

Council President Robert Smith called the January 5, 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 - Robert Smith, Janet L. Gliem, Neil Ecker, Tom Kennedy, Natalie Spadacino, and Mayor Phil Wagner, and Robert E. Guise and Melinda Warren Elnaggar were absent.

Borough Employees Present – Shawn Decker, Sewer Operator, Police Chief, Craig Hartley.

Authority Members Present – Nicole Redden, Michael Landis, Phil Wagner, and Fred Nelson

Following guests: Present – Novalea Verno, The Gettysburg Times

**GLIEM MADE A MOTION TO APPROVE DECEMBER 2, 2025, REGULAR MEETING MINUTES, AND ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**BOROUGH ENGINEER REPORT:** Craig Zack; KPI Technology was absent from the meeting. His report was provided to the council and stated the following.

**East York Street Updates:**

- KPI continues to work with Guyer Brothers on the close-out of the contract and final payment.

**Ridge Rentals:**

- Based on the plan expiring on January 5, 2026, and the lack of any response after requesting such from the agent for the developer, Council may wish to make a motion to formally deny the plan. Failure to formally deny the plan could allow for the plan to be deemed approved.

**AUTHORITY:** Nicole Redden, Chair, reported on.

- A motion is requested to accept the purchase agreement under resolution # 2025-4 from Isaac and Lisa Frazier for the purchase in the amount of \$2,500 for the old reservoir located at Hillside Drive, Biglerville, PA 17307, and to authorize Nicole Redden and Michael Landis to sign all documents for settlement for the sale of the property.
  - **LANDIS MADE A MOTION TO ACCEPT THE PURCHASE AGREEMENT UNDER RESOLUTION # 2025-4 FROM ISAAC AND LISA FRAZIER FOR THE PURCHASE OF THE OLD RESERVOIR LOCATED AT HILLSIDE DRIVE, BIGLERVILLE, PA, FOR THE PURCHASE PRICE OF \$2,500 AND TO AUTHORIZE NICOLE REDDEN AND MICHAEL LANDIS TO EXECUTE ALL DOCUMENTS FOR SETTLEMENT. NELSON SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**PLANNING COMMITTEE:** Smith reported on:

- Smith advised the council of the KPI recommendation to deny the land development plan for Ridge Rentals. Smith stated that neither the Borough office nor KPI has received any updates on the plan.
  - **GLIEM MADE A MOTION TO DENY THE PLAN FOR FAILURE TO ADEQUATELY ADDRESS THE ENGINEER'S COMMENTS DATED FEBRUARY 6, 2024. KENNEDY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**WATER COMMITTEE:** Ecker reported on:

- Ecker read the December water report. Ecker had no questions on the water report.
  - In December, our water system pumped a total of 2,590,000 gallons, averaging 83,548 gal/day. That is a 6.3% decrease from November 2025 and a 16.4% decrease from December 2024.
  - December's bacteria samples were collected on the 4<sup>th</sup> at 38 West York St (A.C.R.), 33 Musselman Ave (Boro Office), and 110 South Main St (7-11 store).
  - In December, water meters were read for the 4<sup>th</sup> quarter, and we had two final water meter readings (61 Kristi Ln & 31 Ditzler Ave).

Water Operator

Cole McClain

**SEWER COMMITTEE:** Gliem reported on:

Gliem read the December sewer report. Gleim had no questions on the sewer report.

- Treated total 5,160,000 gallons
- Average per day 166,452 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 3<sup>rd</sup> Chamberlain and Wingert were at the Sewer Plant to repair a ruptured airline that feeds basin #1.
- On the 4<sup>th</sup> we had 4 loads of seed sludge hauled in from Cumberland Township Sewer Plant to help with our ammonia level due to the air leak.
- On the 11<sup>th</sup> we had 1 more load of seed sludge hauled in from Cumberland Township Sewer Plant for basin #2, ammonia level was still high.
- On the 22<sup>nd</sup> we discovered another air leak at the back of the plant. Chamberlain and Wingert were able to make repairs to the line.
- On the 23<sup>rd</sup> it was discovered we had yet another air leak on line #2. Baumgardner’s repaired the leak.
- On the 24<sup>th</sup> our ammonia problem was gone; all is well at the plant at this time.

Shawn Decker

Waste Water Operator

Shaffer informed the Council that she and Shawn will meet with Matt from Chamberlin and Wingert to discuss replacing the underground airlines. Following a consultation with KPI, it was determined that the lines are over 20 years old and require replacement to prevent further leaks. Gliem recommended that the new lines be installed below the frost line.

