

President Neil Ecker called the October 3, 2023 regular council meeting of the Biglerville Borough Council to order at 7:00 p.m.

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

The following guests were present: Craig Zack; Engineer, KPI Technology, Christine Hazlett; Gettysburg Times Reporter, Doug Hays; Water Operator; Chief Craig Hartley

GLIEM MADE A MOTION TO APPROVE SEPTEMBER 5, 2023 REGULAR MEETING MINUTES, SEPTEMBER 5, 2023 ZONING MAP CHANGE MEETING MINUTES AND SEPTEMBER 26, 2023 BUDGET WORKSHOP MEETING MINUTES. WARREN-ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

WATER COMMITTEE: Smith read the water report.

In September, our water system pumped a total of 2,772,000 gallons averaging 92,400 gal/day. That's a 11.5 % increase from August 2023 and a 5.4 % decrease from September 2022.

September's bacteria samples were taken on the 6th at 366 Arendtsville Road. (Nutrien), 374 Heidlersburg Road (G.V.M.), and 38 West York Street (Adams County Surplus).

In September we had five final water meter readings, 3,5,7,9 -Fifth Street and 35 Hillcrest Drive.

In September, water meters were read for the 3rd quarter.

On Sept. 13th Chamberlin & Wingert installed a curb stop in a one-inch water service lateral at 22 North Main Street.

We got paving quotes for four water leak repairs. Looks like Ault Paving from Hanover had the lowest bid \$8,420.00. We need a motion from council to proceed with the repairs.

Water /Wastewater Operator
Doug Hays

SMITH MADE A MOTION TO APPROVE AULT PAVING AND SEALCOATING POPOSAL FOR WATER LEAK PATCH REPAIRS IN THE AMOUNT OF \$8,420.00. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Smith advised council that we are prepared to begin phase 2 of the backflow prevention program. Hays commented stating that phase 2 would consist of E York St at the Railroad tracks and include N and S Main Street along with Rice Avenue, Franklin St, Maple Avenue and E Hanover St.

SMITH MADE A MOTION TO BEGIN THE PHASE 2 OF THE BACKFLOW PREVENTION PROGRAM. ANGSTADT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Council discussed increasing the water rates for Qtr. 1 of 2024. This would boost the water account said Gliem to help with the upcoming E York St project. Ecker advised council that the current rates are lower than other municipalities in the area. He explained if we would raise the rates to \$9 per 100 cu feet this would almost put us at the same rate as those municipalities. Council also discussed adding a meter reading fee that would be collected when a final water reading is taken at the sale of a property. The fee amount would be set at \$30.00.

SMITH MADE A MOTION TO RAISE THE WATER RATES FROM \$7.00 TO \$9.00 TO BEGIN IN THE FIRST QTR OF 2024. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

SMITH MADE A MOTION TO IMPLEMENT A \$30 FINAL WATER READING FEE THAT WILL BE CHARGED WHEN A PROPERTY IS SOLD AND A FINAL WATER READING IS DONE BEGINNING JANUARY 1ST 2024. ANGSTADT SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

Smith asked Borough Engineer Craig Zack; KPI Inc. if he had anything to report on. Zack reported on the following:

- Craig Zack explained Adams Co Commissioners are to set to announce at their meeting Oct 4th the awarding of the 2023 CDBG funding. He mentioned it appears that the borough was the only legitimate applicant this year and therefore should get the majority of the County allotment of more than \$300,000.
- The County also indicated that unused CDBG funds from 2019 will be transferred to the borough who had received an award that year for the 3rd & 4th St Sewer Line Replacement project. There is also a possibility that something similar could happen for later years for the E York St water project.
- The CFA meeting scheduled for September for the awarding of the funds for the COVID ARPA H2O PA and Small Water and Sewer Systems has been postponed until November.
- Zack also advised that we are going to start the survey process if the borough foresees projects in the next 5 years to be eligible for future County grants. Ecker replied that we should get to this because in the past it did take a while to complete.

SEWER COMMITTEE: Gliem read the sewer report.

- Treated total 5,000,000 gallons
- Average per day 167,000 gallons
- Weekly BOD, CBOD, Phosphorus, Ammonia Nitrogen, TSS, & Fecal Coliform samples
- Weekly nitrate-nitrite & total nitrogen samples
- Monthly Copper & Final Hardness samples
- We had issues with the transducer for SBR #2. We had Control Systems 21 here to install a new one on the 25th.
- We have a decant valve that is not holding completely. Roy from Control Systems 21 is looking into the availability of a new one, and we will be replacing it as soon as possible.
- We have a sewer issue behind 52 N. Main St. on the mainline. Doug can give the details.

Kevin Bollinger
Water/Sewer Operator

Gleim is concerned that the treated amount for sewer is so much higher than the treated amount for water. She mentioned performing smoke tests again. Hays explained that there are some problem areas in the borough that will need to be addressed.

