

Council President Robert Smith called the April 1, 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, Neil Ecker, Robert E. Guise, and Mayor Phil Wagner, Robert Pantaleo was absent.

Borough Employees Present – Doug Hays; Sewer/Water Operator, Police Chief Craig Hartley

Following guests Present – Craig Zack; Engineer - KPI Technology

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

ANGSTADT MADE A MOTION TO APPROVE MARCH 4, 2025 REGULAR MEETING MINUTES. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

BOROUGH ENGINEER REPORT: Craig Zack; KPI Technology reported on:

- The final version of the Butler Township supplement to the Borough report was received and the annual Chapter 94 report was uploaded to PA DEP on March 2nd ahead of the March 31st deadline. In addition to a scanned copy, two bound copies were provided for the records of the Borough. Zack advised that PA DEP responded on March 24th that the report submitted was acceptable.
- A draft version of the NPDES permit was provided by PA DEP on March 7th. The draft permit was reviewed and the changes made from the current permit summarized memo provided to council. The changes are considered minor and not worthy of comment by the Borough.
- Zack provided an update on the East York Street water line replacement project:
 - Pennvest loan closing is scheduled for Wednesday April 2nd at 9 am. All requirements have been met.
 - The Notice to Proceed to the contractor will be issued immediately after closing of the Pennvest loan and the pre-construction meeting is scheduled for Friday April 4th.
 - It was discovered that LB Water did not ship the casing pipe and appurtenances for the railroad crossing originally. An order was placed for these items and the contractor will be supplying the pipe.
 - Gettysburg & Northern Railroad requested that the application for crossing of the railroad with the water main be resubmitted on a new form with no additional fees due. They also had comments on our drawings. We responded with the new application and a revised drawing and are currently waiting on a revised agreement. Zack recommended that council make a motion authorizing signature on the revised agreement with Gettysburg & Northern Railroad when it is received and after Bernie Yanetti's review of the agreement.

ECKER MADE A MOTION AUTHORIZING SIGNATURES ON THE REVISED AGREEMENT WITH GETTYSBURG & NORTHERN RAILROAD WHEN IT IS RECEIVED AND REVIEWED BY BERNIE YANNETTI WITH HIS APPROVAL. ELNAGGAR SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

- Zack mentioned that we continue to work with Gettysburg & Northern Railroad on coordination of the track crossing work on East York Street so it does not conflict with the water main replacement work so as to minimize the disruption of traffic. Presently the works is scheduled for April 14th and we are waiting to hear back of this can be rescheduled.
- KPI continues to hold for information for the land development plan for Ridge Rentals which has been extended to May 28, 2025.
- Zack advised that KPI continues to work on the Butler Billing.

Zack left the meeting.

PLANNING COMMITTEE: Angstadt reported on:

- Angstadt advised that there are no updates on Ridge Rentals, the land development plan was extended until 5/28/25. Angstadt mentioned that it's ongoing with Ridge Rentals filing for extensions and council will need to discuss and decide how they move forward at the May meeting. It is possible we will have them apply for permits again versus another extension said Angstadt.

WATER COMMITTEE: Ecker reported on:

Ecker read the water report.

In March, our water system pumped a total of 2,581,000 gallons averaging 83,258 gal/day. That is a 0.3 % increase from March 2024 and a 5.5 % decrease from February 2025.

March’s bacteria samples were taken on the 5th at 38 West York Street (Adams County Surplus.), 366 Arendtsville Road (Nutrien), and 110 South Main Street (7-11 store).

In March, water meters were read for the 1st quarter and we had one final water meter reading. 14 High Street

Water /Wastewater Operator
Doug Hays

- Neil advised council that a motion needs to be made to adopt the water rate increase ordinance.

