

**FAIRFIELD, PENNSYLVANIA**  
**Borough of Fairfield**  
**Minutes of the Borough Council Meeting of December 22, 2020**  
**At the Fairfield Village Hall and remotely via the Zoom platform**

The regular monthly meeting of the Borough Council of Fairfield was held on Tuesday, December 22, 2020, in the Village Hall meeting room, 108 West Main Street, Fairfield, Pennsylvania, with the option for remote participation via the Zoom platform.

In attendance at the Village Hall were councilors Camille Cline, Phyllis Gilbert, Patricia Smith, and Dean Thomas as well as Solicitor Matthew Battersby, Mayor Robert Stanley and Secretary Susan Wagle. In attendance remotely via the Zoom platform were councilors Nate McNeill, Pat Pileggi, and Sally Thomas as well as Carroll Valley Police Chief Richard Hileman.

At 7:00 PM Council President Patricia Smith called the meeting to order and Council recited the Pledge of Allegiance.

**Minutes** – On a motion by Mrs. Cline, seconded by Mrs. Gilbert and carried by roll call vote of 7-0, the minutes of the Council meeting of December 2, 2020 were accepted as presented.

**Public Comment** – There was no public comment.

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

**Police Report** – Chief Hileman reviewed the November police report and fielded questions from Council. He reported that there is a permanent drop box for expired medication on site at the Carroll Valley municipal building.

At 7:17 PM Chief Hileman left the meeting.

**Solicitor Report** – Solicitor Battersby reported that he has reviewed and approved the proposed Zoning Ordinance amendment and related advertising documents. He recommended that the Borough add standards for a junk yard ordinance noting that licensing is required, and screening requirements and posting of a bond should be included in the ordinance standards. The topic will be included on the January Planning Commission agenda.

At 7:23 PM Solicitor Battersby left the meeting.

**Enactments**

- On a motion by Mr. Thomas, seconded by Mrs. Gilbert and carried by roll call vote of 7-0, Council passed Resolution 17 of 2020 adopting the updated Adams County Hazard Mitigation Plan.
- On a motion by Mrs. Gilbert, seconded by Mr. Thomas and carried by roll call vote of 7-0, Council passed Resolution 18 of 2020 authorizing the intention to dispose of non-essential records from the years 2014 through 2016.

**Correspondence** – Council acknowledged a note of thanks sent to Mayor Stanley for his participation in last September's 9-11 event.

**Code Enforcement report** – There was no code enforcement officer report for consideration.

**Review of Financial Reports** – On a motion by Mrs. Gilbert, seconded by Mrs. Cline and carried by roll call vote of 7-0, the financial reports were accepted as presented and payment of \$75.00 to renew membership with Preservation PA was authorized.

**Mayor's Report** – Mayor Stanley reported on Adams County Covid-19 statistics.

**Municipal Service Report** – The municipal employee recently assisted in setting up Christmas decorations at the Village Hall, washed the exteriors of most of the windows at the Village Hall, cleared leaves from the tops of storm drains before the December 16 snowfall, and cleared snow from sidewalks at the Village Hall and the community mailbox area.

**Committee Reports - None**

### **Liaison Reports**

**COG** – Mrs. Smith reported on the December 17 COG meeting which was conducted via Zoom as the Adams County Emergency Services building remains closed to the public. A presentation on the area tourist industry was made by Norris Flowers, and the membership approved the budget and officers for 2021.

**Fairfield Area Historical Society** – There was no meeting in December.

**FREMA** – Mayor Stanley reported on the December 21 FREMA meeting at which consideration is being given to updating the By-Laws, including the rate of pay for the Emergency Management Coordinator (EMC) and Deputy EMC which has not changed since 2006. Council agreed to discuss further at the January 6 meeting.

**HARB** – There was no HARB meeting in November. On a motion by Mrs. Gilbert, seconded by Mr. Thomas and carried by roll call vote of 7-0, Frank Cool was reappointed to a new five-year term on the Historical Architectural Review Board, beginning January 1, 2021.

