

Council President Rob Smith called the March 3, 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 -Rob Smith, Neil Ecker, Robert E. Guise, Tom Kennedy, Natalie Spadacino, and Mayor Phil Wagner, and Janet Gliem, and Melinda Warren Elnaggar were absent.

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

Authority Members: Chairman, Nicole Redden, Secretary/Treasurer Michael Landis, Erik Vranich, Phil Wagner, and Fred Nelson was absent.

Guests: Novalea Eckenroad, Gettysburg Times

SPADACINO MADE A MOTION TO APPROVE THE FEBRUARY 3, 2026, 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:

- We anticipate the closeout of the project and release of the retainage to Guyer Brothers after the PennDOT overlay project.
- PennDOT has formally notified the Borough of the upcoming paving project and requested additional information on the sewer and water facilities. We have initially responded and are awaiting on more details that we can provide to Council.
- We have produced and will provide record drawings for the project to assist the operators in future location efforts.

Chapter 94 report:

- The report has been prepared and assembled, including the supplement from Butler Township. The report has been reviewed by the operations staff and is ready for submission to PA DEP pending signature by the Authority chairman. The Council/Authority should make a motion authorizing the signature of the Authority Chairman and for submission of the Chapter 94 report to PA DEP.

AUTHORITY: Redden requested the following motions.

- Make a motion authorizing Nicole Redden to sign the annual Chapter 94 report and authorizing KPI to submit to PA DEP.
 - **LANDIS MADE A MOTION AUTHORIZING NICOLE REDDEN TO SIGN THE ANNUAL CHAPTER 94 REPORT AND AUTHORIZED KPI TO SUBMIT TO PA DEP. WAGNER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- Make a motion authorizing Nicole Redden and Michael Landis to sign the cost share offer letter and adopt a signature resolution to enter an agreement with PennDOT for the potential adjustments of water and sewer facilities to be impacted by the upcoming paving project if the Authority is deemed to be responsible for these costs.
 - **VRANICH MADE A MOTION AUTHORIZING NICOLE REDDEN AND MICHAEL LANDIS TO SIGN THE COST SHARE OFFER LETTER AND ADOPT A SIGNATURE RESOLUTION TO ENTER AN AGREEMENT WITH PENNDOT. WAGNER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

PLANNING COMMITTEE: Smith, nothing to report.

WATER COMMITTEE: Ecker reported on:

Ecker read the February water report.

- In February, our water system pumped a total of 2,784,000 gallons averaging 99,429 gal/day. That is a 6.55% decrease from January 2026 and a 12.80% increase from February 2025.
- February's bacteria samples were collected on the 5th at 38 W York St (Adams County Rescue), 33 Musselman Ave (Boro Office), and 110 South Main St (7-11 store).

- In February, the leak that was discovered on the 4th was discovered to be the Well 6’s drain line.
- On the 13th, Roy with Control Systems 21 was called out to try and diagnose an issue with Well 7 periodically shutting off without cause. He was unable to conclusively find anything that would be causing the breaker to trip. He did find that there was an LED out on a panel that in a very unlikely event, could cause an issue with the circuit that could lead to the breaker tripping. He also found that the flow pacer does not work properly anymore. Instead of adjusting the flow based on demand or setpoint, it is running at a full 200 gallons per minute during hours of operation.
- On the 13th, there was a water main break at the end of the water main on E Hanover St, outside of the Knouse Foods plant. The old Corp was blown off the old 4" cast iron main. The end of the main was capped off by a wood
- log, and the Corp was eroded badly, indicating that this leak existed for an extended period of time before worsening enough that it was able to surface. Chamberlin & Wingert did the repairs.
- On the 18th, Ketterman Electric was contacted to identify an issue occurring at Well 5 where it would randomly shut off for unknown reasons. He identified the issue to be the starter (currently still waiting for ordered parts and will be fixed in the near future). Ketterman also looked at Well 7 and determined the issue to either be the VFD or the well pump.
- On the 20th, Control Systems 21 stopped out to install the LED and were questioned if the level of noise being emitted from the VFD was normal. They said it was abnormally loud, and after inspecting it determined that it was at the end of its lifespan and would likely align with the issues, we have been having with Well 7 sporadically shutting off. Well 7 has shutoff after the replacement of the LED ruling it out as an issue in the circuit.
- On the 27th, Well 7’s VFD finally gave out and the error code appearing can no longer be cleared allowing it to run. Well 7 is currently unable to operate until the VFD is replaced.

Water Operator
Cole McClain

- Ecker asked Shawn if he had anything to add for water. Shawn had nothing to add to the water report.
 - **ECKER MADE A MOTION TO APPROVE THE CONTROL SYSTEMS 21 QUOTE IN THE AMOUNT OF \$6,611.03 FOR A VARIABLE FREQUENCY DRIVE FOR WELL #7. GUISE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

SEWER COMMITTEE: Smith reported on:
Smith read the February sewer report.

- Treated total 5,528,000 gallons
- Average per day 197,429 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 4th Jason from Envirorep was at sewer plant to look at influent pump #2. Pump was not working.
- On the 6th Matt from Steadfast Waterworks dropped off the auger for the influent screen.
- On the 9th It was discovered that pump#2 at the lift station was not working. Called Chamberlain & Wingert.
- On the 10th Promasters was at the sewer plant to repair heat trace on 9002 chem line. They also filled 4239 chemical while they were here.
- On the 10th Matt from Steadfast Waterworks was at the sewer plant to install the finished auger for the influent screen.
- On the 11th Ketterman Electric was at the sewer plant to install 3 GFCI's on SBR platform that needed to be replaced.
- On the 12th Peck's Septic hauled 4 loads (22,000 gals) of sludge.
- On the 13th Envirorep was at the sewer plant to PM the influent pumps.
- On the 13th Control Systems was at the sewer plant to look at the flowchart that had an error message.
 - The repairs to influent screen were an unexpected expense that qualifies as an emergency. I would ask that the council make a motion to pay Steadfast Waterworks \$4,550.00 for these emergency repairs.
 - I am asking the council for a DO meter for the sewer plant. This tool helps the operator to see the dissolved oxygen levels in the basins. This helps the operator to make decisions and adjustments before discovering that there is a problem with the effluent. We do not currently have a meter that can do this. The price of this meter is \$1,167.55 on Blue Book. I am asking the council to make a motion to approve this amount for this meter.

Shawn Decker

Waste Water Operator

- Smith asked Shawn if he had anything to add. Shawn mentioned that it would be nice to have the dissolved oxygen meter. That currently, he is borrowing Arendtsville's, and it would be nice to have one of our own. This would help us avoid the oxygen problem Shawn mentioned.
 - **SMITH MADE A MOTION AUTHORIZING KPI TO SUBMIT THE ANNUAL CHAPTER 94 REPORT TO PA DEP. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
 - **SMITH MADE A MOTION TO PAY STEADFAST WATERWORKS INVOICE FOR \$4,550.00 FOR THE EMERGENCY REPAIR TO THE AUGER FOR THE INFLUENT SCREEN. SPADACINO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
 - **SMITH MADE A MOTION TO APPROVE SHAWN TO ORDER A DISSOLVED OXYGEN METER FOR USE AT THE STP. THE COST IS \$1,167.55 PLUS SHIPPING. KENNEDY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

FINANCE/PERSONNEL COMMITTEE: Smith Reported on:

- Smith advised that Kelly is working on obtaining a grant from the Department of Housing and Urban Development (HUD) for the Borough Street Restoration Project. The deadline to apply is March 10th. Kelly and Ryan at KPI are gathering all the information, and they would like to submit an application for the grant. Kelly explained that it is a 20% match grant and it is being offered through the Federal Government, and she was made aware of the grant through John Joyce's office. Smith mentioned we need to make a motion authorizing Kelly and Ryan to initiate the application process to apply for the grant.

