

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 2 of 10**

APPROVAL OF THE
TREASURER'S
REPORT

It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to approve the Treasurer's Report dated June 13, 2016 as submitted, which includes the Open Bill List up to and including June 13, 2016 in the amount of \$50,427.53, Cash Flow Report for May 2016, Compared to Budget Reports for May 2016, and Check Register Report for May 2016 to ratify the May 2016 Bill List.

Supervisor Schmick questioned the Pennoni Associates, Inc. invoice for June 2016. He was wondering if this was follow up work from before. He also questioned Talley Petroleum Enterprises invoice as far as if this is part of York County pricing.

APPROVAL OF THE
MAY 09, 2016
MINUTES

It was moved by Supervisor Picciurro, seconded by Supervisor Schmick, and carried to approve the May 09, 2016 Board of Supervisors Meeting Minutes as submitted.

Supervisor Moyer-Schwille abstained from the vote because she was not on the Board at that time.

Supervisor Schmick stated that on Page 11 under the subject for Copier Lease his statement should be changed to read copies (maintenance) should **NOT** be included in the lease. After reviewing the tape recording of the May 09, 2016 meeting the statement will stand as stated in the minutes.

APPROVAL OF THE
JUNE 06, 2016
SPECIAL MEETING
MINUTES

It was moved by Supervisor Schmick, seconded by Chairman Ritter, and carried to conditionally approve the June 06, 2016 Board of Supervisors Special Meeting Minutes contingent upon changing the motion to read as the following: unanimously carried to appoint Kelley Moyer-Schwille to the Carroll Township Board of Supervisors to fill the unexpired term of Edward Coble until January 2018 **pending successful background checks**. After reviewing the tape recording of the June 06, 2016 meeting the motion will be amended as requested.

Supervisor Moyer-Schwille abstained from the vote because she was not on the Board at that time.

Supervisor Schmick stated that the motion should be amended to add pending successful background checks.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 3 of 10**

APPROVAL OF THE
JUNE 06, 2016
WORK SESSION
MINUTES

It was moved by Supervisor Picciurro, seconded by Supervisor Schmick, and carried to approve the June 06, 2016 Board of Supervisors Work Session Minutes as submitted.

Supervisor Moyer-Schwille abstained from the vote because she was not on the Board at that time.

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the month of May 2016.

PERMISSION
TO PURCHASE
FOUR
TASERS AND
BATTERY PACKS

It was moved by Chairman Ritter, seconded by Supervisor Picciurro, and unanimously carried to purchase four Tasers and four battery packs from Taser International at the quoted price of \$4,044.52. This is an approved budgeted purchase with the funds coming from Line Item Number 01410750 Capital Minor Machinery and Equipment.

HIRING OF
PART-TIME POLICE
CLERICAL POSITION
LORI SNIDER

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to hire Lori Snider as a Part-time Carroll Township Police Clerical position effective Monday, July 04, 2016 for 29 hours per week and set the compensation at \$14.44 per hour.

FULL TIME
OFFICER
COMPLETED
PROBATIONARY
PERIOD
OFFICER SUNDAY

Chief Wargo informed the Board that Officer Brian Sunday has successfully completed his one year probationary period effective June 08, 2016. He is now a full time police officer.

NEW POLICE
VEHICLES ARE
HERE

Chief Wargo stated that both new police vehicles are in. The van had both front doors painted white. Next the radio system will be installed and then it will be going to the striping company to have the stripes done. The new unmarked car is about 75% done and should be ready for the road by Wednesday daylight shift.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 4 of 10**

RESOLUTION
NUMBER
2016-12
DONATE OLD
LED LIGHT BAR
AND CONTROL
BOX

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Picciurro, and unanimously carried to adopt Resolution Number 2016-12 – A Resolution authorizing the disposal of surplus personal property. This Resolution authorizes the Carroll Township Police Department to donate at no charge, the old police LED light bar and control box to the Franklinton Community Fire Department.

Chief Wargo stated that the light bar will be converted over to all red lights for this use. There will be no red and blue lights on the bar and the conversion will be taken care of before the light bar is turned over to them. Chief Wargo stated he feels the light bar and the control box is valued between \$100.00 to \$200.00.

Supervisor Schmick questioned that both Resolutions reference the property value of less than \$1,000.00 amount. Is there a reason for this?

RESOLUTION
2016-13
PERMISSION TO
SELL OLD
PROPERTY

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to adopt Resolution 2016-13, as per Section 1504(b) of the Second Class Township Code, to forward the old property which includes various hand tools that were evidence/seized/found or recovered by the Carroll Township Police Department and Patrol Car 8 a 2009 Ford Crown Vic to be sold by Capital Region Council of Government (Cap COG) at their Wednesday, July 20, 2016 Public Auction.

