

Council President Robert Smith called the March 4, 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, Janet L. Gliem, Melinda Warren-Elnaggar (Phoned In), Neil Ecker, Rob Pantaleo, and Mayor Phil Wagner, John Angstadt was absent.

Authority Members Present – Nicole Redden, Michael Landis, Phil Wagner, Fred Nelson, and Erik Vranich were absent from the meeting.

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

Following guests Present – Craig Zack; KPI Technology, Bernie Yannetti, Solicitor; Hartman & Yannetti

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

ECKER MADE A MOTION TO APPROVE FEBRUARY 4, 2025 REGULAR MEETING MINUTES. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

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

- On the Chapter 94 report a draft of the Butler Township supplement to the Borough report has been provided documenting the number of EDUs contributed last year. The final version will be provided for incorporation into the Borough report after signature of Butler Township supervisors at their meeting next week. The Chapter 94 report has been assembled and reviewed by Kevin and will be ready for submission to PA DEP upon receipt of the information from Butler Township and a signature from the Authority Chairman. Zack recommended that the Authority make a motion authorizing signature on the Chapter 94 report and for submission to PA DEP.
- Zack provided an update on the E York Street water line project stating that prior to closing, Pennvest has required the Borough to pass an ordinance to adopt a rate resolution to ensure that the water fund income exceeds the expenses when loan payments become due. As a result, and to allow for passage of the ordinance, the original closing date of February 20 has been pushed now to April 2nd. Zack advised that we will issue the Notice to Proceed to the contractor after closing of the Pennvest loan on April 2nd. The contractor has been notified of the delay and the pre-construction conference is scheduled for Friday April 4th. Council discussed the water rate increase draft ordinance. Ecker mentioned that a meeting was held with Craig Zack, Rob Smith, Kelly, and himself to discuss the options for the increase. He explained that this was the best thing to do. Bernie added that the water revenue must be able to cover the debt service. The funds have to come from water. Bernie advised council that the ordinance would go in effect January 2026. He explained that Pennvest would not let us wait to see, we must show that we will have sufficient income now.
- Zack explained that he contacted the engineer for the railroad improvements project in the area, which included the crossing on E York Street, to express our concerns with having two projects occurring simultaneously and the effect it would have on local traffic. The railroad was advised of our current schedule and should be able to come in after the water line work is completed. The contact for the railroad project engineer led to Zack to direct contacts with Patriot Rail to finally obtain the fully executed license agreement that was executed by the Borough in March 2023. Apparently, the gentlemen we were dealing with for the application left the company around this time. The overdue project schedule was stressed as the railroad needs to review the plans and agreement once again.
- Zack advised council that Tim and Kelly have begun the work of the Butler billing and that Tim is reviewing it and hopes to complete it within a week or two.
- Zack recommended to council to make a motion to have the solicitor and Tim at KPI work on a template agreement to be modified for each project in Butler Township that the feasibility studies have been completed on and amend the current Butler Township agreement. Shaffer mentioned to council that the amendment should include more details in regards to connection to the Borough and who is responsible for paying who. Kevin weighed in on this and mentioned the sewer inspections. If the Borough does them, we have record but the Butler customer should pay the Borough. If Butler does the inspection perhaps something could be provided to the Borough with the inspection information Shaffer suggested. Shaffer expressed to council that the agreement needs to be black and white. Council agreed. Bernie said that he will investigate the agreement further and what can be done.

GLIEM MADE A MOTION TO HAVE BERNIE LOOK INTO THE AGREEMENT AND SEWER HOOKUPS IN BUTLER TOWNSHIP AND WORK WITH TIM AT KPI TO DRAFT AND AMEND THE INTER-MUNICIPAL AGREEMENT WITH BUTLER TOWNSHIP REFLECTING THE PURCHASES OF ADDITIONAL EDU'S FROM THE BOROUGH.

