

Council President Rob Smith called the July 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, Tom Kennedy, Natalie Spadacino, and Mayor Phil Wagner; Melinda Warren Elnaggar was absent.

Borough Employees Present – Craig Zack, KPI Technology, Chief Craig Hartley, Shawn Decker, Sewer Operator, Jared Myers, Public Works

- **GLIEM MADE A MOTION TO APPROVE THE JUNE 2, 2026, REGULAR MEETING MINUTES, AND ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

BOROUGH ENGINEER REPORT: KPI Technology provided the engineer report.

Thomas Brothers Store & Museum

- The developer has requested release of the bond currently being held for the undertaken improvements. An inspection was conducted in the field on July 2nd. KPI found that the site was in general conformance with the approved plans but noted the following items that have not yet been completed.
 - The approved cost estimate included an as-built survey to confirm the stormwater management.
 - The curb ramp and sidewalk have not been installed.
 - The 6-foot-high chain-link fence has not been installed.
- If inclined, Council could approve a motion to release financial security subject to the items mentioned above being addressed.

Upper Adams School District Turf Field Project:

- The agent for the developer has requested a time extension to finalize the plans, which will need to be reviewed. KPI recommends council grant the requested extension.

Mill Brook Meadows:

- KPI has completed the review of the land development plan for Mill Brook Meadows. The applicant proposes the construction of 145 townhouse units. This plan was initially assessed for water and sewer capacity in 2018, and a more in-depth Interceptor Capacity Analysis was performed in 2021. The latest plan was reviewed to address the proposed water and sewer utilities for the property. KPI offers the following comments for their review. A report was issued to the Mill Brook Meadows engineer, along with Butler Township, since the property is in Butler Township.
 - As recommended in the KPI review of capacity in 2018, an additional well water source should be considered on the site to supplement the existing supply capabilities of the Borough.
 - As referenced in Interceptor Capacity Analysis conducted in May of 2021 by KPI, it is recommended that improvements be made at the treatment facility in order to handle the increased flow associated with this development. These improvements included replacement of 12" sewer main from manhole 100 to the influent well with 18" ductile iron pipe and replacement of the existing comminutor with a higher capacity model.
 - In order to move forward with securing the required water and sewer EDUs, a reservation of capacity agreement and a property-specific amendment to the Intermunicipal Agreement with Butler Township is critical. It is suggested that a meeting be scheduled between all of these parties as soon as possible.
 - Ownership, dedication and operation and maintenance of the proposed utility lines will also need to be discussed and established.

East York Street Stormwater Drainage:

- During an unrelated and routine inspection of the railroad crossing with the PUS, the drainage problems in the vicinity were noted by those in attendance. As a result of this meeting and in an effort to address the issue with the upcoming overlay project, PennDOT was contacted to determine what was going to be done to address it.
- PennDOT responded by indicating that the Borough is responsible for the underground stormwater infrastructure in the state right of way and that their plan to address the issue was to

- supply new inlet box tops and try to regrade the paving. They further stated that they were willing to incorporate the work in their project, which would ultimately be paid for by the Borough through an agreement.
- The railroad offered to waive some of their requirements in the interest of moving the project along.
- KPI investigated the situation and borough Nazztech to flush and televise the existing lines for inspection. The existing lines were found to be clogged, but they were then jetted and cleared and found to be in good condition.
- PennDOT was provided with a summary of the investigation and asked to provide pricing from their contractor for the options presented for the Borough to consider. PennDOT responded almost immediately with estimates for these options while the contractor puts together something more formal that we hope to have prior to the meeting.
- Although the costs provided by PennDOT and their contractor may be more than what the Borough may be willing to spend, it is worth considering that there may never be a better time to do this project than now. The reasons for this are similar to the rationale for undertaking the water replacement project and, perhaps more importantly, the permitting that will ultimately be required from PennDOT and the railroad for this work in the future.

PLANNING COMMITTEE: Smith reported:

- The UASD has requested an extension for the turf field land development plan.
 - **SMITH MADE A MOTION TO EXTEND THE UASD TURF FIELD PROJECT LAND DEVELOPMENT PLAN TO OCTOBER 28, 2026. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

PROPERTY/HIGHWAY COMMITTEE: Council and KPI discussed the E York Street stormwater drainage:

- The possible options that KPI provided were discussed, and the plans were reviewed. The cost for option one that was provided from PennDOT was around \$50k-\$60k. Ecker asked KPI, now that the current pipe has been flushed and cleaned out, would it be worth waiting to see how the drainage is with this improvement. Zack said that you could do that. Myers mentioned that he did go out and look at the drainage after the 2 recent downpours that we have had, and everything was good. There were no issues. Shaffer explained that she had a conversation with the railroad about they are responsible for maintaining the culverts in there right away and to keep them cleaned out to help with the drainage as well. Council concurred that because this was not budgeted for, they would rather wait to see if the improvements that have been done fix the problem and if our existing pipe that is smaller can handle the water. Council mentioned that they would consider budgeting for this in the future if the improvements don't fix the problem.
 - **GUISE MADE A MOTION TO NOT PERFORM ANY WORK TO THE STORMWATER DRAINAGE ON E YORK STREET TO SEE IF THE IMPROVEMENTS MADE ARE BENEFICIAL. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

WATER COMMITTEE: Ecker reported on:

Ecker read the June water report.

