

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 09, 2017
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ROLL CALL	SUPERVISORS – Andy Ritter, Bruce Trostle, Brian Schmick and Kelley Moyer-Schwille
ATTENDEES	Faye Romberger, Mark Bruening, Brian Linsenbach, Chief Thomas Wargo, Chief Mike Whitzel, Peggie Williams, Raphael LaRocca, Gary Morrow, Keith Heckert, Deputy Chief Wilbur Stough, Assistant Chief Bill Stahl, Captain Chad Lindsay, Lieutenant Kaitlin Stough, Fire Police Captain Tim Trump, Fire Chief Michael Whitzel, EMT Rodger Laforce and Conrad Miller.
CALL TO ORDER	Chairman Trostle called the regularly scheduled meeting of the Carroll Township Board of Supervisors to order at 6:31 p.m. The location of the meeting is the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.
EXECUTIVE SESSIONS	Chairman Trostle announced that the Board of Supervisors held Executive Sessions on Tuesday, January 03, 2017, and Monday, January 09, 2017 to discuss litigation issues.
APPROVAL OF THE TREASURER'S REPORT	<p>It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to approve the Treasurer's Report dated January 09, 2017 as submitted, which includes the Open Bill List up to and including January 06, 2017 in the amount of \$30,691.89, Cash Flow Report for December 2016, Compared to Budget Reports for December 2016, and Check Register Report for December 2016 to ratify the December 2016 Bill List.</p> <p>Supervisor Schmick questioned the bill for the 32 gallon recycling containers.</p>
EMERGENCY REPORTS	<p>Robert Kauffman from Citizen's Hose Co. No. 1 presented a combined Fire Report for Franklinton & Community Fire Company and Citizen's Hose No. 1 for December 2016.</p> <p>Keith Heckert, EMS Operations Manager, presented the Citizens' Hose Company No. 1 EMS Report for December 2016.</p>

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**LIFE SAFETY
AWARD**

The following Emergency Responders received the Life Safety Award for an incident that happened last year. They are: Deputy Chief Wilbur Stough, Assistant Chief Bill Stahl, Captain Chad Lindsay, Lieutenant Kaitlin Stough, Fire Police Captain Tim Trump, Fire Chief Michael Whitzel, EMT Rodger Laforce and Conrad Miller.

NEMA UPDATE

Raphael LaRocca from the York County NEMA gave a brief overview of NEMA and talked about some planning considerations and they are working on updating the NEMA plan which will need a promulgation when it is completed.

PUBLIC COMMENT

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

**SEWAGE
ENFORCEMENT
OFFICER REPORT**

Gary Morrow, Township Sewage Enforcement Officer, presented his report for the month of December 2016. Mr. Morrow updated the Board on the septic problem at 293 Camp Ground Road.

**PRELIMINARY/
FINAL LAND
DEVELOPMENT
PLANS FOR
BOB RUTH FORD
DEALERSHIP
TIME EXTENSION**

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to accept the time extension of ninety days for the review of the Preliminary/Final Land Development Plans for the Bob Ruth Ford Dealership until April 02, 2017.

**FINAL PLANS FOR
LOGAN MEADOWS
PHASE III
TIME EXTENSION**

It was moved by Supervisor Ritter, seconded by Supervisor Schmick, and unanimously carried to accept the time extension for the review of the Final Subdivision Plans for Logan Meadows Phase III until March 06, 2017.

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MS4 UPDATE

MS-4 Program – Items that need to be addressed in 2017 from the DEP Audit in December 2016:

- The Public Education and Outreach Program (PEOP) written plan
- The Public Involvement and Participation Program (PIPP) written plan
- The Illicit Discharge Detection and Elimination (IDD&E) Program – written plan and needs an Ordinance
- The Post Construction Stormwater Management facility inspection/monitoring written plan
- The written Operation & Maintenance Plan for municipal facilities and activities
- The written employee training program
- Updated Memorandum of Understanding between the Township and York County Conservation District – County is working on this
- MS4 Coordinator
- A map of all outfalls, receiving waters, stormwater collection systems, swales, basins, etc. – working on this now

It was moved by Chairman Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize Mark Bruening, P.E., Township Engineer to start addressing the comments/deficiencies that were listed on the DEP's MS4 Compliance Inspection Report dated January 03, 2017.