- SMITH MADE A MOTION AUTHORIZING KELLY SHAFFER AND KPI TO INITIATE THE APPLICATION PROCESS FOR APPLYING FOR A GRANT WITH THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) ECONOMIC DEVELOPMENT INITIATIVE. THE REQUESTED FUNDS ARE TO BE ALLOCATED TOWARD THE STREET RESTORATION PROJECT. KENNEDY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PROPERTY/HIGHWAY COMMITTEE: Guise reported on:

- Guise advised that we obtain a quote from the Gettysburg Borough to perform our annual street cleaning. The cost of their quote is \$3,300. He advised that this is the same as last year.
 - **GUISE MADE A MOTION TO ACCEPT THE STREET SWEEPING QUOTE FROM GETTYSBURG BOROUGH FOR \$3,300.00. ECKER SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
 - **GUISE MADE A MOTION AUTHORIZING ROB SMITH AND KELLY SHAFFER TO SIGN THE COST SHARE OFFER LETTER AND ADOPT A SIGNATURE RESOLUTION TO ENTER AN AGREEMENT WITH PENNDOT FOR THE POTENTIAL ADJUSTMENTS OF WATER AND SEWER FACILITIES TO BE IMPACTED BY THE UPCOMING PAVING PROJECT IF THE COUNCIL IS DEEMED TP BE RESPONSIBLE FOR THESE COSTS. KENNEDY SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

SAFETY COMMITTEE: Kennedy had no questions on the February police report and asked the Council if they had any questions.

**BIGLERVILLE POLICE DEPARTMENT
MONTHLY ACTIVITIES REPORT FOR
(FEBRUARY 2026)**

33	COMPLAINTS OR SERVICE CALLS	17	TRAFFIC STOPS		
20	TOTAL ARREST	16	TRAFFIC	4	CRIMINAL CHARGES
6	INVESTIGATIONS	7	WARNINGS	129	Total Hours Worked Hartley
41	Miles Travelled Car 1	558	Miles Travelled Car 2	0	Total Hour Worked David
				25	Total Part Time Hours

TRAFFIC ARRESTS	COMPLAINTS	CRIMINAL ARREST
6 – Expired Registrations	11 – Follow up investigations	1 – Small Amount of marijuana
4 – Expired Inspections	4 – Harassment	2 – Disorderly Conduct
3 – Max Speed	2 – Act 64	1 - Harassment
1 – Required Financial Responsibility	2 – Assist EMS	
1 – Operation Following Suspension	2 – Suspicious Activity	
1 – Notice of Change Address	2 – Motor Vehicle Crash	
	2 – Theft	
	1 – Disorderly Conduct	
	1 – Civil	
	1 – Asst PD	
	1 – Criminal Mischief Not Active	
	1 – Information	
	1 – Reckless Driver	
	1 – Suspicious Vehicle	
	1 – Welfare Check	

TYPE OF INVESTIGATIONS:

2	Disorderly Conduct/ Vape in schools w THC
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2	Theft by Unlawful Taking
1	Act 64 / Marijuana Possession in School
1	Harassment

STATUS OF INVESTIGATIONS FOR 2025

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

REPORTING OFFICER: CHIEF Craig A. Hartley

- Kennedy asked Hartley if he had anything to report. Hartley explained that Joe had surgery last Thursday, and he's doing well. We don't expect him back until May. Hartley advised that he will be in training next week in Harrisburg, it's through the state police.
- Kennedy announced that he will be attending the PSAB conference in Hershey at the end of May and beginning of June.