Gleim explained that the borough received a from Knouse Foods regarding the Boiler wastewater. She asked Craig Zack for his comments and recommendations on this. Zack made the following points.

- The Borough's wastewater treatment system (WWTF) must be able to handle this flow at all times. The flow is estimated at a large maximum of 10,000 gallons per day(gpd), which represents approximately 4% of the current annual average daily flow of 250,000 gpd and nearly 3% of the overall average daily flow capacity of the WWTF.
- He mentioned the Borough will need to consider this request for utilization of capacity at the WWTF at the expense of future development both within and outside of the Borough. If the Borough would accept this wastewater, Knouse would be expected to pay tapping fees for the capacity as this capacity could otherwise be sold to others. If the Borough would decide to accept the wastewater, the potential capital charges fee based on the maximum anticipated flow volume would greater than \$200,000 based on 40 EDUs or more. This is based on the current tapping fee of \$4783 per EDU, the maximum flow rate of 10,000 gallons per day and 230 gpd/EDU.
- Zack mentioned that a full characterization of the waste stream will need to be undertaken after input from PA DEP on parameters of concern or what may need to be monitored in the next NPDES renewal. It is possible based on this characterization, that pretreatment of the waste stream may be recommended even if a formal program is not required by PA DEP.
- If the Borough would decide to accept the wastewater, the capital charges fees would need to be negotiated with Knouse as well the user rates. All of this could be incorporated into an agreement. He mentioned that the Borough has maintained a great working relationship with Knouse over the years, it is unknown how this relationship would translate to any potential future owners and their cooperation in maintaining the NPDES permit compliance of the Borough. The Borough needs to keep this in mind should they decide to move forward presently with Knouse.

Gleim asked Hays his thoughts on the Knouse wastewater. Hays said that they would want to perform a test on the wastewater to see what is in the water. Zack added that DEP would have to get involved as well.

GLIEM MADE A MOTION TO FOR KPI TO DRAFT A LETTER TO KNOUSE FOODS ON TESTING THE WASTEWATER AND FOR KPI TO CONTACT DEP TO FIND OUT WHAT IS INVOLVED. MOTION SECONDED BY SMITH. MOTION CARRIED UNANIMOUSLY.

PLANNING COMMITTEE:

- Angstadt commented that Canner Storage is extended until November 30,2023.

Craig Zack left the meeting at this time

FINANCE/PERSONNEL COMMITTEE:

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Ecker, Chair of Finance and Personnel committee called an executive session at 7:55 p.m. regarding litigation matters and returned to regular session at 8:10 p.m.

Ecker, Chair of Finance and Personnel commented recommended adding a line item for borough functions to the borough's budget. He added that we received a quote to add security to the borough office and this quote needs to be added to the 2024 budget.

A MOTION WAS MADE BY ECKER, AS CHAIR OF FINANCE AND PERSONNEL, ADD THE LINE ITEM FOR MISC BOROUGH FUNCTIONS TO THE BUDGET IN THE AMOUNT OF \$500 AND TO ADD THE SECURITY FOR THE OFFICE QUOTE IN THE AMOUNT OF \$4,585 TO THE 2024 BUDGET. THIS WAS SECONDED BY SMITH. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY ECKER, AS CHAIR OF FINANCE AND PERSONNEL, TO APPROVE THE STRAW VOTE SENT 9/12/2023 FOR THE PURCHASE OF THE 2000 F-450 MEDIUM DUTY DUMP TRUCK FOR PURCHASE PRICE OF \$21,000. THIS WAS SECONDED BY GLIEM. MOTION CARRIED UNANIMOUSLY.

A MOTION WAS MADE BY ECKER, AS CHAIR OF FINANCE AND PERSONNEL, TO APPROVE THE LAYOUT OF THE 2024 BUDGET. THIS WAS SECONDED BY SMITH. MOTION CARRIED UNANIMOUSLY.

PROPERTY/HIGHWAY COMMITTEE:

GUISE MADE A MOTION TO APPROVE THE SNOW PLOW/REMOVAL STRAW VOTE SENT 9/12/2023 APPROVING MICHAEL OLINGER BID. SECONDED BY ELNAGGAR. MOTION CARRIED UNANIMOUSLY.

SAFETY COMMITTEE: Smith stated he has no questions on the Police Report. Chief Hartley reported:

- September was a busy month.
- Applying for a \$123k grant working with a grant writer.