**FINANCE/PERSONNEL COMMITTEE:** Smith Reported on:

- Smith advised that a Boot Camp is being offered by PSAB for newly elected council members. Natalie Spadacino would like to attend the upcoming class in January.
  - **SMITH MADE A MOTION FOR THE BOROUGH TO PAY FOR NATALIE SPADACINO TO ATTEND THE 2-DAY NEWLY ELECTED BOOT CAMP CLASS THAT WILL BE HELD IN GETTYSBURG. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Smith advised that the Signal Service maintenance contract is due for a 2-year renewal. The cost remains the same at \$500/year for maintenance. Labor rate schedule remains the same, \$80/hour for Signal Tech/Electrician, signal maintenance \$45/hour, electrical engineer \$100/hour. Council needs to make a motion accepting the 2-year contract and authorizing Kelly Shaffer to execute the contract.
  - **SMITH MADE A MOTION AUTHORIZING KELLY SHAFFER TO EXECUTE AND RENEW THE SIGNAL SERVICE MAINTENANCE CONTRACT FOR ANOTHER 2 YEARS. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
  - **SMITH MADE A MOTION TO REAPPOINT KPI AS THE BOROUGH ENGINEER. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
  - **SMITH MADE A MOTION TO REAPPOINT BERNIE YANNETTI THE BOROUGH SOLICITOR. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

- SMITH MADE A MOTION TO REAPPOINT KELLY SHAFFER AS THE COG REPRESENTATIVE AND PHIL WAGNER AS THE ALTERNATE. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- Smith advised that we need to select representatives to represent the Borough for YATB and ACTCC.
  - GLIEM MADE A MOTION TO APPOINT NATALIE SPADACINO, THE YATB REPRESENTATIVE FOR THE BOROUGH. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
  - KENNEDY MADE A MOTION TO APPOINT ROB SMITH, THE ACTCC REPRESENTATIVE FOR THE BOROUGH. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

**PROPERTY/HIGHWAY COMMITTEE:** Smith reported on:

- Smith reported that the settlement for the old reservoir property will be on January 12, 2026. We recently adopted Resolution 2025-4, declaring the intention to sell. The purchase agreement between the Borough and Isaac and Lisa Frazier of the old reservoir was provided to the buyers. We need to make a motion to authorize Robert Smith and Kelly Shaffer to execute all settlement documents.
  - SMITH MADE A MOTION IN ACCORDANCE WITH RESOLUTION 2025-04 TO AUTHORIZE ROBERT SMITH AND KELLY SHAFFER TO EXECUTE ALL SETTLEMENT DOCUMENTS FOR THE SALE OF THE OLD RESERVOIR. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

**SAFETY COMMITTEE:** Kennedy had no questions on the December police report and encouraged the council to review the monthly and year-end reports. Police report attached

**BIGLERVILLE POLICE DEPARTMENT  
MONTHLY ACTIVITIES REPORT FOR  
(DECEMBER 2025)**

38	COMPLAINTS OR SERVICE CALLS	63	TRAFFIC STOPS
25	TOTAL ARREST	25	TRAFFIC
		0	CRIMINAL CHARGES
5	INVESTIGATIONS	39	WARNINGS
		155.5	Total Hours Worked Hartley
475	Miles Travelled Car 1	812	Miles Travelled Car 2
		143.5	Total Hour Worked David

TRAFFIC ARRESTS	COMPLAINTS	CRIMINAL ARREST
9 – Expired Registration	4 – Information Requests	No criminal arrests in December
5 – Maximum Speed Limits	4 – County Court	
3 – Drivers Required to be licensed	3 – Follow Ups	
2 – Obedience to Traffic Control Dev	3 – Suspicious Activity	
2 – Suspended License	2 – Fraud	
2 – Expired Inspections	2 – Alarms	
2 – Suspended License	2 – Assist EMS	
	2 – Assist FD	
	2 – Community Meeting	
	2 – Domestic – Not Active	
	1 – Assist Law Enf.	
	1 – Building Check	
	1 – Criminal Mischief Non-Active	
	1 – Child Endangerment	
	1 – Burglary	
	1 – Found Property	
	1 – Harassment	
	1 – Reckless Driver Non-Active	
	1 – Reportable Crash	
	1 – Traffic Hazard	
	1 – Possible Vehicle Break in	
	1 – Welfare Check	

**TYPE OF INVESTIGATIONS:**

1	Burglary
1	Domestic
1	Child Line Referral
1	Fraud Not Active
1	Criminal Mischief

**STATUS OF INVESTIGATIONS FOR 2025**

<b>19</b>	CLOSED ARREST
<b>2</b>	UNDER INVESTIGATION
<b>3</b>	CLOSED UNSOLVED
<b>1</b>	CLOSED UNFOUNDED
<b>0</b>	REFER TO OTHER AGENCY
<b>6</b>	PROSECUTION DECLINED

