

Council President Robert Smith called the January 7, 2025 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, John Angstadt, Janet L. Gliem, Melinda Warren-Elnaggar (Phoned In), Neil Ecker, Rob Pantaleo, and Mayor Phil Wagner, Robert E. Guise was absent.

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

Following guests Present – Craig Zack; KPI Technology

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

ANGSTADT MADE A MOTION TO APPROVE DECEMBER 3, 2024 REGULAR MEETING MINUTES. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PLANNING COMMITTEE: Angstadt reported on:

- Angstadt advised that there are no updates on Ridge Rentals, the land development plan was extended until 2/28/25.

SEWER COMMITTEE: Gliem reported on:

- Gliem read the December sewer report.
- Treated total 6,705,000 gallons
- - Average per day 216,000 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 waste pump for SBR#2 this month. After we determined the pump was shorted out, we pulled the pump out and replaced it with the spare. Ross Industrial has the pump we pulled, and will rebuild it.
- - Aqua Aerobics guys were here on the 3rd, 4th, and 5th for the PLC/Interface upgrade. Think it went better than expected, and down times were minimal.

Kevin Bollinger

Water/Sewer Operator

- Gliem advised that the Monteleone and Biglerville Heights phase II feasibility studies for sewer connection have begun. KPI expects to have the studies completed in a month or two.

WATER COMMITTEE: Ecker reported on:

- Ecker read the December water report
- In December our water system pumped a total of 3,098,000 gallons averaging 99,935 gal/day. That is a 17.2 % increase from November 2024 and a 14 % increase from December 2023.
- December's bacteria samples were taken on the 4th at 110 South Main Street (7-11 store), 38 West York Street (Adams County Surplus), 33 Musselman Ave. (Boro office).
- In December, water meters were read for the 4th quarter.
- In December, we had 2 final water meter readings, 375 East York Street and the Knouse Foods plant (6 readings).

- On the week of the 30th, we were hunting water leaks. We found the laundry mat on the first block of South Main Street had a leak on the customer side of the curb stop and before the water meter. Pat Reeve put a temporary repair clamp to stop the leak in the basement wall. This gives the property owner a little time to get the line replaced and we are not losing water. Knouse Foods had a leak on the water line that supplies the fleet garage and their sewer plant, that water line is metered water. We will see that usage in the 1st quarter meter readings of 2025. Over the last couple days, we are on a course for 84,000 per day pumping at the wells.

Water /Wastewater Operator
Doug Hays

- Ecker asked Craig Zack if there were any updates on the Pennvest loan or E. York Street water project. Zack replied and said not at this time.
- Zack advised council that the Notice of Award was subsequently issued to Guyer Brothers after the Notice of Intent to Award was issued. Guyer Brothers provided payment and performance bonds that are reviewed and approved by Bernie Yannetti. Guyer Brothers also provided acknowledgment of the Notice of Award and signatures for their part on the Agreement. This Agreement can now be signed by the Borough Council after recent receipt of compliant Certificates of Insurance. Zack recommended that the Borough Council make a motion to authorize signature on the Agreement with Guyer Brothers for the E. York Street water line replacement project.

ECKER MADE A MOTION TO AUTHORIZE SIGNATURE ON THE AGREEMENT WITH GUYER BROTHERS. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Zack also stated that after the Agreement is signed the Notice to Proceed can be issued to the contractor. Zack recommended that the Borough Council make a motion to authorize and sign the Notice to Proceed when ready.

ECKER MADE A MOTION TO AUTHORIZE NOTICE TO PROCEED TO BE ISSUED TO GUYER BROTHERS. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Ecker asked about the authorization to execute professional services agreement with KPI and Bernie Yannetti. Zack explained that for him to submit the agreement to Pennvest he would need to know from the Borough Council what they will seek reimbursement for from Pennvest so that the agreements can be drawn up and executed. Once this is determined KPI can provide specific agreement for the scope of engineering services tailored to the requirements of the Borough for the review by Bernie Yannetti. Ecker stated that they Borough would not want to seek reimbursement for already paid bills for the project. The Council concurred to include the future fee amount estimates in the Agreement. Council would decide when the project begins if they want to be reimbursed for engineering and solicitor costs.

ECKER MADE A MOTION TO AUTHORIZE EXECUTION OF PROFESSIONAL SERVICES AGREEMENT WITH SOLICITOR AND ENGINEER BASED UPON WHAT SCOPE OF WORK COUNCIL WANTS TO BE REIMBURSED FROM PENNVEST. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

FINANCE/PERSONNEL COMMITTEE: Smith Reported on:

- Smith advised that during the liquid fuel audit in December the Auditor general's office recommended that Kelly Shaffer's insurance bond be increased to at least \$3 million since she is now the Secretary/Treasurer. Sandi's insurance bond was for \$5 million. Council concurred that the insurance bond should be increased to \$3 million.

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

SMITH, CHAIR OF FINANCE AND PERSONNEL COMMITTEE MADE A MOTION TO REAPPOINT BERNARD YANNETTI AS THE BOROUGH SOLICITOR. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

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

SMITH, CHAIR OF FINANCE AND PERSONNEL COMMITTEE MADE A MOTION TO REAPPOINT JOHN ANGSTADT AND ROB PANTALEO AS REPRESENTATIVES FOR ACTCC AND YATB. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PROPERTY/HIGHWAY COMMITTEE: Smith reported on:

- West Hanover Street sinkhole repair update – The HOP was submitted and was approved by PennDOT on 12/13. Work can now begin on replacement of the infrastructure.
- Chief Hartley asked if he could mention something to council. Smith called on Hartley to speak. Hartley explained that we just had our real plowable snow using our PT snow plow operators and Borough trucks. It went very smoothly and they did a great job. Council agreed with Hartley. Hartley said that one of the drivers suggested that we store salt and antiskid at the sewer plant. He mentioned it would make it easier and the tractor would not have to be moved to Butler for loading the material. Hartley asked Bollinger if this could be done. If the white dump truck could be pulled out from under the under hang so that we could store salt and antiskid. Bollinger said no that would not work. The parking area where the dump truck is parked is used in the winter for sludge and that they need they need the pit for sludge. Hartely said that we will make it work the way it is and figure something out in the Spring. Bollinger suggested adding an additional section to the current under hang for salt and antiskid. This could be a possibility. Council concurred that we will think about it and come up with something in the Spring to be ready for next winter.

SAFETY COMMITTEE: Pantaleo had no questions on the police report. Police report attached.

- Pantaleo did comment on the 2024 statistics report provided by Chief Hartley and reviewed the numbers with Council and Chief Hartley. Pantaleo commented on the overall clearance rate being 84%. He commented that this is a good percentage and was pleased with the numbers on the report.
- Pantaleo asked Chief Hartley if he had anything to add. Hartley advised Council that we received the DCED grant for \$25,000 and the police department is going to use the funds for license plate readers. The license plate readers will be ordered from Motorola and installed by Motorola.

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

52	COMPLAINTS OR SERVICE CALLS			19	TRAFFIC STOPS
42	TOTAL ARREST	21	TRAFFIC	21	CRIMINAL CHARGES
2	INVESTIGATIONS	21	WARNINGS	?	PSP HANDLED CALLS
1309	TOTAL MILES TRAVELED		286	TOTAL HOURS WORKED	
132	Hartley	154	David		