ECKER MADE A MOTION TO ADOPT THE WATER RATE INCREASE ORDINANCE THAT WILL GO INTO EFFECT JANUARY 2026. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

SEWER COMMITTEE: Gliem reported on:

- Gliem read the December sewer report.
- - Treated total 4,470,000 gallons
- - Average per day 144,000 gallons
- - Weekly BOD, CBOD, Phosphorus, Ammonia Nitrogen, TSS, & Fecal Coliform samples
- - Weekly nitrate-nitrite & total nitrogen samples
- - Monthly Copper & Final Hardness samples
- - Televis sewer line to locate the lateral location for a Butler Twp property.

Kevin Bollinger
Water/Sewer Operator

- Gliem advised council that she spoke to Kevin in regards to the I&I of the sewer lines. She mentioned that she would like to smoke test the lines. Gliem told council that PA Rural water will do it for nothing all we would have to pay for is the liquid and flaggers. Gliem said that we will need bodies to walk the town looking for smoke. She mentioned that Kevin told her the best area to start the smoke testing would be the Ditzler development. Angstadt asked if there is stormwater getting in the lines. Gliem stated she did not know, but the numbers goes up after it rains. Ecker told Gliem that he would be willing to walk around and look for smoke. Council concurred that something needs to be done and that smoke testing would be a good start. Gliem said that she would tell Kevin that we can start the process.

FINANCE/PERSONNEL COMMITTEE: Smith Reported on:

- Smith called an executive session at 7:30 PM for personnel matters.
- Executive session ended at 7:50 PM and the regular council meeting was back in session.
- Smith advised council that a motion needed to be made to accept Eric Baker’s resignation letter.

SMITH, CHAIR OF FINANCE AND PERSONNEL MADE A MOTION TO ACCEPT ERIC BAKER’S RESIGNATION LETTER. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PROPERTY/HIGHWAY COMMITTEE: Guise reported on:

- Guise advised council that in order to sell the old reservoir property on Hillside Drive we would need to obtain an appraisal. The cost for the appraisal would be \$395 from Jeff Shaffer. Guise stated that if the property is valued at less than \$6,000 it can be sold without competitive bidding or advertising. If the property value is higher than \$6,000, we would have to advertise and put it out to bid. Shaffer did advise council that it will be a process. Council would need to adopt a resolution. Council concurred to make a motion to get the property appraised to obtain the value.

GUISE MADE A MOTION FOR JEFF SHAFFER TO CONDUCT THE APPRAISAL ON THE OLD RESERVOIR PROPERTY FOR \$395. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

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

- Hartley advised council that the LPR's will be installed sometime in April. Hopefully up and running by the May meeting.
- Hartley stated that on April 28th he will visit the Biglerville elementary school. The kids will get a chance to see and walk around the police car Hartley stated.
- Smith advised council that the Borough needs to adopt a Federal Emergency Management Agency approved Hazard Mitigation Plan(HMP) to be eligible for federal hazard mitigation funds. The Borough can do this with County. The Borough participated in 2020 with the County of Adams HMP. The plan is done every 5 years. As the county commences this planning process, they are looking for cooperation and assistance from the municipalities. The first meeting is April 10th at 1:00PM. Smith asked if Council would like to participate with County for the plan. Jed Smith told Shaffer that we would attend meetings on behalf of the Borough.

SMITH, CHAIR OF FINANCE AND PERSONNEL MADE A MOTION TO WORK WITH THE COUNTY ON A HMP PLAN FOR THE BOROUGH. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

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

63	COMPLAINTS OR SERVICE CALLS	44	TRAFFIC STOPS		
29	TOTAL ARREST	26	TRAFFIC	3	CRIMINAL CHARGES
6	INVESTIGATIONS	21	WARNINGS	169	Total Hours Worked Hartley
671	Miles Travelled Car 1	1208	Miles Travelled Car 2	164	Total Hour Worked David