- In June, our water system pumped a total of 2,819,000 gallons averaging 93,967 gal/day. That is a 2.4% decrease from May 2026 and a 13.4% decrease from June 2025.
- Bacteria samples were collected on the 2nd at 33 Musselman Ave (Boro Office), 110 South Main St (7-11), and 374 Heidlersburg Rd (G.V.M.). SOC's, Nitrate & Nitrites were collected on the 18th at the entry point of Well 7.
- In June, water meters were read for the 2nd quarter.
- Alexanders installed Well 7's new pump and galvanized pipe. Initially, Well 7 was unable to start up, however Control Systems was contacted and came out and resolved an issue with the VFD they installed and resolved the issue and the well is currently operational. Unfortunately, Well 7 only functions being manually ran at current due to an issue with the flow chart or transducer, which we are currently trying to diagnose and resolve.

- Hydrants were flushed the week of the 22nd. There were no issues with the hydrants. Some needed to run longer due to dirt in line but no real issues.
- We had four final water meter readings (54 & 56 East York St, and 25 & 27 South Main St).

Water Operator
Cole McClain

- **ECKER MADE A MOTION TO PAY THE RANDALL ALEXANDER INVOICE FOR THE WELL PUMP REPLACEMENT AT WELL #7 IN THE AMOUNT OF \$31,252.00. PAY THE INVOICE FROM THE PLIGIT WATER ACCOUNT. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Ecker asked about the color coding of the new fire hydrants and if we need to do this. Shaffer recommended that this be on the agenda for the September meeting when someone from the fire department is in attendance. Ecker asked for this to be on the agenda in September for discussion with the fire department.

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

- Treated total 3,428,000 gallons
- Average per day 114,267 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 12th Winter Engine were at the WWTF to service the plant generator. Winter replaced hoses, repaired the block heater that was broke, and topped off coolant.
- On the 17th Chamberlain and Wingert were at the WWTF to look at the UV system that had a blade on Bank A that was not working. They discovered that it was two fuses that needed to be replaced.

Shawn Decker

Waste Water Operator

- Gliem mentioned that I & I is currently on hold. A meeting was held with Shawn, Chamberlin & Wingert, Kelly, and myself about the I & I, and we have come up with a plan. Shawn will come in some evening when it's raining to check some manholes and check the lift station.
- Gliem mentioned that the airline repairs at the STP are on hold. That a quote was obtained and it's an item that we will need to budget for. Decker said that 3 sections have already been replaced due to emergencies and that everything is working fine at the moment.

FINANCE/PERSONNEL COMMITTEE: Smith reported on:

- Smith asked the council if they would want to release the bond for Thomas Brothers County Store and Museum. The discussion amongst the council members they feel the items that KPI indicated were important and needed to be completed before the bond is released. Council concurred that once they can provide us with the completion of the items mentioned, they would release the bond at that time after KPI has finalized their inspections. No motion taken at this time in releasing the bond.

- Smith advised that the County will no longer host websites for municipalities. As of 12/31/2026, the website will be shut down. This is forcing us to find a website host. Kelly found a company in Adams County, Merch and Method that will rebuild and manage our website and provide us with ongoing support to the website. The cost to have the website built is \$1250, and then the cost per year would be \$700 per year. We would need to spend the \$1250 this year to get the website designed and ready to launch before 12/31. Shaffer added that the yearly cost could be budgeted for 2027 and paid for in 2027; she worked this out with Merch and Method. Spadacino asked Shaffer what she wanted, Shaffer explained that she knows the owner of Merch and Method and that she knows that she will take care of us and that she will help us with support if we need them too. Council concurred to go ahead with the website transition.
 - SMITH MADE A MOTION TO HAVE MERCH AND METHOD PERFORM THE WEBSITE DESIGN AND HOST THE BOROUGH'S WEBSITE. THE INITIAL COST WILL BE \$1,250. KENNEDY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Smith advised that employee evaluations have been handed out. It's important to complete them. They can be returned at the August 5th meeting.

SAFETY COMMITTEE: Kennedy had no questions on the June police report and asked the Council if they had any questions. Kennedy asked Hartley if he had anything to report.