ORDIANCE COMMITTEE: Spadacino had nothing to report:

**BIGLERVILLE ZONING / CODE ENFORCEMENT
MONTHLY ACTIVITIES REPORT FOR
(February 2026)**

List of Permits

NAME	ADDRESS	PERMIT	DATE	DATE
	60 Kristi Lane	Fence		
	96 East York Street	Occupancy		
	98 East York Street	Occupancy		
	102 East York Street	Occupancy		
	133 N Main Street	Chair Lift		
	74 Hillcrest Drive	Fence		

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	121 E York Street	Junk and debris. Sent notice.		
	121 E York Street	Junk vehicles. Sent notices.		
	114 E. York Street	Junk and debris. Sent notice.		Property was cleaned up.
	73 S Main Street	Junk and debris. Sent notice.		Dumpster was brought in to clean up
	73 S. Main Street	Junk vehicle. Sent notice.		Vehicle was removed

	41 Third St (old Knouse Foods cold storage)	Dangerous building. Send notice to either tear down or have a structural engineer inspection. Met with Knouse Foods and they are scheduling an engineer. They are also making improvements to secure the building.		Met with management. They are bringing in an engineer to inspect condition of building.
	63 E York St	Animal notice / chickens. They agreed to remove the chickens.		Chickens were removed
	125 Fifth St	Junk vehicle. Sent notice.		Pending
	114 E York Street	Snow not removed on sidewalks. Sent notices.		Citations filed
	36 N Main Street	Snow not removed on sidewalks. Sent notices.		Citations filed

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

Mayor: Mayor Phil reported on:

- Mayor Phil provided an update on the preparations for **the 250th Anniversary**. It was reported that the planning process is proceeding on schedule, with significant progress being made in securing corporate and community sponsorships.

UNFINISHED BUSINESS:

- Adams County COG January meeting minutes were provided.

NEW BUSINESS:

- **SMITH MADE A MOTION APPOINTING AARON WELPER TO THE ZONING HEARING BOARD REPLACING TRACY ANGSTADT AFTER HER RESIGNATION EFFECTIVE MARCH 3, 2026. THE TERM ENDS DECEMBER 31, 2026. SPADACINO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

Councilperson Smith reported an invitation from Butler Township to participate in a joint spring cleanup event scheduled for Saturday, April 4, 2026, at the Biglerville Fire Department.

- **Financial Impact:** The estimated cost for participation is \$700.00 (covering roll-off dumpsters and additional tonnage). Smith noted that these funds were not allocated in the current budget.
- **Council Discussion:** While Council acknowledged the event would be a significant benefit to residents, the consensus was to decline participation for the current year due to budget constraints. Council expressed a strong interest in revisiting this for the 2027 budget cycle.
- **Coordination:** Councilperson Spadacino recommended that Butler Township be advised to post clear signage indicating the event is restricted to Butler residents to avoid confusion. Councilperson Kelly agreed to relay this decision and the suggestion regarding signage to Butler Township.

ANNOUNCEMENTS: None

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

ADJOURNMENT:

A MOTION WAS MADE BY GUISE AND SECONDED BY ECKER 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	\$62,064.00	\$63,470.42	\$70,594.07	
DEPOSITS	\$32,895.61	\$65,493.56	\$61,588.85	
SUB TOTALS	\$94,959.61	\$128,963.98	\$132,182.92	
BILLS	\$36,877.35	\$35,084.53	\$20,874.86	
TOTALS	\$58,082.26	\$93,879.45	\$111,308.06	
PLGIT TRUST	\$726,434.12	\$424,458.66	\$29,901.16	
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFETY POLICE PLGIT TRUST FUND	
BAL BRO FWD	\$118,922.26	\$296,718.18	\$279.52	
DEPOSITS	\$337.89	\$860.28	\$.76	
SUB TOTALS	\$119,260.15	\$297,578.46	\$280.28	
BILLS	\$2,685.00	\$0.00	\$0	
TOTAL TRUST (ONLY PLGIT)	\$116,575.15	\$297,578.46	\$280.28	
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	\$3,081.45	\$7,742.07	\$4,917.94	\$1,222.18
DEPOSITS	\$36,615.65	\$5,541.84	\$3,633.02	\$1,131.82
SUB TOTAL	\$39,697.10	\$13,283.91	\$8,550.96	\$2,354.00
BILLS	\$30,236.90	\$5,541.72	\$3,633.02	\$1,121.18
TOTALS	\$3,297.30	\$7,742.19	\$4,917.94	\$1,232.82

Signed,

Kelly Shaffer
Secretary/Treasurer