Supervisor Moyer-Schwille questioned what happens to the money that is received from the auction.

Supervisor Schmick questioned property value of less than \$1,000.00 and the items should be listed in the Resolution.

Chairman Ritter stated to modify the Resolution to list the tools.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 5 of 10**

**EMERGENCY
REPORTS**

Michael Whitzel, Chief, presented the Franklinton & Community Fire Company Fire Report for May 2016.

Robert Kauffman, Deputy Chief, presented the Citizen's Hose Company No. 1 Fire Report for May 2016.

Keith Heckert, EMS Operations Manager, presented the Citizen's Hose Company No. 1 EMS Report for May 2016.

**MERGER/
CONSOLIDATION
OF CITIZEN'S AND
FRANKLINTOWN
FIRE COMPANIES**

Frank Wirth, Chairman of the North West York County Steering Committee, is working with Citizen's Hose and Franklinton Community Fire Departments on a Merger/Consolidation Plan. The Mission Statement of the Steering Committee is determine solutions to the challenges and problems facing emergency services of Northwestern York County. Up to October 2015, all three local fire companies where involved. In December 2015, Monaghan Fire Company withdrew from the process. Currently the fire companies are in an alliance for joint training, joint riding of apparatus, sharing of apparatus and resources. The next step Merger/Consolidation which includes needs assessment, structure of a new organization, recruitment and retention, financing with a Capital Improvement Plan. The Subcommittees includes finance, by-laws, fire ops, EMS ops, and local government. The committee is currently reaching out to other organizations that have merged/consolidation, conducting needs assessment, and EMS will be part of the merger. They are hoping by the end of 2016 the merger/consolidation will be completed, but it may take longer in order to do it correctly. Mr. Wirth invited the Board to the monthly meetings. The meetings are held on the third Monday of each month at Citizen's Hose.

Chief Wargo questioned if the Fire Police will fall under the Fire Department.

Vicky Church questioned why Monaghan Fire Company withdrew from the process.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 6 of 10**

**MAINTENANCE
ON BASEBALL
FIELD**

Barry Horvath from South Mountain Baseball is asking the Board to help with some of the proposed maintenance on the baseball field. They would like to cut back the grass around the crown of the baseball field by 10 feet to bring the field to the proper size. South Mountain Baseball will perform this work and haul away the sod. They would like Carroll Township to buy the Diamond Tex which will cost approximately around \$3,106.01. Then they would like to install a frost proof water hydrant between the full size baseball field and the Challenger field. This would enable the proper maintenance of these two fields. South Mountain Baseball will perform this work as well as buy the hydrant. They are asking Carroll Township to provide the black flexible water line and possibly rent a ditch witch for the project.

Chairman Ritter stated the hose bib has been connected at the rear of the Maintenance building and is functional and available to be used in the field maintenance. So the water hydrant is not needed. He also stated the diamond tex that is being removed from the Challenger field will be used as the base and then new diamond tex will be purchase to place on top of the base. By using the old diamond tex this will reduce the diamond tex cost from \$3,106.01 to \$1,553.00.

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize the purchasing of diamond tex for the baseball field in the amount of \$1,553.00 out of the recreation fund.

Supervisor Schmick stated the individual that was going to take the old diamond tex should be notified that some of this material will be used on the baseball field and all of this needs to be coordinated between the two organizations.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 7 of 10**

- PUBLIC COMMENT** Chairman Ritter called for public comments. There were no comments.
- MS4 PROGRAM UPDATE** Mark Bruening, Township Engineer, stated the 2015 MS4 Activity Report is being finish up by Pennoni Associates. Now he needs to come into the Township to look at our record keeping for the MS4 Permit. He will be looking at the mapping and all of the requirements for the Township's MS4 Permit. Also will be looking to make sure all information is being completed, go through all the documentation, and put everything into a binder.
- It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to authorize the Township Engineer to evaluate Carroll Township's MS4 program.
- Chairman Ritter questioned if the 2015 MS4 Activity Report was submitted to DEP.
- COLONY ON-LOT DISPOSAL SYSTEMS** No motion was made but the Board tabled the on-lot disposal systems for the Mountain Side Colony until the July 5, 2016 Board of Supervisors Work Session. The Board is waiting for the SEO report to see what the issues are.
- RESOLUTION 2016-14
87 CHESTNUT GROVE ROAD
PLANNING
MODULE TABLED** It was moved by Chairman Ritter, seconded by Supervisor Schmick, and unanimously carried to table the Planning Module for 87 Chestnut Grove Road Resolution Number 2016-14 until it is properly prepared.
- SPEED STUDY FOR OLD YORK ROAD** The Township received two letters from residents that live in Windy Heights. They are concerned about the speed limit on Old York. Coming into Carroll Township at the Dillsburg Borough line the speed limit goes from 25 miles per hour to 55 miles per hour. This is also the area where the new park is. They would like the speed limit lowered from the Dillsburg Borough/Carroll Township Line to the entrance of Windy Heights to 25 miles per hour. Old York Road is a state road. Because this is a state road the Township must write a letter to PennDOT to request a speed study be done in this area.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 8 of 10**