DVH ASSOCIATES
REQUEST FOR
SURETY RELEASE

DVH Associates are requesting a surety release for Logan Meadows Phase I. They are requesting that \$263,700.00 of improvements be released.

Mark Bruening, P.E., Township Engineer, will be reviewing the surety release request and will be planning a field inspection to determine how much surety can be released. Mr. Bruening will have a report for the Board at their February 6, 2017 Work Session to discuss. This matter will be on the February 13, 2017 Board of Supervisors Agenda to take action. The deadline date for action is February 13, 2017.

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ANNEX REQUEST
BY DILLSBURG
BOROUGH FOR
LAND AT THEIR
NEW PARK

Brian Linsench, Esquire, stated that Dillsburg Borough is requesting that the five acres (approximately) purchased from Hershey Command Center in 2015, that are located in Carroll Township and were added to their park, be annexed to the Borough. This annexation will have to be a Referendum to be voted on by both Municipalities at an election. There will be more information coming when available.

RESOLUTION
NUMBER 2017-05
APPOINT PUBLIC
ACCOUNTANT TO
AUDIT THE BOOKS

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to adopt Resolution Number 2017-05 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania appointing a Certified Public Accountant to make an examination of all the accounts of Carroll Township for the Fiscal Year 2016.

APPOINTMENT OF
CERTIFIED PUBLIC
ACCOUNTANT
FIRM

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to appoint Smith Elliott Kearns & Company, LLC (SEK & Co) as the Certified Public Accountant firm to audit the entire Township Accounts for the Fiscal Year 2016 and set the rate of pay at \$6,375.00.

HIRE PART-TIME
HIGHWAY
EMPLOYEE FOR
SNOW REMOVAL

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to hire Chad Reed as a part-time Highway Employee for snow removal only and set the compensation at \$16.00 per hour, as needed.

PERMISSION TO
ADVERTISE FOR
PART-TIME
HIGHWAY
EMPLOYEE

It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schulle, and unanimously carried to authorize the Township Staff to advertise for a new Part-Time Highway Employee to work twenty-nine (29) hours per week.

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**COMMITTEE
APPOINTMENTS**

Chairman Trostle appointed the Supervisors to the following Committees:

1. Recreation – Supervisors Schmick and Moyer-Schwille
2. Personnel – Supervisors Ritter and Trostle
3. Roads & Building – Supervisors Moyer-Schwille and Picciurro
4. Planning – Supervisors Moyer-Schwille and Picciurro
5. Police – Supervisors Trostle and Moyer-Schwille
6. Financial – Supervisors Trostle and Ritter
7. Emergency Services – Supervisors Moyer-Schwille and Ritter
8. Dillsburg Area Authority – Supervisors Schmick and Trostle
9. Capital Region COG – Supervisors Schmick and Trostle
10. York Adams Tax Bureau – Supervisors Ritter and Schmick

**APPOINTMENT TO
THE LOCAL
GOVERNMENT
ADVISORY
COMMITTEE**

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to appoint Kelley Moyer-Schwille to the 2017 Local Government Advisory Committee of York County as Carroll Township's Representative and Pete Picciurro as the Alternate.

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POLICE REPORT Chief Thomas Wargo presented the Police Report for the month of December 2016.

FULL TIME
OFFICER
COMPLETED
PROBATIONARY
PERIOD
OFFICER SOLOMON Chief Wargo informed the Board that Officer Laura Solomon has successfully completed her one year probationary period effective January 04, 2017. She is now a full time police officer.

PERMISSION TO
PURCHASE OUTER
VESTS It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to authorize Chief Wargo to purchase the Outer Vests for twelve (12) Police Officers in the amount of, and not to exceed, \$4,550.00 to come out of line item 01-410-311. Chief Wargo stated that the American Legion donated \$4,550.00 for these vests to be purchased and this money was allocated to line item 01-410-311.

Supervisor Schmick thanked the American Legion for their donation.

ADJOURNMENT It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary