith reported that Bob Sharrah on behalf of Canner Storage has submitted a letter for an extension of the land development plan. Smith asked for council to approve the 90-day extension, extending to February 28, 2025. They are waiting on PennDOT.
 - **GLIEM MADE A MOTION TO APPROVE THE 90-DAY EXTENSION FOR RIDGE RENTALS. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Smith referred to Craig Zack for the reporting on the Monteleone Property along Table Rock Rd and Biglerville Heights Phase 2 Project. Zack reported that KPI is conducting feasibility studies for sewer connections for both projects.

SEWER COMMITTEE: Gliem reported on:

- Gliem read the October sewer report.

Treated total 5,307,000 gallons

- Average per day 171,000 gallons

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

- Weekly nitrate-nitrite & total nitrogen samples

- Monthly Copper & Final Hardness samples

- Control Systems 21 was at the STP this month to calibrate the flow meter

Kevin Bollinger

Water/Sewer Operator

- Gliem advised that we have received the parts for the SBR upgrade at the STP. The upgrade is scheduled to take place the first week of December. Zack commented that we should go ahead and pay Aqua-Aerobic for the parts invoice.
 - **GLIEM MADE A MOTION TO PAY THE AQUA-AEROBIC INVOICE IN THE AMOUNT OF \$44,878 FOR THE PARTS ONLY FOR THE SBR UPGRADE AT THE STP. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

WATER COMMITTEE: Ecker reported on:

- Ecker read the October water report

In October our water system pumped a total of 2,665,000 gallons averaging 85,968 gal/day. That is a 5.3 % increase from September 2024 and a 5.7 % increase from October 2023.

October’s bacteria samples were taken on the 1st at 366 Arendtsville Road (Nutrien), 374 Heidlersburg Road (G.V.M.), 33 Musselman Ave. (Boro office). On the 2nd Well #5 PFOS and PFOA were taken. On the 16th Well #6 and on the 30th Well #7 were taken. Well #6 must be resampled because of a lab prep error. As of July, the E.P.A. decided we must test for four more chemicals. These are in the same family

as PFOS and PFOA's These are called (HFPO-DA), (PFBS), (PFHxS) and (PFNA). I do not know what their nicknames are. They yet to have a M.C.L. (maximum contaminant level) on them. So far, we have zero on our test results for these new ones, but since they changed the rules, we will be on quarterly sampling at least till the middle of 2025.

On the 22nd, we had Chamberlin & Wingert in to vacuum a curb box that needed repaired. The rest of the day we spent cleaning storm drain drop boxes. We cleaned all the boxes on Fifth Street and Hillcrest Drive. Doug thought it went well. We should do more, the ones we did really needed it. Money was budgeted to do this in 2024 and 2025.

Water /Wastewater Operator
Doug Hays

- Ecker advised council that the sub-recipient agreements have been fully executed with County.
- **Ecker asked Zack to provide the update on the E. York Street Water project. Zack advised that the project was put out to bid on 10/22. The pre-bid meeting will be held at the borough office on 11/8 and the bid opening will be on Tuesday 11/26 at 10am at the borough office. Council will make a motion at the December meeting awarding the bid. Zack mentioned that there are 6 confident bidders thus far in the process.**

NEW BUSINESS: Smith reported on:

- Smith reported that Columbia Gas will be doing a project in 2025 and they need to obtain permission to obtain a private ROW for a stream crossing near SR234. There was brief discussion in regards to the right-of-way. Council concurred to give Columbia Gas permission.
 - **ELNAGGAR MADE A MOTION PROVIDING COLUMBIA GAS WITH PERMISSION TO OBTAIN A PRIVATE ROW FOR A STREAM CROSSING NEAR SR234. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Smith advised council that Shaffer and himself met with a representative from Brightspeed in regards to an infrastructure upgrade that Brightspeed is hopeful to do in the Borough. They would be offering fiber broadband connectivity.
- Smith advised that the expected liquid fuel payment to the Borough is \$30,450.49. Expected payment date is March 2025.

PROPERTY/HIGHWAY COMMITTEE: Guise reported on:

- Guise advised that the Borough has a sinkhole on West Hanover Street that needs to be repaired. Shaffer obtained quotes for the project. Zack advised that KPI suggests that one of the stormwater basins be replaced. The quotes that were submitted did not include stormwater basins Shaffer replied. Zack, mentioned that he would contact C.E. Williams asking them to revise the quote. Guise asked council if a motion could be made accepting the lowest bid after the revisions are made.
 - **GUISE MADE A MOTION TO ACCEPT THE LOWEST CONTRACTOR BID FOR THE W HANOVER ST SINKHOLE PROJECT AFTER THE BASIN IS ADDED. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Guise advised Council that the Borough will be purchasing salt and antiskid from Butler Township. We will be invoiced for material used.

FINANCE/PERSONNEL COMMITTEE: Smith reported on:

- **SMITH, CHAIR OF FINANCE AND PERSONNEL COMMITTEE MADE A MOTION TO APPROVE THE 2023 CAPITAL RESERVE BUDGET TRANSFERS, TRANSFER \$7,000 FOR POLICE SAVINGS FOR POLICE CAR, \$8,000 FOR WATER SAVINGS FOR TRUCK, TRANSFER \$10,000 SEWER SAVINGS FOR TOUCH SCREEN, \$2,000 FOR GENERAL SAVINGS FOR OFFICE EQUIPMENT. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- **SMITH, CHAIR OF FINANCE AND PERSONNEL COMMITTEE MADE A MOTION TO APPROVE THE 2024 DONATIONS AND AEA MEMBERSHIP, ADAMS COUNTY OFFICE OF AGING - \$500, UPPER ADAMS SENIOR CENTER \$500, BIGLERVILLE GARDEN CLUB \$600, AEA MEMBERSHIP \$200. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- **SMITH, CHAIR OF FINANCE AND PERSONNEL COMMITTEE MADE A MOTION TO ADVERTISE THE TAX RESOLUTION WITH NO INCREASE FOR 2025. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

- SMITH, CHAIR OF FINANCE AND PERSONNEL COMMITTEE MADE A MOTION TO APPROVE THE EMPLOYEE DRESS CODE POLICY. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- SMITH, CHAIR OF FINANCE AND PERSONNEL COMMITTEE MADE A MOTION TO AMEND THE MMO OBLIGATION MEMO AT THE SEPTEMBER MEETING, ACCEPTING THE CORRECT MMO DOLLAR AMOUNTS FOR YEAR 2025. POLICE \$24,727.00, NON-UNIFORM \$28,902. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- Smith advised that at the recent COG meeting, COG will be conducting a municipal Cyber Security survey. The borough needs to assign someone to be the point of contact along with the person who completes the survey. Council agreed that Shaffer should be the person responsible for completing the survey on behalf of the borough.
- Smith advised that Eugene Shaffer who sits on the Zoning Hearing board and Michael Landis who is the Secretary/Treasurer for the Authority that their terms are going to be up. Smith asked if council was good with the borough office sending letters asking if they would serve another term. Council concurred to send the letters to both gentlemen.

SAFETY COMMITTEE: Pantaleo reported on.

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

43	COMPLAINTS OR SERVICE CALLS	48	TRAFFIC STOPS		
33	TOTAL ARREST	30	TRAFFIC	3	CRIMINAL CHARGES
2	INVESTIGATIONS	38	WARNINGS	?	PSP HANDLED CALLS
1441	TOTAL MILES TRAVELED	316	TOTAL HOURS WORKED		
164	Hartley	152	David		

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
12 – Follow Up Investigations	9 – Max Speed	1 – Aggravated Assault
4 – Assist Law Enforcement	4 – Expired Registration	1 – Resisting arrest
3 – County Court	4 – Expired Inspection	1 – DUI – General Impairment
2 – Assist EMS	3 – Driving Vehicle at Safe Speed	
2 – PFA Service	3 – Drivers Req to be Licensed	
2 – Warrant Service	2 – Driving Under Suspension	
2 – Reckless Driver	1 – Turn Signal	
2 – Community Event	1 – Driving Under Susp. DUI	
1 – Assist FD	1 – Req. Financial Responsibility	
1 – Building Check	1 – Limitations on Driving	
1 - Repo	1 – Roadways Lanes for Traffic	
1 – Firearm Relinquishment		
1 - Abandon Vehicle		
1 - DUI		
1 – Suspicious Activity		
1 – Possible Suicide Attempt–No EMS		
1 – Suspicious Vehicle		
1 – Theft		
1 – Prisoner Transport		
1 - Theft		
1 – Warrant Service		
1 – Welfare Check		