WATER COMMITTEE: Ecker reported on:

- **ECKER MADE A MOTION TO ACCEPT THE WATER RATE INCREASE OF \$2.00 PER UNIT AND TO ESTABLISH A FLAT DEBT OF \$5.00 PER CUSTOMER PER QUARTER DRAFT ORDINANCE DRAFTED BY BERNIE YANNETTI THAT WILL GO ONTO EFFECT JANUARY 2026. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**
- **ECKER MADE A MOTION TO ADVERTISE THE WATER RATE INCREASE/WATER DEBT OF \$5.00 ORDINANCE TO GO INTO EFFECT JANUARY 2026. PANTALEO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.**

Authority Members, Bernie Yannetti, and Craig Zack exited the meeting.

Ecker read the water report.

- In February our water system pumped a total of 2,468,000 gallons averaging 88,143 gal/day. That is a 1 % increase from January 2025 and a 6.3 % increase from February 2024.
- February's bacteria samples were taken on the 4th at 110 South Main Street (7-11 store), 38 West York Street (Adams Couty Surplus), 33 Musselman Ave. (Boro office). Also, well #7 annual Nitrate-Nitrite and annual V.O.C.'s. On the 10th annual Nitrate-Nitrite and Gross Alpha at Well# 5. On the 27th annual Nitrate-Nitrite samples were taken at Well #6. The Gross Alpha sample that was taken at Well #5 should have been taken in 2024. Doug over looked it on the D.W.R.S (Drinking Water Reporting System) Monitoring Requirements. Pa.D.E.P. sent an email, letting me know it was missed. This is a failure to sample violation. This will be on the C.C.R. under violations. When we get the test results, I will send them to D.E.P, then see what happens after that. This test is once every 9 years.
- On the 20th the chlorinator at Well # 6 stopped working. We had trouble with this chlorinator many times, we robbed the new one from Well #5 for sampling purposes. We are down one well till we get a new one. Kelly has it on order.
- Doug completed the 2024 Annual Source Water Protection Program Update. Kelly will email it to D.E.P. and the committee members the first week of March. The due date is March 31st. We still need a chairman for the committee. Dick Mountfort resigned in 2021. Anyone interested talk to Kelly Shaffer.
- On the 28th, Kevin and Doug met with Isaac Frazier the new owner of 670 Yellow Hill Road. This is the property that has the old reservoir land locked. If anyone remembers years ago the prewise owner Craig Bishop wanted us to demolish the area, then he would be interested in it. We know that did not go anywhere. Isaac wants to know what the Boros' plans are for it if any? He has safety concerns for his children and is interested in acquiring it as is. Kelly has pictures of the area.

Water /Wastewater Operator
Doug Hays

- There was a brief discussion in regards to the old reservoir that is on Yellow Hill. The old reservoir is not in use and is bad shape. Ecker stated that it is a dangerous environment. Council discussed getting rid of the piece of property that the Borough does not use anymore. Shaffer advised on the rules set by the Borough Code on selling a piece of Borough owned property. Council asked Shaffer to contact Bernie Yannetti asking for his opinion on the piece of property and how to get rid of the tract of land.

PLANNING COMMITTEE: Smith 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 6,673,000 gallons
- - Average per day 238,000 gallons

- Weekly BOD, CBOD, Phosphorus, Ammonia Nitrogen, TSS, & Fecal Coliform samples
- Weekly nitrate-nitrite & total nitrogen samples
- Monthly Copper & Final Hardness samples
- Form 43 results submitted and approved by the landfill.
- Run Press 14 days
- Televis sewer line to locate the lateral location for the Butler Twp building.
- Televis sewer lateral for the property owner at 154 N. Main St.