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

24	COMPLAINTS OR SERVICE CALLS			56	TRAFFIC STOPS	
29	TOTAL ARREST	29	TRAFFIC	0	CRIMINAL CHARGES	
0	INVESTIGATIONS	41	WARNINGS	159	Total Hours Worked Hartley	
411	Miles Travelled Car 1	1064	Miles Travelled Car 2		146	Total Hour Worked David
					0	Total Part Time Hours

TRAFFIC ARRESTS	COMPLAINTS	CRIMINAL ARREST
11 – Max Speed	5 – Accident Reports	
6 – Expired Registration	4 – Follow up complaints	
4 – Expired Inspection	3 – Assist Law Enf	
2 – Drivers Required to be Licensed	1 – Suspicious Person	
2 – Red Light Violations	1 – Burglar Alarm	
1 – Obedience Traffic Control Devices	1 – Assist EMS	
1 – Change of name / address	1 – Criminal Mischief Non-Active	
1 – Driving under suspension	1 – County Court	
1 – Stop Sign Violation	1 – Hit & Run	
	1 – Harassment	
	1 – Information	
	1 – Parking Complaint	
	1 – Missing person	
	1 – Trespassing	
	1 – Threats	

STATUS OF INVESTIGATIONS FOR 2025

11	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

- Hartley advised that National Night Out is Tuesday, August 4th from 5 PM to 8 PM at the Biglerville Fire Department.
- Hartley advised that Drug Take Back will be October 24th from 10 am – 2 pm.
- Hartley mentioned that Mercy House will be having an Open House. Mercy House is an alcohol rehab center. Officer David will be attending the open house on our behalf.
- Kennedy mentioned that he attended the June NAREMA meeting. There was discussion about the MOU agreement and the insurance. It has since been corrected, and the insurance in question was the excess liability, and it is now \$1,000,000 versus the 10 million that was in the last MOU. Kennedy said in speaking with Josh Fitting about the truck he feels we should be on board with the use of the truck. He said you never know when we could be in a situation.
 - KENNEDY MADE A MOTION TO PROCEED WITH THE INVOLVEMENT WITH THE TRUCK FROM TYRONE TOWNSHIP AND EXECUTE THE MOU WITH NAREMA FOR THE USE OF THE TRUCK. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

ORDINANCE COMMITTEE: Spadacino reported on:

- SPADACINO MADE A MOTION TO ADVERTISE THE DRAFTED STAGNANT WATER ORDINANCE. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- SPADACINO MADE A MOTION TO ADVERTISE THE FERAL CAT AMENDMENT TO ADD TO THE KEEPING OF ANIMALS' ORDINANCE. KENNEDY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

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

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

List of Permits

NAME	ADDRESS	PERMIT	DATE	DATE
	114 E York St	Occupancy		
	25/27S Main St	Occupancy		

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	Alley #1	Grass and weeds		Sent notice
	89 W York Street	Junk vehicle		Sent notice / Vehicle was removed
	59 Fourth St	Junk vehicle		Sent notice / Vehicle was removed
	Fifth St sidewalks	Bushes over sidewalks		Sending notice
	115 E York Street	Barn falling down		Owner applied for a demo permit. Permit was issued. Barn was removed
	30 Musselman Ave.	Junk vehicle		Sent notice / Vehicle was removed
	50 Third St	Junk on front porch		Sent notice
NAME	ADDRESS	REASON	CITATION	DATE

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

MAYOR:

- Mayor asked if we can have Jared make side racks for one of the Borough trucks for hauling the Christmas lights. Council concurred that Jared could go ahead and build the racks.
- Mayor mentioned that he has received a lot of compliments, big compliments, he said, on the 250th event. It was a great success, he added.

UNFINISHED BUSINESS:

- Adams County COG May meeting minutes were provided.

NEW BUSINESS: Smith noted that Millbrook Meadows was discussed with KPI.

ANNOUNCEMENTS:

- Smith advised that he received a letter from the American Legion Post 262 and that they will be discontinuing their Memorial Day services that they perform at the Biglerville Cemetery. They can't obtain volunteers for the service.
- Shaffer reminded the council that the meeting in August will be on Wednesday, August 5th because National Night Out is on our regular scheduled meeting night.

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

ADJOURNMENT:

A MOTION WAS MADE BY GUISE AND SECONDED BY ECKER TO PAY THE BILLS AND ADJOURN THE MEETING AT 8:20 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	\$79,370.17	\$81,393.33	\$82,491.68	
DEPOSITS	\$46,045.87	\$1,274.78	\$1,931.26	
SUB TOTALS	\$125,416.04	\$82,668.11	\$84,422.94	
BILLS	\$53,499.41	\$49,862.70	\$31,874.64	
TOTALS	\$71,916.63	\$32,805.41	\$52,548.30	
PLGIT TRUST	\$941,444.78	\$434,685.18	\$105,650.90	
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFETY POLICE PLGIT TRUST FUND	
BAL BRO FWD	\$148,022.93	\$300,387.72	\$282.74	
DEPOSITS	\$450.82	\$920.46	\$.81	
SUB TOTALS	\$148,473.75	\$301,308.18	\$283.55	
BILLS	\$2,800.00	\$0.00	\$0	
TOTAL TRUST (ONLY PLGIT)	\$145,673.75	\$301,308.18	\$283.55	
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	\$2,993.94	\$2,200.82	\$1,284.92	\$101.00
DEPOSITS	\$58,383.18	\$11,083.54	\$7,266.04	\$5,386.48
SUB TOTAL	\$61,377.12	\$13,284.36	\$8,550.96	\$5,487.48
BILLS	\$40,582.69	\$5,581.72	\$3,673.02	\$1,275.65
TOTALS	\$20,794.43	\$7,702.64	\$4,877.94	\$4,211.83

Signed,

Kelly Shaffer
Borough Manager - Secretary/Treasurer