**SPEED STUDY FOR
OLD YORK ROAD
CONTINUES**

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize Mark Bruening, Township Engineer, to draft a letter to PennDOT asking for a speed reduction on Old York Road from the Dillsburg Borough/Carroll Township line to the Windy Heights entrance (Grouse Lane).

Brian Linsenbach, Esquire, stated that the Township Engineer might want to also look at the Ironwood Development on the left side of Old York Road up from the Windy Heights Development. The Township might want to have PennDOT include this area up to Ore Bank Road in the speed study.

**SPRING LANE
ROAD BRIDGE
CHANGE ORDERS**

Wexcon has submitted several Change Orders for the Spring Lane Road Bridge. The Change Orders now total \$47,699.70.

- a. Change Order No. 1 - \$9,450.00 – Additional Full Depth Roadway Paving & Driveway Paving (Reduced by \$8,650.42 March 14, 2016)
- b. Change Order No. 2 - \$3,657.94 – Additional Crane Costs
- c. Change Order No. 3 - \$12,050.10 – Relocation of Electric Wires
- d. Change Order No. 4 - \$8,636.25 – Additional Guide Rail Work
- e. Change Order No. 5 - \$13,905.41 – Increase in Guide Rail Costs – Bid Scope

It was moved by Chairman Ritter, seconded by Supervisor Picciurro, and unanimously carried to enter into a Settlement Agreement with Wexcon and authorize the payment of \$24,000.00 in change orders and \$16,619.50 for the 5% retainage totaling \$40,619.50.

**AWARD
NEW COPIER
LEASE**

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to award the new copier lease to Higher Information Group for a Toshiba 5055c and 2555c for 48 months at a yearly cost of \$2,719.68.

Supervisor Schmick stated he feels that with the 48 month payment plan the Township is receiving about nine months free.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 9 of 10**

**PER CAPITA TAX
YORK COUNTY
BOARD OF
COMMISSIONERS**

Letter from York County Board of Commissioners dated March 22, 2016 concerning turning over the billing, maintenance and administration of the per capita tax rolls to the municipalities and school districts that still levy the tax. This change should be made after the tax rolls are provided to the school districts in June/July 2016. This letter is an attempt to provide us with adequate notice to determine how or if we will continue to levy the per capita tax going forward. The County intends to work with each municipality and school district and provide us with the electronic data files for each of our taxing districts.

It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to table the letter from York County Board of Commissioners concerning future billing, maintenance and administration of the per capita tax rolls until the July 5, 2016 Board of Supervisors Work Session.

**RESIGNATION
ED COBLE
PLANNING
COMMISSION**

It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to accept the resignation of Ed Coble from the Carroll Township Planning Commission effective June 03, 2016.

Supervisor Schmick thanked Ed Coble for all of his years of service to the community.

**COMMUNITY
NIGHT AT
HARRISBURG
SENATORS**

The Board has scheduled Community Night at the Harrisburg Senators for Friday, August 12, 2016.

It is moved by Supervisor Schmick, seconded by Chairman Ritter, and unanimously carried to donate the \$4.00 per ticket proceeds for the Community Night at the Harrisburg Senators 50% to the Dillsburg Library and 50% to New Hope Ministries.

**CHANGE THE
2016 ROAD
PROJECTS**

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to change the 2016 Road Projects to remove Dogwood Lane widening and overlay and add Range End Road overlay.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 13, 2016
Page 10 of 10**

**PURCHASE
CONCRETE
BARRIER BLOCKS
FOR YARD WASTE
FACILITY**

It was moved by Chairman Ritter, seconded by Supervisor Picciurro, and unanimously carried to authorize the Township Office Staff to purchase the concrete barrier blocks needed to construct a loading ramp for the Yard Waste Facility with the approximate cost of \$1,200.00 to be charged to Line Item Number 01426369 902 Grant.

**COMMITTEE
REPORTS**

Chairman Ritter called for Committee Reports.

Financial - Chairman Ritter asked the Departments to create a new five year budget plan.

Chairman Ritter removed Supervisor Coble's name from the following committees, Road and Building and Emergency Services, and added Supervisor Moyer-Schwille to these committees.

ADJOURNMENT

It was moved by Supervisor Schmick, seconded by Supervisor Picciurro, and unanimously carried to adjourn the meeting 7:35 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary