

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 1 of 10**

ROLL CALL	SUPERVISORS – Bruce Trostle, Andy Ritter, Kelley Moyer-Schwille, Richard Rocco, and Brian Schmick
ATTENDEES	Faye Romberger, Mark Bruening, Duane Stone, Chief Thomas Wargo, Shirley McKnight, Paul Christopher, Jeff Musser, Todd Lyons, Joe Rizzo, Vicky Church, Carl Shearer, Bill Werntges, and Jim Byrne
CALL TO ORDER	Chairman Trostle called the regularly scheduled meeting of the Carroll Township Board of Supervisors to order at 6:35 p.m. The location of the meeting is the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.
APPROVAL OF THE TREASURER’S REPORT	<p>It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the Treasurer’s Report dated November 13, 2017 as submitted, which includes the Open Bill List up to and including November 09, 2017 in the amount of \$291,180.42, Cash Flow Reports for October 2017, Compared to Budget Reports for October 2017, and Check Register Report for October 2017 to ratify the October 2017 Bill List.</p> <p>Chairman Trostle questioned the H &amp; H General Excavating Co. invoice for hauling brush.</p>
APPROVAL OF THE OCTOBER 02, 2017 MINUTES	It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to approve the October 02, 2017 Board of Supervisors Work Session Minutes as submitted.
APPROVAL OF THE OCTOBER 09, 2017 MINUTES	It was moved by Chairman Trostle, seconded by Supervisor Ritter, and carried to approve the October 09, 2017 Board of Supervisors Minutes as submitted.
APPROVAL OF THE OCTOBER 16, 2017 2018 BUDGET WORK SESSION MINUTES	It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the October 16, 2017 Board of Supervisors 2018 Budget Work Session Minutes as submitted.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 2 of 10**

APPROVAL OF THE OCTOBER 30, 2017 2018 BUDGET WORK SESSION MINUTES

It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to approve the October 30, 2017 Board of Supervisors 2018 Budget Work Session Minutes as submitted.

APPROVAL OF THE OCTOBER 31, 2017 2018 BUDGET WORK SESSION MINUTES

It was moved by Supervisor Ritter, seconded by Supervisor Moyer-Schwille, and carried to approve the October 31, 2017 Board of Supervisors 2018 Budget Work Session Minutes as submitted.

Chairman Trostle abstained from the vote because he was not present and remove his name as being present at this meeting.

HOLY SPIRIT EMS UPDATE

Paul Christophel gave an update on the Holy Spirit EMS. They had five calls in 36.5 hours in service. Two new ambulances were ordered and are in service. The ambulances will be in service for eight years or 200,000 miles whichever comes first. The staffing has been hired. The staff that were working for Dillsburg EMS has been hired by the Holy Spirit EMS. One ambulance will be located at 23 W. York Street in Dillsburg which is the Faircloth Pumping and Heating building. Mr. Faircloth has agreed to remove the property off the market and has leased them the building for 24 months. The other ambulance will be located at the Wellsville Fire Company. They are hoping to have it equipped and operating by mid December 2017. Public Education Event is in the planning stage. Mr. Christophel still wants to meet with the Board concerning an EMS Contract with Carroll Township.

PUBLIC COMMENT

Chairman Trostle called for public comments.

Carl Shearer from Dillsburg's Farmers Fair stated that the Farmer's Fair expenses are around \$60,000.00 each year. He thanked the Board for their 2017 donation. He was asking the Board if they would continue with their donation for 2018.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 3 of 10**

FINAL PLANS FOR  
MUSSEY HOME  
BUILDERS, INC.

