

President Robert Smith called the January 2, 2024 regular council meeting of the Biglerville Borough Council to order at 7:00 p.m.

The following council members were present: Robert Smith, John Angstadt, Neil Ecker, Janet L. Gliem, Robert Pantaleo, Robert E. Guise, Melinda Warren-Elnaggar, and Mayor Phil Wagner.

The following guests were present: April Bowmaster, Biglerville Fire Dept; Jamey Lerew, Biglerville Fire Dept.; Chief Craig Hartley

ANGSTADT MADE A MOTION TO APPROVE DECEMBER 5, 2023 REGULAR MEETING MINUTES. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

OPPORTUNITY FOR CITIZENS TO BE HEARD:

- April Bowmaster from the Biglerville Fire Department advised that she is the outgoing president of the fire department and introduced Jamey Lerew to council as the new President for the fire department. Pantaleo asked Jamey to mention to Chris Macbeth that he should come to the next NAREMA meeting in February.

April and Jamey exited

Robert Smith, Council President made a change to committee chairs, making Neil Ecker, outgoing president the chair of the water committee and making Rob the chair of finance and personnel.

ORDINANCE COMMITTEE: Elnaggar reported

- Nothing to report on the Backflow ordinance
- Melinda advised on the parking ordinance; she received some sample ordinances from other municipalities on parking. She wants to review the samples she received and get back to council on them.

PLANNING COMMITTEE: Angstadt reported

- John Angstadt asked Craig Zack on the Appleview signing of the plans and if this is what council should do. Zack advised that yes, a motion should be made to sign the plans for Appleview once the bond is received should it occur prior to the February meeting that way the plans can be signed provided all other conditions of plan approval have been satisfied. Zack also commented and mentioning Appleview cannot start building homes until the plans are signed.

ANGSTADT MADE A MOTION TO APPROVE THE APPLEVIEW ESTATES PLANS CONTINGENT OF RECEIVING THE BOND AND TO SIGN THE PLANS ONCE THE BOND IS RECEIVED. SECONDED BY GLIEM. MOTION WAS CARRIED UNANIMOUSLY.

SEWER COMMITTEE: Gliem advised on

- No Sewer report for the January meeting, Kevin Bollinger is sick
- Gliem asked Craig Zack to explain the Grant that the Borough received from the CFA meeting. Zack explained that the Borough was granted \$49,725 through the PA Small Water and Sewer program for the SBR PLC. Zack will be in contact with Kevin Bollinger to have him obtain an updated quote for the purchase of the SBR PLC. Zack also advised that the Borough was not

- awarded any grant funding for the COVID ARPA H2O grant. They did not have enough money for everyone and there were a lot of applicants who put in for the grant.
- Zack advised Council that we continue to hold samples and their analysis from the boiler at Knouse Foods. No update on this.
- Gliem advised council that the valve at the sewer plant on top of the tanks has been completed and the invoiced need to be approved for payment.

GLIEM MADE A MOTION TO PAY THE INVOICE FOR DIGGING AND RIGGING IN THE AMOUNT OF \$1800.38 FOR THE USE OF A CRANE TO LIFT THE VALVE AT THE STP. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

GLIEM MADE A MOTION TO PAY THE INVOICE FOR CONTROL SYSTEMS IN THE AMOUNT OF \$4,832.26 FOR THE VALVE AND THE INSTALLATION AT THE STP. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

WATER COMMITTEE: Ecker read the water report

In December our water system pumped a total of 2,593,000 gallons averaging 83,645 gal/day. That is a 1 % increase from November 2023 and a 0.8 % decrease from December 2022.

December's bacteria samples were taken on the 4th at 33 Musselman Ave. (borough office), 38 West York Street (Adams County Surplus), 110 South Main Street (7-11 store)

In December had one final water meter reading, 114 Penn Street.

We are still in the process of reading water meters for the fourth quarter of 2023.

On the 14th Chamberlin & Wingert repaired a leaking water main on the square. It was a circular crack. This type of break is a stress crack. We lost about 50,000 gallons after it came to the surface. (1 day) We repaired the leak live. If we had to shut the water off 180 + households would be out of water and on a boil water notice for almost a week. All East York, Musselman Ave., 3rd, 4th. and 5th Streets. We got lucky!