Kevin Bollinger
Water/Sewer Operator

- Gliem advised that the Monteleone and Biglerville Heights phase II feasibility studies for sewer connection have been completed. She mentioned that she does not see any reason why we cannot let Butler have the additional EDUs requested. Council concurred. KPI will amend the agreement to include the additional EDUs stated in the previous motion.
- Gliem mentioned the continued issues of I&I and asked Kevin where we are with the research as far as purchasing the meters versus renting. Kevin mentioned that he met with Phil at PA Rural water and that he provided him information. One of the things he mentioned was smoke testing. Kevin said that with smoke testing its confined space entry and you must be trained and have the equipment to do so. He mentioned that it can be done, we will just need to have someone get trained and purchase the equipment. Gliem asked about popping up a manhole to see any I&I. Kevin said they have and they have not been successful. Kevin said that they are calling for rain tomorrow and we can do that and see if we come up with anything. Council discussed option to the ongoing problem. Guise asked Kevin if it could be down spouting's that are discharging into our stormwater. Kevin said that is possible. Kevin said that if we order the meters, we may want to wait to order them because they come with an 18-month warranty. He explained with the E York St water project coming up we will not have time to concentrate on the I&I. He would hate for the warranty to dwindle down. Gliem agreed to wait to order the meters if that is the route the Borough wants to go. Council asked Kevin to look in manholes and see if he comes up with anything. Kevin agreed to do so. Shaffer was asked to contact Butler Township to see if Kevin can have permission to open a manhole in Butler that feeds into the STP. Shaffer agreed to do so.

FINANCE/PERSONNEL COMMITTEE: Smith Reported on:

- Smith advised council that our representative from IGS contacted the office in regards to our electric contract that expires in September. She advised Kelly that it would be better to shop for electric in the Spring, rates appear to be cheaper in the Spring. Smith asked council if they were ok with IGS obtaining prices in the Spring for our electric contract. Council concurred that this would be fine.
- Smith explained to council that the office laptops are ready to be replaced and upgraded. That the old laptops currently used will continued to be used, one of the laptops will go to the sewer treatment plant and the other will be used in the office as a backup. Smith advised that the cost for two new laptops is \$2,000 from Total Tech Solution. Smith for a motion for the purchase.

ECKER MADE A MOTION TO UPGRADE THE (2) LAPTOPS IN THE BOROUGH OFFICE TO PURCHASE FROM TOTAL TECH SOLUTIONS IN THE AMOUNT OF \$2,000. GLIEM SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PROPERTY/HIGHWAY COMMITTEE: Guise reported on:

- The 2025 street sweeping will take place the last full week of April.

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

- Hartley and Shaffer explained the new police software that will be used to issue parking tickets in the Borough. Shaffer advised that it will be an app that can be used on the Police laptops or phones. Tickets can

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be paid via credit card or check in the Borough office. If tickets go unpaid the police department will issue citations.

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

57	COMPLAINTS OR SERVICE CALLS	49	TRAFFIC STOPS
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31	TOTAL ARREST	31	TRAFFIC	0	CRIMINAL CHARGES
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2	INVESTIGATIONS	33	WARNINGS	146	Total Hours Worked Hartley
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281	Miles Travelled Car 1	1296	Miles Travelled Car 2	146.5	Total Hour Worked David
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19	Hartley Vehicle Code Citations	20	Hartley Vehicle Code Warnings	0	Part Time Traffic Citations	0	Hartley Criminal Arrests
12	David Vehicle Code Citations	13	David Vehicle Code Warnings	0	Part Time Traffic Warnings	0	David Criminal Arrests

COMPLAINTS / SERVICE CALLS	TRAFFIC ARREST	CRIMINAL ARREST
13- Follow up	17 – Maximum Speed	0
11 – Assist Law Enforcement	5 - Expired Inspection	
7 - Assist EMS	4 – Expired Registration	
3 – County Court	2 – Driving Under Susp. DUI	
3 – Warrant Service	2 – Driving Under Suspension	
2 – Fireworks Complaints	1 - Permitting Violation of Title	
2 – Information		
2 – Traffic Problems		
2 – Noise Complaints		
2 – Suspicious Activity		
1 – Act 65 Complaint		
1 – Animal / Stray		
1 – Theft/Burglary Not Active		
1 – Ordinance Violation		
1 – Runaway		
1- Reckless Driver		
1 – 911 Hang Up		
1 – Suicide/Psychiatric Compl		
1 – Welfare Check		
1 – Theft from Vehicle Not Active		

TYPE OF INVESTIGATIONS:

