

**FAIRFIELD, PENNSYLVANIA**  
**Borough of Fairfield**  
**Minutes of the Borough Council Meeting of**  
**March 24, 2020**

The regular monthly meeting of the Borough Council of Fairfield was held on Tuesday, March 24, 2020, in the parking lot of the Village Hall, 108 West Main Street, Fairfield, PA. In attendance were Council members Camille Cline, Phyllis Gilbert, Nate McNeill, Dean Thomas, and Sally Thomas. Also present was Secretary/Treasurer Susan Wagle.

At 7:00 PM Council Vice President Phyllis Gilbert called the meeting to order.

**Minutes** - On a motion by Mrs. Cline, seconded by Mr. Thomas and carried by unanimous acclamation, the minutes of the Council meetings of February 25 and March 4 were accepted as presented.

**Public Comment** – There were no members of the public present.

**Police Department Report** – Chief Hileman was excused due to COVID-19 concerns. Council acknowledged receipt of the February police report and noted that the Recreation Association opening day parade was canceled due to COVID-19 concerns.

**Fire Department Report** – Council acknowledged receipt of the February Fire Company report.

**Solicitor's Report** – Solicitor Battersby was excused due to COVID-19 concerns, and there was no report.

**Correspondence** – Council acknowledged receipt of a thank you letter from the Joint Parks and Recreation Commission for the recent contribution of \$1,000.00 from Pippinfest funds.

**Review of Financial Reports** – Upon a motion by Mrs. Thomas, seconded by Mrs. Cline and carried by unanimous acclamation, Council accepted the financial reports as presented and authorized payment of Ketterman Electric invoice #12495 in the amount of \$634.68.

**Mayor's Report** – Mrs. Gilbert affirmed on behalf of Mayor Stanley that a Mayoral Declaration of Disaster Emergency was signed on March 21, 2020.

**Enactment** – Upon a motion by Mrs. Cline, seconded by Mrs. Thomas and carried by unanimous acclamation, Council passed Resolution #06 of 2020 extending the mayoral Declaration of Disaster Emergency until such time as the current State of Emergency status is rescinded by both the United States of America and The Commonwealth of Pennsylvania.

**Municipal Service Report** – Council acknowledged that the location of the trash screen has been staked, gutters cleaned on Water and Balder Streets, and the tree trimmed on east side of building.

**Liaison Reports**

**ACBA** – The March 16 meeting was canceled, likely due to COVID-19 concerns.

**COG** – The March 26 meeting has been canceled due to COVID-19 concerns..

**Fairfield Area Historical Society** – The March 19 meeting and the April 16 Victorian Historian presentation have been canceled due to COVID-019 concerns.

**FREMA** – There was no report on the March 15 emergency meeting which was called by the FREMA chairman but was not an actual FREMA meeting.

**HARB** – There was no meeting in March.

**Joint Parks & Recreation Commission** – Mr. Thomas attended the March meeting where there was discussion of postponing the tree planting event. The event was subsequently postponed to an unspecified date, most likely in the fall.

**Municipal Authority** – In the absence of Mrs. Smith there was no report on the March 3 meeting.

**Pippifest** – Mrs. Thomas reported that the committee met on March 10. In anticipation of continued COVID-19 concerns, she will likely cancel the meeting scheduled for April 14.

**Planning Commission** – The March 9 meeting was canceled as no new materials on the Floodplain Ordinance were available for review. An updated draft ordinance was received from the Adams County Office of Planning and Development via email on March 24 and will be forwarded via email to Planning Commission members for consideration.

**Unfinished Business** – Council noted the following updates to unfinished business:

- Mrs. Cline reported that once the environment is more stable and concerns of COVID-19 have relaxed, R.G. Miller will take measurements and provide a quote for providing and installing a new rear entry door.
- The restoration of historic bells is temporarily on hold.
- There was no new information regarding the project to clean stormwater drains.
- No date has been set to resume photographing Historic Minutes books, and it was agreed that the topic can be removed from the agenda until such time as a date has been established.
- Upon a motion by Mr. Thomas, seconded by Mrs. Cline and carried by unanimous acclamation, Council voted to cancel the April 18 E-recycling event in anticipation of continued COVID-19 concerns.
- Materials for the trash container enclosure were picked up on March 10, and post locations have been marked. The project requires two people to handle fence sections and is temporarily on hold.

**New Business** – Upon a motion by Mrs. Thomas, seconded Mrs. Cline, and carried by unanimous acclamation, Council indicated support of aligning the due dates for 2020 municipal tax payments to coincide with those established by Adams County for payment of county taxes, if Adams County should enact such changes. The discount date would move to June 30 and the face payment date to October 31.

**Next Meetings** – Upon a motion by Mrs. Cline, seconded by Mr. McNeill and carried by majority acclamation with Mr. Thomas dissenting, Council canceled the Council meeting scheduled for April 1. The April 28 meeting will remain as scheduled, to convene at 7:00 PM.

**Adjournment** – Upon a motion by Mrs. Cline, seconded by Mrs. Thomas and carried by unanimous acclamation, the meeting adjourned at 7:16 PM.

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Susan E. Wagle  
Secretary/Treasurer

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Phyllis V. Gilbert  
Council Vice President