Water /Wastewater Operator
Doug Hays

- Ecker asked Zack to provide an update on the E York Street water line replacement. Zack advised that the schedule for the advertisement of the project is not anticipated to occur until July due to the requirement to have two additional sub-recipient agreements executed by the Borough and the County for the CDBG funding awards. Ecker asked Zack if this means delaying the project. Zack replied yes, we may be able to begin in the fall of 2024 with the trench restoration to happen in 2025.

Zack exited the meeting

FINANCE/PERSONNEL COMMITTEE:

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, TO REAPPOINT ERIK VRANICH TO AUTHORITY. SECONDED BY ANGSTADT. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, TO APPOINT KPI AS THE BOROUGH ENGINEER. SECONDED BY GLIEM. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, APPOINT BERNIE YANNETTI FOR SOLICITOR FOR THE BOROUGH. SECONDED BY GUISE. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, TO APPOINT KELLY SHAFFER FOR SECRETARY/TREASURER. SECONDED BY GLIEM. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, TO APPOINT JOHN ANGSTADT AND ROB PANTALEO AS REPRESENTATIVES FOR ACTCC AND YATB. SECONDED BY GLIEM. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, TO REAPPOINT KELLY SHAFFER AS COG REPRESENTATIVE AND PHIL WAGNER AS ALTERNATE. SECONDED BY ECKER. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY SMITH, AS CHAIR OF FINANCE AND PERSONNEL, TO REAPPOINT WALT GLIEM AS VACANCY BOARD CHAIR (TERM IS 2 YEARS). SECONDED BY ECKER. MOTION CARRIED UNANIMOUSLY.

PROPERTY/HIGHWAY COMMITTEE: Guise, nothing to report.

SAFETY COMMITTEE: Pantaleo stated he had a couple questions on the Police Report. Report attached.

- Pantaleo reviewed the Police year end 2022/2023 report. He added that things are looking good. He asked Craig to make comments on the police report.

Chief Hartley reported:

- Harley advised that the AED program is going away. The Borough will need to take full responsibility of the program moving forward. Just shy of \$100 for each AED. It is not free to have anymore he noted.
- Hartley advised that Joe David constructed the warning letter for the cat issue in the Borough. Hartley will be delivering the letters and copies of the ordinance this week. Hartley spoke to the SPCA they will do trap/fix and release.

**BIGLERVILLE POLICE DEPARTMENT
MONTHLY ACTIVITIES REPORT FOR
(DECEMBER 2023)**

43	COMPLAINTS OR SERVICE CALLS	63	TRAFFIC STOPS
----	-----------------------------	----	---------------

33	TOTAL ARREST	29	TRAFFIC	4	CRIMINAL
----	--------------	----	---------	---	----------

2	INVESTIGATIONS	48	WARNINGS	7	PSP HANDLED CALLS
---	----------------	----	----------	---	-------------------

1098	TOTAL MILES TRAVELED	301.5	TOTAL HOURS WORKED
------	----------------------	-------	--------------------

114.5	Hartley	187	David		

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
12 – Follow up Investigations	11 – Max Speed	2 – Transmission Sexually Explicit Material by Minor
8 – Assist Other Law Enf. Agency	5 – Expired Inspection	1 – Illegal operation vehicle w/out Ignition Interlock
5 – Court	5 – Expired Registration	1 – Fleeing or eluding Police
3 – Assist EMS	2 - Red Light	
2 – Domestic (non-active)	2 - Suspended License	
2 – House Check	1 – Drivers Req. to be Licensed	
1 – Suspicious Activity (Non-active)	1 – Careless Driving	
1 – Assist Other Agency	1 – Obedience Traffic Control Dev	
1 – Meeting	1 – Reckless Driving	
1 – Noise Disturbance (Active)		
1 – Disabled Vehicle in Traffic		
1 – Theft (non-active)		
1 – Found Property		
1 – Information		
1 – Non-Reportable MV Accident		
1 – Traffic Offense		
1 – Vehicle Pursuit		

TYPE OF INVESTIGATIONS:

1	Illegal Operation of M/V w out ignition interlock
1	Fleeing & Eluding

STATUS OF INVESTIGATIONS FOR 2023

41	CLOSED ARREST
2	UNDER INVESTIGATION
10	CLOSED UNSOLVED
3	CLOSED UNFOUNDED
3	REFER TO OTHER AGENCY
1	CLOSED IN HOUSE

REPORTING OFFICER: CHIEF Craig A. Hartley

CODE/ZONING ENFORCEMENT REPORT: See attached report.