It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to grant the following waiver requests for the Preliminary/Final Subdivision and Land Development Plans for Musser Home Builders, Inc., as per Mark Bruening's comment letter dated October 27, 2017:

IV. Waivers Requested

1. A Preliminary Plan Submission is required per Section 501. If waiver granted, plan title on all sheets of set must be revised to "Final Subdivision and Land Development Plan".
2. Site Context Map Submission required per Section 501.b.1 (601.d.1)
3. Existing resources Inventory and Site Analysis Plan required per Section 501.b.2 (601.d.2)
4. Preliminary Resource Impact and Conservation Plan required per Section 501.b.3 (601.d.c)
5. Woodlands Evaluation Report required per Section 502.k.
6. Landscape screens are to be provided in accordance with Section 715.c
7. A detailed soils evaluation by a Geologist is required for infiltration systems for stormwater management plans per Section 401.5.B.
8. Vegetated swales shall not be located longitudinally within Landscape Buffers. (Section 401.6.AB)

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to conditionally approve the Final Subdivision and Land Development Plan for Musser Home Builders, Inc. contingent upon addressing all of the following comments in Mark Bruening's comment letter dated October 27, 2017:

II. Subdivision (Ordinance No. 84-1989 as amended)

1. All certificates must be signed and sealed. (Section 501.b.(6))
2. The Owners must sign the plan (Section 501.b. (8)) and dated after last plan revision.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 4 of 10**

FINAL PLANS FOR  
MUSSEY HOME  
BUILDERS, INC.  
CONTINUES

3. Pay recreation fees in lieu of dedication of recreation land. (Section 706.e)
4. Provide surety and escrow for improvements construction per Article XIII.
5. Waiver statement on plan must be revised to reflect action of Board prior to plans recording. (Section 504.b.7)
6. Provide proof that surety establish to all utilities prior to plans recording (i.e. sewer and water). (MPC 509.1) (1201)

III. Stormwater Management

1. Per Section 303.1.D.7, provide signed certificate for the design of stormwater management facilities.
2. Per Section 303.1.E, provide the proposed E&S Plan for the development.
3. Per Section 303.1.F.7.e, provide a copy of the legally binding document meeting the conditions of this Section.
4. Per Section 303.1.G, provide a copy of the NPDES application and any other relevant applications as stated in this Section.
5. Section 401.8 was not reviewed at this time. An E&S Plan is required for review of this Section.
6. Revision storm pipe bedding detail drawing, to follow manufacturers bedding requirements (2B stone) around SLCCP or HDPE Pipe with suitable excavating material in areas outside cartway and 2A aggregate in pavement areas.

V. General Recommendations

1. All fees must be paid prior to plan recording.
2. Provide proof of Erosion and Sediment Control Plan Approval from York County Conservation District.
3. Proposed access drive for Lot 95H encroaches onto lands of Lot 95H near CB-3. Areas of common access drive easement must be shown per Paragraph II. 1 above. Spandrel area of access drive on Lot 95G should be included in access easement.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 5 of 10**

FINAL PLANS FOR  
MUSSEY HOME  
BUILDERS, INC.  
CONTINUES

Jeff Musser was present and stated he agrees with all of the comments in Mark Bruening's letter dated October 27, 2017 and will revise the plan to address these issues.

FINAL PLANS FOR  
CLARENCE AND  
KELLY PUC CETTI

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Schmick, and unanimously carried to grant the following waiver requests for the Final Subdivision Plan for Clarence A. and Kelly D. Puccetti as per Mark Bruening's comment letter dated October 26, 2017:

III. Waivers

1. Provide a Site Context Map (Section 601.d.1)
2. Provide existing resources inventory and site analysis plan. (Section 601.d.2)
3. Provide Preliminary Resource Impact and Conservation Plan (Section 601.d.3)
4. Where a subdivision abuts an existing street of inadequate width, applicant must improve to Township standards. (Section 703.b.3)
5. Sidewalks are required along all existing street frontages. (Section 708.d)
6. Curbs shall be constructed along all street frontages that are contiguous to development. (Section 708.e)
7. Street trees are required for all contiguous existing and proposed streets. (Section 715.f)

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Schmick, and unanimously carried to conditionally approve the Final Subdivision Plan for Clarence A. and Kelly D. Puccetti contingent upon addressing all of the following comments in Mark Bruening's comment letter dated October 26, 2017:

II. Subdivision (Ordinances No. 84-1989 as amended)

1. All certificates must be signed and sealed. (Section 501.b.(6))
2. The owners must sign the plan (Section 501.b.(8))

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 6 of 10**

FINAL PLANS FOR  
CLARENCE AND  
KELLY PUCCETTI  
CONTINUES

IV. General Recommendations

1. All fees must be paid prior to plan recording.

Todd Lyons was present and stated he agrees with all of the comments in Mark Bruening's letter dated October 26, 2017 and will revise the plan to address these issues.

UPDATE ON THE  
KETTERER & BYTOF  
SWALE REPAIR

Mark Bruening, Township Engineer, stated that he did receive from their Engineer a design that cost \$37,000.00 for the Ketterer and Bytof Swale Repair issue in Coover Heights. Because of the cost they are going to look into a pipe system.

Supervisor Schmick asked if we could get a time line form them for the next meeting.

Supervisor Ritter would like to see some type of proposed plan and a schedule before the December 2017 meeting.

INCREASE  
CURRENT BONDS  
BEING HELD FOR  
IMPROVEMENTS  
BY 10%

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize Township Staff and Mark Bruening, Township Engineer, to review all of the current Bonds being held by the Township for improvements and increase the dollar amount listed on these Bonds by 10% as per the Subdivision and Land Development Ordinance.

DECLARATION OF  
CONSOLIDATION  
OF TWO LOTS  
INTO ONE FOR  
KENNETH AND  
LINDA MARKEL

It was moved by Supervisor Schmick, seconded by Supervisor Rocco, and unanimously carried to approve the Declaration of Consolidation of Previously Subdivided Lots request from Kenneth G. and Linda K. Markel for two parcels comprised with the address of 46 Warrington Road known as Tax Parcel No. 20000NC01290000000 and Tax Parcel No 20000NC0129A000000 and having acquired said lots by deeds recorded in the said Recorder's Office in Deed Book 90, Volume J, Page 11, and in Deed Book 428, Page 202 to consolidate and combine the lots into a single lot.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 7 of 10**

**UPDATE ON  
CREEK ROAD  
PEDESTRIAN  
BRIDGE**

Mark Bruening, Township Engineer, stated that Faye Romberger, Brandon Slatt and himself met with Norfolk Southern in Harrisburg today. Mr. Bruening must contact Shawn in the Atlanta Office to discuss the removal of the pedestrian bridge located on Creek Road. Mr. Bruening stated that he has prepared an Estimate of Probable Construction Costs for the removal of bridge structure, repair of bridge structure and replacement of bridge structure for the pedestrian crossing bridge. Option 1 – Removal of Bridge Structure – estimated cost is \$55,000.00; Option 2 – Repair Existing Structure – estimated cost is \$262,500.00; and Option 3 – Replace Existing Structure – estimated cost is \$226,800.00.

It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to authorize Township Staff and Mark Bruening, Township Engineer, to move forward with the means to remove the pedestrian bridge.

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to have the Township Staff and Township Engineer to make sure the Creek Road Pedestrian Bridge is closed correctly and posted with the proper signage.

**HOLDING TANK  
FOR MCCURDY  
TREE FARM  
127 CHESTNUT  
GROVE ROAD**

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to tentatively approve Mark and Norman McCurdy's Holding Tank Agreement pertaining to the McCurdy Tree Farm at 127 Chestnut Grove Road contingent upon the applicant agreeing to a three month pumping escrow in the amount of \$1,200.00.

**SURETY RELEASE  
FOR TURKEYFOOT  
GREENHOUSE**

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to authorize the release of Turkeyfoot Greenhouse Surety which is being held on Irrevocable Standby Letter of Credit Number 1034315 with Belco Community Credit Union dated July 01, 2016 in the amount of \$140,143.85. This will reduce this surety to zero dollars.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 8 of 10**

AWARD THE  
2017 – 2018  
SALT BIDS

It was moved by Supervisor Ritter, seconded by Supervisor Rocco, and unanimously carried to award the Capital Region Council of Governments 2017-2018 Salt/Deicer bid to the lowest bidder, Eastern Salt, at \$59.99/ton delivered.

