

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
RE-ORGANIZATIONAL  
MEETING MINUTES  
JANUARY 03, 2017  
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ROLL CALL	SUPERVISORS – Bruce Trostle, Andy Ritter, Pete Picciurro, Kelley Moyer-Schwille and Brian Schmick  ATTENDEES – Faye Romberger, and Chief Thomas Wargo
CALL TO ORDER	The Re-Organizational Meeting of the Carroll Township Board of Supervisors was called to order by Supervisor Ritter at 6:30 p.m. The location of the meeting is the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.
APPOINTMENT OF TEMPORARY CHAIRMAN	It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Schmick, and unanimously carried to appoint Andy Ritter as Temporary Chairman.
ELECTION OF CHAIRMAN	It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to elect Bruce Trostle as Chairman of the Board for the year 2017.
ELECTION OF VICE-CHAIRMAN	It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to elect Brian Schmick as Vice-Chairman of the Board for the year 2017.
APPOINTMENT OF CHIEF OF POLICE	It was moved by Chairman Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to appoint Thomas J. Wargo as Chief of Police and enter into the Employee Agreement dated January 3, 2017 that runs from January 1, 2017 to December 31, 2017, and set the salary at \$86,993.80.
APPOINTMENT OF SECRETARY/ TREASURER	It was moved by Supervisor Ritter, seconded by Supervisor Schmick, and unanimously carried to re-appoint Faye Romberger as Secretary/Treasurer and set the rate of pay at \$27.60 per hour.
SET SECRETARY BOND	It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to set the Secretary Bond in the amount of \$1,000,000.00.

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APPOINTMENT OF SUPERVISORS TO WORK ON THE ROADS

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to appoint all Supervisors to work on the roads in Carroll Township in an emergency if necessary.

APPOINTMENT TO ZONING HEARING BOARD

It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to re-appoint Gary D. Reihart to the Carroll Township Zoning Hearing Board for a three-year term to expire January 2020.

APPOINTMENT TO CARROLL TWP. LOGAN PARK AUTHORITY TABLED

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to table the appointments for the Carroll Township's Representatives on the Logan Park Authority at this time.

It was moved by Supervisor Moyer-Schwille, seconded by Chairman Trostle, and unanimously carried to authorize the Office Staff to advertise for letters of interest to fill the unexpired term of Shelvy Moorhead and the five-year term on the Logan Park Authority.

APPOINTMENT TO CARROLL TWP. VACANCY BOARD

It was moved by Chairman Trostle, seconded by Supervisor Picciurro, and unanimously carried to re-appoint Norman Shelly, Jr. to serve on the Carroll Township Vacancy Board for 2017.

APPOINTMENT OF TOWNSHIP SOLICITOR

It was moved by Supervisor Ritter, seconded by Supervisor Schmick, and unanimously carried to re-appoint Stone, Wiley & Linsenbach, PC, Duane Stone, Esquire, as Carroll Township's Solicitor at the rate of \$165.00 per hour for everything except litigations, and \$185.00 per hour for litigations for 2017.

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APPOINTMENT OF TOWNSHIP SEWAGE ENFORCEMENT OFFICER

It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to re-appoint Gary L. Morrow as Carroll Township’s Sewage Enforcement Officer and set the compensation as per the 2017 fee schedule as submitted.

It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to appoint Hoover Engineering Services, Inc. - Tim Wargo as the Alternate Sewage Enforcement Officer and set compensation as per the 2017 fee schedule as submitted.

APPOINTMENT OF TOWNSHIP ENGINEER

It was moved by Chairman Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to appoint Barton & Loguidice – Mark Bruening, P.E. as Carroll Township’s Township Engineer and set the compensation as per the 2017 fee schedule as submitted.

APPOINTMENT OF UCC INSPECTOR

It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to re-appoint RAS Engineering as a Carroll Township’s UCC Inspector and set the compensation as per his 2017 fee schedule as submitted.

It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to re-appoint ARRO Consulting, Inc. as a Carroll Township’s UCC Inspector and set the compensation as per their 2017 fee schedule as submitted.

APPOINTMENT OF TOWNSHIP AUDITORS TABLED

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to authorize the Office Staff to advertise for letters of interest to fill the vacancies for the Township Auditors for a six-year term, four-year term and two-year term.

APPOINTMENT OF OPEN RECORD OFFICERS

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to re-appoint Josephine Patton, for the Administration side, and Chief Thomas Wargo, for the Police Department as Carroll Township’s Open Record Officers for 2017.