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
29 – Follow up	5 – Turn Signal	9 – Criminal Trespass
4 – Suspicious Activity	3 – Max Speed	2 – Possession of Marijuana
2 – Community Meeting / Event	3 – Stop Sign	2 – Possession of Paraphernalia
2 – Information	1 – Parking Violation	2 – Possession of Drugs
2 – Reckless Driver	1 – Vehicle entering/crossing roadway	1 – Hindering Apprehension
2 – Warrant Service	1 – General Lighting	1 – Fleeing /Eluding Police
2 – Welfare Check	1 – Careless Driving	1 – Prohibited Offensive Weapons
2 – Assist EMS	1 – Reckless Driving	1 – Flight to Avoid Apprehension
1 - Theft	1 – Driving at safe speed	2 - Harassment
1 – Animal lost/found	1 – Roadways Lanes for Traffic	
1 – Assist FD	1 – Driving Right side Roadway	
1 – Wanted Person	1 – Restrictions Alcoholic Beverage	
1 – Harassment	1 – Expired Inspection	
1 – Parking Complaint		
1 – Reportable Crash		

JANUARY 7, 2025 MINUTES – REGULAR MEETING

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TYPE OF INVESTIGATIONS:

1	Fleeing/ Eluding Police
1	Act 64 Drug Charges
1	Prohibited Offensive Weapons
1	Harassment

STATUS OF INVESTIGATIONS FOR 2024

<u>28</u>	CLOSED ARREST
<u>1</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

ORDINANCE COMMITTEE: Elnaggar reported on:

ELNAGGAR MADE A MOTION TO ADVERTISE THE AMENDED WATER ORDINANCE. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

CODE/ZONING ENFORCEMENT REPORT: See attached report.

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

COMPLAINTS

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE
	Lot 55 Apple View	Single Family Home		12/5

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	63 Fourth St	Junk and debris Note: property is full See pictures		Property is filling up
131 S Hanover trailer was moved	41 Penn Street	Sidewalks condition	12/10	Sent notice to repair

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

- Council discussed 63 Fourth Street. Ecker suggested to continue a 6-month extension due it being winter time. Council concurred on the statement. Gliem stated that he has cleaned up from the last time.

ECKER MADE A MOTION TO PROVIDE ANOTHER 6 MONTH EXTENSION TO PROPERTY OWNER AT 63 FOURTH STREET. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

MAYOR: Mayor Phil Wagner announced the following:

- Christmas decorations have been taken down. Went smoothly and did not lose any decorations.
- Town Clock Update. The “brain” is still being repaired.
- We need to start to think about the Country’s 250th Anniversary celebration in 2026. He asked council for ideas. He stated about asking other municipalities to join our celebration since we are centrally located and that a committee should be formed for the celebration.

UNFINISHED BUSINESS:

- Adams County COG November meeting minutes were provided

NEW BUSINESS: Smith reported there was no new business:

TREASURERS REPORTS: Bill reports were provided to council.

ADJOURMENT:

A MOTION WAS MADE BY ECKER AND SECONDED BY PANTALEO TO PAY THE BILLS AND ADJOURN THE MEETING AT 8:00 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	\$73,415.96	\$119,345.39	\$94,173.16
DEPOSITS	\$65,839.14	\$16,308.19	\$2,416.39
SUB TOTALS	\$139,255.10	\$135,653.58	\$96,589.55
BILLS	\$50,773.42	\$39,636.85	\$31,894.04
TOTALS	\$88,481.68	\$96,016.73	\$64,695.51
PLGIT TRUST	\$675,095.21	\$413,878.36	\$33,783.32
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$103,569.91	\$256,239.35	\$266.61
DEPOSITS	\$409.82	\$1,017.87	\$.99
SUB TOTALS	\$103,979.73	\$257,257.22	\$267.60
BILLS	\$630.00	\$0	\$0
TOTAL TRUST (ONLY PLGIT)	\$103,349.73	\$257,257.22	\$267.60
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)
BAL BRO FWD	\$3,084.45	\$7,739.93	\$4,917.94
DEPOSITS	\$63,952.77	\$.10	\$0.00
SUB TOTAL	\$67,037.22	\$7,740.03	\$4,917.94
BILLS	\$46,956.95	\$5,541.72	\$3,633.02
TOTALS	\$20,080.27	\$2,198.31	\$1,284.92

Signed,

Kelly Shaffer
Secretary/Treasurer