**Joint Parks & Recreation Commission** – There was no report on the December 8 meeting.

**Municipal Authority** – Mrs. Smith reported that the Authority is still working on finalizing a right-of-way agreement with Hamiltonban Township. On a motion by Mrs. Cline, seconded by Mrs. Gilbert and carried by roll call vote of 7-0, Council made two appointments to the Municipal Authority Board: Randall Alexander to a new 5-year term, serving through December 31, 2025; and Mark Keller to fill the unexpired term of Dane Wagle, serving through December 31, 2021.

**Planning Commission** – Mr. Thomas reported that the December 14 Planning Commission meeting was conducted with the option for remote participation; Dave Metz attended remotely with Vice Chairman Frank Cool conducting the meeting in person. The Planning Commission voted unanimously to recommend that Council adopt the proposed Zoning Ordinance amendment which was presented to Council at their meeting on December 2. Commission members also received a draft version of a new nuisance ordinance for consideration and agreed that the draft should be provided to Council for input in preparation for further discussion by the Planning Commission. Mr. Thomas distributed copies for discussion at the January 6, 2021 meeting. In addition to working on an updated nuisance ordinance the Planning Commission will be reviewing all authorized uses in the Zoning Ordinance and the mechanisms by which they are authorized to determine if changes would be beneficial.

## **Unfinished Business**

- The Secretary has spoken again with Bill Jacobs regarding restoration and display of the historic bell(s).
- On December 15 storm windows were installed on the windows at the rear of the Village Hall. The installer aborted the installation of the remaining windows as they were covered with protective papers that were too time-consuming to remove on site. A new install date has been planned for December 31<sup>st</sup>. Council requested that costs be investigated to install a protective storm window over the stained glass window above the front door.
- At the December 16 hearing, the Zoning Hearing Board authorized a special exception for expansion of a building used for a non-conforming use at 207 West Main Street. The applicant will be required to meet the zoning standards of the Village Core zoning district.

## **New Business**

- On a motion by Mrs. Cline seconded by Mrs. Gilbert and carried by roll call vote of 7-0, Council made two reappointments to the Zoning Hearing Board: Ed Kane to serve as a primary member and Rick Cordell to serve as an alternate member for new three year terms to end on December 31, 2023.
- Mrs. Thomas shared that interest in improving the festive appearance of Fairfield Borough has been expressed by a group of Carroll Valley Borough citizens. No detailed suggestions have as yet been received from the group. Mrs. Thomas will convey to them information received from Met-Ed pertinent to use of electric company poles should they be integrated into a decorating plan. After some discussion of decorating done in prior years, by general consensus Council agreed to address the topic in July of 2021, as there is not time to take any action for this year's Christmas season.
- The Secretary distributed information on ECHO housing for Council consideration between now and the January 6 meeting.

## **Anything for the Good of the Borough**

On a motion by Mrs. Cline, seconded by Mrs. Gilbert and carried by roll call vote of 7-0 Council appointed Dean Thomas to serve as alternate liaison to the Joint Parks and Recreation Association.

In response to inquiry by Mr. Pileggi the Secretary affirmed that the Polley Farm is incorporated into the Borough's Historic District.

**Next Meetings** – The next meetings of the Borough Council are scheduled for January 6, 2021, at 9:00 AM and January 26, 2021 at 7:00 PM.

*Mrs. Smith requested that the record reflect Council's recognition and appreciation of Dave Metz for the many years of service he provided serving the Borough – both on the Planning Commission where for many years he served as Chairman and on the Pippinfest Committee. On behalf of the Council she expressed sympathy to his family and acknowledged that the Borough will genuinely feel his loss.*

**Adjournment** – On a motion by Mrs. Gilbert, seconded by Mr. Thomas and carried by unanimous acclamation, the meeting adjourned at approximately 8:20 PM.

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Susan E. Wagle, Secretary

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Patricia T. Smith, President