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
20- Follow up	19 – Maximum Speed	3 – Disorderly Conduct
6 – Assist EMS	3 - Expired Inspection	
5 – Trespass	1 – Drivers Req to be Lic	
3 – Assist Law Enf.	1 – Obedience to Traffic Ctr Dev	
3- Meetings	1 – Driving Under Suspension	
2 – Animal Complaints	1 - Restraint Systems	
2 – Act 64 (Drugs)		
2 – Building check		
2 – County Court		
2 – Domestic Disturbances		
2 – Theft (Non active)		
1 - Information		
1 – Indecent exposure		
1 – Disorderly Conduct		
1 – Reckless Driver		
1- 911 Hangup		
1 – Child Endangerment (NA)		
1- Found Property		
1 – Fraud		
1 - Harassment		
1 – Non-Reportable Crash		
1 – Prisoner Transport		
1 – Threat		
1 – Welfare Check		

TYPE OF INVESTIGATIONS:

2	Theft by Unlawful Taking
2	Act 64 / Disorderly Conduct
1	Indecent Exposure
1	Harassment / Trespassing

STATUS OF INVESTIGATIONS FOR 2025

3	CLOSED ARREST
2	UNDER INVESTIGATION
1	CLOSED UNSOLVED
0	CLOSED UNFOUNDED
0	REFER TO OTHER AGENCY
2	CLOSED PROSECUTION DECLINED

REPORTING OFFICER: CHIEF Craig A. Hartley

ORDINANCE COMMITTEE: Elnaggar had nothing to report.

CODE/ZONING ENFORCEMENT REPORT: See attached report.

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

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE
	14 High St	Occupancy		
	60 Kristi Lane	Occupancy		

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	112 S Main St	Junk vehicle / sent notice		
	19 S Main	Junk vehicle / sent notice		
	25 Franklin St	Junk and debris / Sent notice		Cleaned up
	29 W York St	Junk and debris / Sent notice		Cleaned up

VACANT PROPERTIES

NAME	ADDRESS	REASON	CITATION	DATE
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Signed By: *Wayne Smith*
Zoning/Code Enforcement Officer

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MAYOR: Mayor Phil Wagner announced the following:

- Mayor advised that the 250th Anniversary date is set for 6/13/2026 and that he will be attending some other municipal council meetings. Mayor stated that he attended the Arendtsville and Bendersville council meetings and that they are on board with the celebration. Mayor explained that Shaffer found where we can apply for a grant to go towards the celebration. He asked council their thoughts on applying. Council concurred that this would be a good idea and instructed Shaffer to apply for the America 250PA grant.

GLIEM MADE A MOTION TO APPLY FOR THE AMERCIA 250PA GRANT. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

UNFINISHED BUSINESS:

- Adams County COG February 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 GUISE AND SECONDED BY ECKER TO PAY THE BILLS AND ADJOURN THE MEETING AT 8:11 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	\$56,161.10	\$113,397.42	\$94,593.58
DEPOSITS	\$74,557.34	\$39,058.22	\$2,792.23
SUB TOTALS	\$130,718.44	\$152,455.64	\$97,385.81
BILLS	\$42,282.28	\$78,152.39	\$28,479.82
TOTALS	\$88,436.16	\$74,303.25	\$68,905.99
PLGIT TRUST	\$657,530.64	\$418,428.92	\$34,158.38
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$101,145.01	\$259,136.07	\$269.42
DEPOSITS	\$31,599.28	\$976.92	\$.95
SUB TOTALS	\$132,744.29	\$260,112.99	\$270.37
BILLS	\$0	\$0	\$0
TOTAL TRUST (ONLY PLGIT)	\$132,744.29	\$260,112.99	\$270.37
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)
BAL BRO FWD	\$2,293.25	\$7,740.39	\$4,917.94
DEPOSITS	\$43,220.97	\$5,541.94	\$39,963.23
SUB TOTAL	\$45,514.22	\$13,282.33	\$44,881.17
BILLS	\$42,683.63	\$5,541.72	\$39,963.23
TOTALS	\$2,830.59	\$7,740.61	\$4,917.94

Signed,

Kelly Shaffer
Secretary/Treasurer