PROCEDURE  
FOR 2018  
PURCHASES OVER  
\$2,500.00 THAT ARE  
INCLUDED IN THE  
BUDGET

It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to table the discussion on the Procedure for 2018 Purchases over \$2,500.00 that are included in the 2018 Budget until the December 04, 2017 Board of Supervisors Work Session.

ADVERTISE THE  
PROPOSED 2018  
BUDGET

It was moved by Supervisor Schmick, seconded by Chairman Trostle, and unanimously carried to authorize the Township Secretary/Treasurer to advertise the Proposed 2018 Budget for public view and for action at the December 11, 2017 Board of Supervisors Meeting.

YARD WASTE  
FACILITY – COST  
TO COMMERCIAL  
CARD HOLDERS

It was moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to table the discussion on the Yard Waste Facility – Cost to Commercial Card Holders until December 04, 2017 Board of Supervisors Work Session.

PROPOSED  
RESOLUTION  
NUMBER 2018-05  
APPOINT PUBLIC  
ACCOUNTANT TO  
AUDIT THE BOOKS

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to authorize the Township Staff to advertise Resolution 2018-05 - Appointing a Certified Public Accountant to make an examination of all of the accounts of Carroll Township for the Fiscal year 2017 for action at the January 08, 2018 Board of Supervisors meeting.

JULIA  
DREBUSHENKO  
2018 ANIMAL  
CONTROL  
SERVICE  
AGREEMENT

It moved by Supervisor Schmick, seconded by Supervisor Ritter, and unanimously carried to a enter into the Julia Drebushenko 2018 Animal Control Services Agreement from January 1, 2018 through December 31, 2018 dated September 05, 2017 and pay a Retention fee of \$150.00. A service charge of \$30.00 will be charged for each call. All calls will be received from 12:00 a.m. to 11:59 p.m. and she will provide 24 hour service, seven days a week and all Holidays.



**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 9 of 10**

SPCA OF YORK  
COUNTY  
2018 ANIMAL CARE  
AND HOUSING  
AGREEMENT

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to enter into the SPCA of York County 2018 Animal Care and Housing Agreement dated September 08, 2017 and pay an annual sum of \$2,970.00 on or before March 31, 2018.

REPAIR TO  
TOWNSHIP  
BUDILING ROOF

It was moved by Supervisor Ritter, seconded by Chairman Trostle, and unanimously carried to authorize the Township Staff to have Miller's Roofing, Inc. remove the metal from the wall above the rubber roof and apply a 12" rubber stripping in order to extend rubber up higher on the wall, apply synthetic wrap to wall and reinstall metal roofing to wall in the amount of \$3,650.00.

PSATS PROPOSED  
RESOLUTION  
TO PROHIBIT  
CATEGORY 4  
CASINO WITHIN  
THE BOUNDARIES  
OF CARROLL TWP.

It was moved by Supervisor Ritter, seconded by Supervisor Schmick, and unanimously carried to authorize the Township Secretary to draft the proposed Resolution to prohibit the location of a Category 4 casino within the boundaries of the municipality for proposed action at the December 11, 2017 Board of Supervisors meeting.

Supervisor Moyer-Schwille asked just because we draft this Resolution does not mean that we can't rescind it later. She would really like to get public input on this matter.

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the month of October 2017.

Chief Wargo announced that Mr. Steve Gemberling donated five First Responder Trauma Kits to the Police Department.

NEWLY ELECTED  
SUPERVISORS

Supervisor Schmick wanted to congratulate Supervisor Moyer-Schwille for winning the six year seat for the Board of Supervisors and Supervisor Rocco for winning the two year seat for the Board of Supervisors.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
NOVEMBER 13, 2017  
Page 10 of 10**

ADJOURNMENT

It was moved by Supervisor Rocco, seconded by Supervisor Moyer-Schwille, and unanimously carried to adjourn the meeting at 9:35 p.m.

Respectfully submitted,

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Faye L. Romberger, Secretary