- Smith asked what steps council wants to take for 63 Fourth Street. Any thoughts on what we want to do. The extension time is up. After discussion among the council the council concurred that they would provide a 90 day clean up letter to the property owner of 63 Fourth St. The letter will state that the entire car port must be cleaned of junk and debris and not moved to another area on the property and that the unregistered/unlicensed silver vehicle must be removed also. The designated areas need to be cleaned up by April 1st. The situation will be reevaluated at that time and council will decide what the next steps will be.

A MOTION WAS MADE BY PANTALEO FOR A LETTER TO BE SENT TO THE PROPERTY OWNER OF 63 FOURTH STREET TO CLEAN UP ALL THE JUNK AND DEBRIS IN THE CAR PORT AREA ON THE PROPERTY AND REMOVE THE SILVER VEHICLE FROM THE PROPERTY BY APRIL 1ST 2024. THE MOTION WAS SECONDED BY ECKER. MOTION CARRIED UNANIMOUSLY.

**BIGLERVILLE ZONING/CODE ENFORCEMENT
MONTHLY ACTIVITIES REPORT FOR
(December 2023)**

COMPLAINTS

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE FILE
	114 Penn St	Occupancy		12/6
	72 E York St	Occupancy		12/20

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	63 Fourth St	Junk and debris 63 Fourth St		Council issued 6-month extension.
	208 E York St	Junk and debris		Sent notice
	73 S Main St	Junk and debris		Sent Notice
	Growers' property on Third St.	Junk and debris		Council issued 6-month extension.
	36 N Main St 90-day deadline is 10/12/23 Demo permits were issued. Met with contractor. He indicated that the owner is not returning his calls. He cannot start until the asbestos is removed. Owner has 180 days to start, then the permit is voided.	Condemned building		Council issued 90-day extension. Demo permit issued.

Signed By:

Wayne Smith
Zoning/Code Enforcement Officer

MAYOR: Mayor Phil Wagner announced the following:

- The clock on the square is still undergoing some work.
- Mayor Phil asked if there are any news on Knouse Foods. Ecker advised that it is back up for sale again and that the railroad deal is off.
- The Christmas decorations will be taken down on Saturday January 6th.

OLD BUSINESS:

- Adams County COG meeting minutes were provided.

NEW BUSINESS:

- Ecker thanked everyone for all the help and support during his 12 years as President of council. He will help Rob Smith with the transition to President. Ecker said it was a great experience as President.

A MOTION WAS MADE BY GUISE AND SECONDED BY PANTALEO TO PAY THE BILLS AND ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY AT 8:05 p.m.

ACCOUNT TITLE:	GENERAL ACNB FUND with PLGIT	SEWER ACNB FUND with PLGIT	WATER ACNB FUND with PLGIT
BAL BRO FWD	\$86,780.89	\$78,737.21	\$30,492.04
DEPOSITS	\$44,345.09	\$4,740.37	\$3,300.85
SUB TOTALS	\$131,125.98	\$83,477.58	\$33,792.89
BILLS	\$67,025.16	\$33,467.43	\$19,672.69
TOTALS	\$64,100.82	\$50,010.15	\$14,120.20
PLGIT TRUST TITLE:	\$636,409.82 SPECIAL PLGIT HIGHWAY TRUST FUND	\$428,844.33 CAPITAL RESERVE PLGIT TRUST FUND	\$76,417.67 PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$103,356.34	\$242,945.11	\$253.56
DEPOSITS	\$484.94	\$1,144.16	\$1.12
SUB TOTALS	\$103,841.28	\$244,089.27	\$254.68
BILLS	0	0	0
TOTAL TRUST (ONLY PLGIT)	\$103,841.28	\$244,089.27	\$254.68
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)
BAL BRO FWD	\$6,045.53	\$13,278.19	\$8,550.96
DEPOSITS	\$44,291.19	\$5,542.15	\$3,633.02
SUB TOTAL	\$50,336.72	\$18,820.34	\$12,183.98
BILLS	\$47,670.30	\$5,541.72	\$3,633.02
TOTALS	\$2,666.42	\$13,278.62	\$8,550.96

Signed,

Kelly L Shaffer
Secretary/Treasurer