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

48	COMPLAINTS OR SERVICE CALLS	76	TRAFFIC STOPS
68	TOTAL ARREST	50	TRAFFIC 18 CRIMINAL
9	INVESTIGATIONS	38	WARNINGS 11 PSP HANDLED CALLS
1,133	TOTAL MILES TRAVELED	315.75	TOTAL HOURS WORKED
163.25	Hartley	152.5	David

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
10 – Follow up Investigations	38 – Maximum Speed Limits	
5 – Foot Patrol	3 – Drivers Required to Be Lic.	
4 – Harassment Non-Active	2 – Expired Registration	
3 - Information	2 – Expired Inspection	
3 – 911 Hangup	1 – Suspended Registration	
2 – Assist PD	1 – Jr Driver’s License	
2 - Fight in Progress	1 – Following too Closely	
2 – Act 64 (Drugs)	1 – Obedience Traffic Control Dev	
2 – Retail Theft (Non-Active)	1 – Req. Financial Responsibility	
2 – Threats Non-Active)		
1 – Tobacco Violation		
1 – Assist EMS		
1 – Fire Alarm		
1 – Criminal Mischief (Non-active)		
1 – Community Meeting		
1 – Disabled Vehicle in Traffic		
1 – Hit & Run (Active)		
1 - Fraud		
1 – Parking Complaint		
1 – Reckless Driver Active		
1 - Civil		
1- Records Check		
1 – Weapons Offense		

TYPE OF INVESTIGATIONS:

3	Harassment
2	Possession Marijuana
2	Possession of Paraphernalia
2	Simple Assault
2	Criminal Trespass
2	Tobacco in Schools Prohibited
2	Altered Forged or Counterfeit Documents/Plates
1	Possession of a Weapon on School Property
1	Aggravated Assault
1	Disorderly Conduct

STATUS OF INVESTIGATIONS FOR 2023

28	CLOSED ARREST
7	UNDER INVESTIGATION
4	CLOSED UNSOLVED
1	CLOSED UNFOUNDED
1	REFER TO OTHER AGENCY

REPORTING OFFICER: CHIEF Craig A. Hartley

ORDINANCE COMMITTEE: Elnaggar reported

- Parking ordinance is on hold

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

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE FILED
	70 Fifth St	Fence	9/7/2023	

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INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	63 Fourth St	Junk and debris 63 Fourth St		Council issued 6 month extension.
	Growers property on Third St.	Junk and debris		Council issued 6 month extension.
	36 N Main St 90 day deadline is approaching that council set with Mr. Patel for 36 N Main Street. If permits are not obtained and a demolition contract is not provided to the borough office prior to the 10/12/23 deadline citations will be begin. At this time we have not heard from Mr. Patel nor have any permits been issued.	Condemned building		Council issued 90 day extension.
	208 E York St	Blocking sidewalks Tables were moved		Sent notice / Mayor
	42 Marie Ln	Junk and debris Grass and weeds		Sent notice / junk was removed Sent notice / grass was mowed

SIDEWALKS INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
<u>NONE FOUND TO BE REPAIRED OR REPLACED IN 2023</u>				

Signed By:

Wayne Smith

Zoning/Code Enforcement Officer

MAYOR: Mayor Wagner announced the following:

- The ACCF Giving Spree is going to be held 11/9/23.

OLD BUSINESS: Shaffer provided the minutes from the August COG meeting

NEW BUSINESS: No new business to report.

A MOTION WAS MADE BY GUISE AND SECONDED BY ELNAGGAR TO PAY THE BILLS AND ADJOURN THE MEETING. MOTION CARRIED UNANIMOUSLY AT 8:25 p.m.

ACCOUNT TITLE:	GENERAL ACNB FUND with PLGIT	SEWER ACNB FUND with PLGIT	WATER ACNB FUND with PLGIT
BAL BRO FWD	\$79,941.02	\$91,610.47	\$54,017.16
DEPOSITS	\$107,558.80	\$863.44	\$1,353.83
SUB TOTALS	\$187,499.82	\$92,473.91	\$55,370.99
BILLS	\$90,470.03	\$35,870.23	\$21,120.69
TOTALS	\$97,029.79	\$56,603.68	\$34,250.30
PLGIT TRUST	\$685,865.36	\$409,300.59	\$83,299.17
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$101,952.92	\$234,418.86	\$250.32
DEPOSITS	\$459.11	\$1,005.61	\$1.06
SUB TOTALS	\$102,412.03	\$235,424.47	\$251.38
BILLS	0	21,000.00	0
TOTAL TRUST (ONLY PLGIT)	\$102,412.03	\$214,424.47	\$251.38
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017-ACNB FUND (No PLGIT)
BAL BRO FWD	\$8,381.17	\$13,277.05	\$8,550.96
DEPOSITS	\$48,795.00	\$5542.07	\$3,633.02
SUB TOTAL	\$57,176.17	\$18,819.12	\$12,183.98
BILLS	\$47,642.21	5,541.72	\$3,633.02

Signed,

Kelly L Shaffer
Secretary/Treasurer