REPORTING OFFICER: CHIEF Craig A. Hartley

- Craig Hartley reviewed the 2025-year end report with the council. There were no questions from the council on the reports.
- Kennedy attended the Biglerville Fire Company’s tree lighting on Friday, December 5th. Impressed by the event, he suggested the Board present the fire department with a certificate of appreciation for their service to the community.
  - **KENNEDY MADE A MOTION TO INVITE REPRESENTATIVES FROM THE BIGLERVILLE FIRE DEPARTMENT TO THE FEBRUARY MEETING AND PRESENT THEM WITH AN APPRECIATION CERTIFICATE. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**ORDINANCE COMMITTEE:** Spadacino reported on:

- **SPADACINO MADE A MOTION TO APPROVE THE STRAW VOTE TAKEN ON MONDAY, DECEMBER 8, 2025, AUTHORIZING BERNIE YANNETTI AND DOMINIC PICCARELI TO REVIEW THE DATA CENTER ORDINANCE. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

**CODE/ZONING ENFORCEMENT REPORT:** See attached December report.

**BIGLERVILLE ZONING / CODE ENFORCEMENT  
MONTHLY ACTIVITIES REPORT FOR  
(December 2025)**

**List of Permits**

NAME	ADDRESS	PERMIT	DATE	DATE
	31 Ditzler Ave	Occupancy		
	253 E York St	Porch repair		
	120 W Hanover St	Gas furnace replacement		

**INVESTIGATIONS/INSPECTIONS**

NAME	ADDRESS	REASON	DATE	OUTCOME
	41 Third St (old Knouse Foods cold storage)	Dangerous building. Sent notice to either tear down or have a structural engineer inspection		Pending on site meeting
	63 E York St	Animal notice / chickens		Pending
	125 Fifth St	Junk vehicle. Sent notice.		Pending

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

**Mayor:** Mayor Phil reported on:

- The 250th committee meeting will be held on February 23, 2026, at 6:30 pm at the Borough office.
- Catherine Wallen is having a campaign kickoff on Thursday, January 8<sup>th</sup>, at 8 AM at The Dobbin House. Catherine is running to replace Torren Ecker, who was elected Judge.

**UNFINISHED BUSINESS:**

- Adams County COG November meeting minutes were provided.

**NEW BUSINESS:**

- Shaffer advised of the Adams County Kick-Off Event for the America250PA. Shaffer stated that it will be held on January 22, 2026, from 1:15 PM – 3 PM. Anyone who would like to attend must RSVP.

**ANNOUNCEMENTS:**

- Smith advised that the Borough received thank you letters from the Adams County Library and Adams County Office for Aging for recent donations that were made to both organizations by the Borough.
- January 30<sup>th</sup> – 31<sup>st</sup>, 2026, Adams Rescue Mission will be having a 24-hour bench talk for conversation about working together to make a stronger Adams County. Anyone who wants to attend will need to RSVP for the event.

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

**ADJOURNMENT:**

**A MOTION WAS MADE BY ECKER AND SECONDED BY GLIEM TO PAY THE BILLS AND ADJOURN THE MEETING AT 7:35 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	\$78,488.31	\$79,999.18	\$78,428.81	
DEPOSITS	\$38,577.08	\$27,433.48	\$222,740.52	
SUB TOTALS	\$117,065.39	\$107,432.66	\$301,169.33	
BILLS	\$55,398.09	\$46,140.48	\$246,189.75	
TOTALS	\$61,667.30	\$61,292.18	\$54,979.58	
PLGIT TRUST	\$721,999.51	\$421,892.13	\$27,222.51	
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFETY POLICE PLGIT TRUST FUND	
BAL BRO FWD	\$119,161.79	\$294,781.97	\$277.82	
DEPOSITS	\$395.00	\$979.57	\$.86	
SUB TOTALS	\$119,556.79	\$295,761.54	\$278.68	
BILLS	\$1,017.99	\$0.00	\$0	
TOTAL TRUST (ONLY PLGIT)	\$118,538.80	\$295,761.54	\$278.68	
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	\$3,335.55	\$7,741.83	\$4,917.94	\$888.97
DEPOSITS	\$70,028.43	\$5,541.84	\$3,633.02	\$220,886.18
SUB TOTAL	\$73,363.98	\$13,283.67	\$8,550.96	\$221,775.15
BILLS	\$54,535.60	\$5,541.72	\$3,633.02	\$220,552.97
TOTALS	\$18,828.38	\$7,741.95	\$4,917.94	\$1,222.18

Signed,

Kelly Shaffer  
Secretary/Treasurer