TYPE OF INVESTIGATIONS:

1	Burglary
1	Theft by Deception
1	DUI

STATUS OF INVESTIGATIONS FOR 2024

<u>25</u>	CLOSED ARREST
<u>0</u>	UNDER INVESTIGATION
<u>5</u>	CLOSED UNSOLVED
<u>0</u>	CLOSED UNFOUNDED
<u>2</u>	REFER TO OTHER AGENCY
<u>1</u>	CLOSED IN HOUSE

REPORTING OFFICER: CHIEF Craig A. Hartley

- Pantaleo advised that the police department was awarded a \$25,142 grant. The money will go towards 2 license plate readers for the police cars.
- Pantaleo asked Hartley if he had anything to report. Hartley advised that the Co-responder through Wellsfan will be attending the December meeting to introduce herself and explain what she does.

ORDINANCE COMMITTEE: Elnaggar reported on:

ELNAGGAR MADE A MOTION TO APPROVE THE SOLAR FARM ORDINANCE. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

CODE/ZONING ENFORCEMENT REPORT: See attached report.

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

COMPLAINTS

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE
	308 E York St	Occupancy		10/23/2024
	61 Kristi Lane	Occupancy		10/09/2024
	28 Kristi Lane	Occupancy		10//2024
	45 Kristi Lane	Occupancy		10/30/24
	53 Kristi Lane	Occupancy		10/30/24

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	301 E Hanover St	Tires,		Notice sent / Final notice sent. Deadline pending. Tires were removed.

VACANT PROPERTIES

NAME	ADDRESS	REASON	CITATION	DATE

SIDEWALKS INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME

PAINT LIST

NAME	ADDRESS	REASON	DATE	OUTCOME

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

MAYOR: Mayor Phil Wagner announced the following:

- November 16th is the free turkey dinner at the fire hall from noon to 2PM or until no more left.
- Christmas decorations will be hung on Saturday December 6th.
- Christmas tree lighting at the fire hall will be held on December 13th.

OLD BUSINESS:

- Adams County COG September meeting minutes were provided.
- Smith advised that he attended the last NAREMA meeting. All the members are on board with the NAREMA emergency truck. He recommended to council to revise the line item for the NAREMA truck in the 2025 budget. We have \$250 budgeted and we should increase this to \$1200. The increase would assist with yearly expenses to include maintenance to the truck, Smith added. Council agreed with the increase.

NEW BUSINESS:

- Ecker provided council with an update on the Hometown Hero banners. He advised that there will be 18 new banners hung at the beginning of the year. They are waiting on the proofs to come back and be reviewed and then they will be printed.

A MOTION WAS MADE BY GUISE AND SECONDED BY PANTALEO TO PAY THE BILLS AND ADJOURN THE MEETING AT 7:45 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	\$152,463.71	\$50,377.76	\$58,835.24
DEPOSITS	\$21,020.42	\$80,694.43	\$26,646.71
SUB TOTALS	\$173,484.13	\$131,072.19	\$85,481.95
BILLS	\$82,808.17	\$33,552.41	\$15,943.62
TOTALS	\$90,675.96	\$97,519.78	\$69,538.33
PLGIT TRUST	\$719,386.22	\$412,685.10	\$33,516.99
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$102,728.15	\$254,154.08	\$264.56
DEPOSITS	\$434.06	\$1,075.23	\$1.06
SUB TOTALS	\$103,162.21	\$255,229.31	\$265.62
BILLS	\$0.00	\$0	\$0
TOTAL TRUST (ONLY PLGIT)	\$103,162.21	\$255,229.31	\$265.62
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)
BAL BRO FWD	\$2,329.66	\$7,739.05	\$4,917.94
DEPOSITS	\$43,131.96	\$5,542.04	\$3,633.02
SUB TOTAL	\$45,461.62	\$13,281.09	\$8,550.96
BILLS	\$41,794.12	\$5,541.72	\$3,633.02
TOTALS	\$3,667.50	\$7,739.37	\$4,917.94

Signed,

Kelly Shaffer
Secretary/Treasurer