1	Theft by Unlawful Taking
1	Theft/Criminal Mischief

STATUS OF INVESTIGATIONS FOR 2025

<u>0</u>	CLOSED ARREST
<u>2</u>	UNDER INVESTIGATION
<u>0</u>	CLOSED UNSOLVED
<u>0</u>	CLOSED UNFOUNDED
<u>0</u>	REFER TO OTHER AGENCY
<u>0</u>	CLOSED IN HOUSE

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
(February 2025)**

COMPLAINTS

NAME	ADDRESS	NATURE OF COMPLAINT	DATE

List of Permits

NAME	ADDRESS	PERMIT	DATE APPLIED	DATE
	15 Rice Ave	Occupancy /Apartments A, B, C, D, E, F		

INVESTIGATIONS/INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME
	112 S Main St	Junk vehicle / sending notice		
	73 S Main St	Junk and debris / Sent notice		Cleaned up
	39 Franklin St	Junk and debris / Sent notice		Cleaned up

VACANT PROPERTIES

NAME	ADDRESS	REASON	CITATION	DATE
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SIDEWALKS INSPECTIONS

NAME	ADDRESS	REASON	DATE	OUTCOME

PAINT LIST

NAME	ADDRESS	REASON	DATE	OUTCOME

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

MAYOR: Mayor Phil Wagner announced the following:

- Train station renovations – He advised he is speaking with Patriot rail about renovations to the train station.
- E York St RR Crossing – Storm water gathers at the inlets. RR Crossing is to get cold patch put in to help with the condition of the crossing. Shaffer added that she spoke to PennDOT in regards to the stormwater issues. PennDOT advised that it is a drain issue within the RR crossing. Shaffer contact Gettysburg & Northern Railroad and they are going to investigate the problem.
- Easter Drive Thru Dinner will be held April 12 at Biglerville Fire Dept. from 12PM – 2PM or until sold out. Food is being provided by anonymous donor.
- Thomas Bros Country Store – He advised that all apartments are rented except for the (2) 2-bedroom apartments and what used to be the house.
- Knouse Foods – Mayor advised that Knouse Foods is back up for sale.

- Mayor advised that he has attended the Arendtsville Borough and Bendersville Borough and addressed their councils about joining together for the 250th anniversary. He said the conversations were good. The date will be June 13, 2026.

UNFINISHED BUSINESS:

- Adams County COG January 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 PANTALEO TO PAY THE BILLS AND ADJOURN THE MEETING AT 8:30 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	\$63,237.04	\$97,034.11	\$68,424.44
DEPOSITS	\$34,404.30	\$60,840.89	\$52,429.58
SUB TOTALS	\$97,641.34	\$157,875.00	\$120,854.02
BILLS	\$41,480.24	\$44,477.58	\$26,260.44
TOTALS	\$56,161.10	\$113,397.42	\$94,593.58
PLGIT TRUST	\$680,024.93	\$416,872.03	\$34,030.08
TITLE:	SPECIAL PLGIT HIGHWAY TRUST FUND	CAPITAL RESERVE PLGIT TRUST FUND	PUBLIC SAFE POLICE PLGIT TRUST FUND
BAL BRO FWD	\$102,295.63	\$258,245.55	\$268.56
DEPOSITS	\$349.38	\$890.52	\$.86
SUB TOTALS	\$102,645.01	\$259,136.07	\$269.42
BILLS	\$1,500.00	\$0	\$0
TOTAL TRUST (ONLY PLGIT)	\$101,145.01	\$259,136.07	\$269.42
ACCOUNT TITLE:	PAYROLL ACNB FUND (No PLGIT)	AUTHORITY ACNB FUND (No PLGIT)	AUTHORITY #2 STP PROJECT 2017- ACNB FUND (No PLGIT)
BAL BRO FWD	\$2,558.32	\$7,700.21	\$4,877.94
DEPOSITS	\$40,797.12	\$11,123.62	\$7,306.04
SUB TOTAL	\$43,355.44	\$18,823.83	\$12,183.98
BILLS	\$41,062.19	\$11,083.44	\$7,266.04
TOTALS	\$2,293.25	\$7,740.39	\$4,917.94

Signed,

Kelly Shaffer
Secretary/Treasurer