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APPOINTMENT OF EMERGENCY MANAGEMENT COORDINATOR	It was moved by Supervisor Ritter, seconded by Supervisor Schmick, and unanimously carried to re-appoint Aaron Harner as Carroll Township's Emergency Management Coordinator for 2017.
CERTIFY DELEGATE TO VOTE AT THE STATE CONVENTION	It was moved by Chairman Trostle, seconded by Supervisor Ritter, and unanimously carried to appoint Brian Schmick as the voting delegate at the PSATS State Convention.
AUTHORIZE PAYMENT OF REGISTRATION FEES	It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to authorize the Secretary to pay the registration fees for the State Convention as soon as the bill arrives for Jo Patton, Brian Schmick, and Faye Romberger at \$150.00 each.
RESOLUTION 2017-02 NAMING DEPOSITORY	It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to adopt Resolution Number 2017-02 naming Mid Penn Bank, Members 1 <sup>st</sup> Federal Credit Union, and PNC Bank as the Depository for the General Fund, State Fund, D.A.R.E. Fund, Street Lighting Fund, and all other Funds.
RESOLUTION 2017-03 SIGNATURES ON ACCOUNTS	It was moved by Supervisor Ritter, seconded by Supervisor Schmick, and unanimously carried to adopt Resolution Number 2017-03 naming the Secretary/Treasurer – Faye Romberger, Chairman of the Board – Bruce Trostle, Vice-Chairman of the Board – Brian Schmick, and Assistant Secretary/Treasurer – Josephine Patton, as authorized signatures on all accounts.
RESOLUTION 2017-04 POLICE PENSION CONTRIBUTION	It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to adopt Resolution Number 2017-04 to require all Police Officers to contribute five percent (5%) to the Police Pension Fund for the year 2017.

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**SET MILEAGE  
REIMBURSEMENT**

It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to set the mileage reimbursement for use of private vehicles on Township business at the Federal Government current allocation of 53.5 cents per mile.

**APPOINTMENT TO  
YORK ADAMS  
TAX BUREAU AND  
TAX COLLECTION  
COMMITTEE**

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to appoint Andy Ritter as Carroll Township's Representative to the York Adams Tax Bureau and Tax Collection Committee.

It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to appoint Brian Schmick as Carroll Township's Alternate Representative to the York Adams Tax Bureau and Tax Collection Committee.

**APPOINTMENT TO  
CAPITAL REGION  
COG BOARD OF  
DELEGATES**

It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to appoint Brian Schmick as the Delegate and Bruce Trostle as the Alternate to the Capital Region COG Board as Carroll Township's Delegates.

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COMMITTEE  
APPOINTMENTS  
TABLED

It was moved by Supervisor Ritter, seconded by Supervisor Picciurro, and unanimously carried to table the appointments to the Committees until the January 09, 2017 Board of Supervisors meeting.

1. Recreation –
2. Personnel –
3. Roads & Building –
4. Planning –
5. Police –
6. Financial –
7. Emergency Services –
8. Dillsburg Area Authority –
9. Capital Region COG –
10. York Adams Tax Bureau –

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SET MEETING  
DATES, TIME  
AND OFFICE  
CLOSED DATES  
FOR 2017

It was moved by Chairman Trostle, seconded by Supervisor Picciurro, and unanimously carried to set the meeting dates, time and office closed dates for 2017 as follows:

The office hours will be Monday through Friday from 8:30 a.m. to 4:30 p.m.

The Board of Supervisors will meet at the Carroll Township Municipal Building at 555 Chestnut Grove Road, the second Monday of each month at 6:30 p.m. The following are the meeting dates for 2017: January 3 (Tuesday – Re-organizational meeting) January 09, February 13, March 13, (MS4 Permit Update), April 10, May 08, June 12, July 10, August 14, September 11, October 09, November 13, December 11, and January 02, 2018 (Tuesday – Re-organizational meeting)

The Board of Supervisors will be holding Work Sessions the first Monday of every month starting in February at 6:30 p.m. The following are the Work Session meeting dates for 2017: February 06, March 06, April 03, May 01, June 05, July 03, August 07, September 05(Tuesday), October 02, November 06 and December 04.

The Township Municipal Office will be closed on the following Holidays in 2017: New Year's Day – January 2, President's Day – February 20, Good Friday – April 14, Primary Election – May 16, Memorial Day – May 29, Independence Day – July 4, Labor Day – September 04, General Election – November 07, Veteran's Day – November 10, Thanksgiving Day – November 23, Friday after Thanksgiving – November 24, Christmas Day – December 25, New Year's Day – January 1, 2018.

Supervisor Ritter stated that the Primary Election and General Election days are listed in the Personnel Manual for Non-Uniform Employees as Holidays. The Personnel Manual would have to be amended to remove these two days. He is asking that the Personnel Committee review the current Personnel Manual for 2017.

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**PUBLIC  
COMMENTS**

Chairman Trostle called for public comment. There were no public comments.

**ADJOURNMENT**

It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to adjourn the meeting at 7:15 p.m.

Respectfully submitted,

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Faye L. Romberger, Secretary