

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
SEPTEMBER 12, 2016
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- ROLL CALL** SUPERVISORS – Andy Ritter, Bruce Trostle, Brian Schmick, Kelley Moyer-Schwille, and Pete Picciurro
- ATTENDEES – Faye Romberger, Mark Bruening, Duane Stone, Chief Thomas Wargo, Chief Mike Whitzel, Peggie Williams, Emily Reed, Bob Fisher, Vernon Anderson, and Bob Kauffman
- CALL TO ORDER** Chairman Ritter 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.
- EXECUTIVE SESSIONS** Chairman Ritter announced that the Board of Supervisors held an Executive Sessions on Tuesday, September 06, 2016, and Monday, September 12, 2016 both at 6:00 p.m. to discuss litigation issues.
- APPROVAL OF THE TREASURER’S REPORT** It was moved by Supervisor Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the Treasurer’s Report dated September 12, 2016 as submitted, which includes the Open Bill List up to and including September 08, 2016 in the amount of \$395,070.17, Cash Flow Report for August 2016, Compared to Budget Reports for August 2016, and Check Register Report for August 2016 to ratify the August 2016 Bill List.
- APPROVAL OF THE AUGUST 01, 2016 WORK SESSION MINUTES** It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to approve the August 01, 2016 Board of Supervisor Work Session Minutes as submitted.
- APPROVAL OF THE AUGUST 08, 2016 MEETING MINUTES** It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the August 08, 2016 Board of Supervisor Meeting Minutes as submitted.
- POLICE REPORT** Chief Thomas Wargo presented the Police Report for the month of August 2016.

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FULL TIME
OFFICER
COMPLETED
PROBATIONARY
PERIOD
OFFICER MARTINEZ

Chief Wargo informed the Board that Officer Elias Martinez has successfully completed his one year probationary period effective August 24, 2016. He is now a full time police officer.

OFFICER MARTINEZ
APPLIED TO
YORK COUNTY
QRT

Chief Wargo informed the Board that Officer Elias Martinez has applied to become a member of the York County Quick Response Team (QRT). The try outs are in October 2016.

DILLSBURG
ELEMENTARY
SCHOOL NEW
PLAYGROUND

Chief Wargo informed the Board that Sergeant David Smith, Officers Ben Martin, Michael Lohr, and Anthony Martinez assisted in the construction of the new playground at the Dillsburg Elementary School. A sign was dedicated noting that the Carroll Township Police Department assisted with the construction.

Emily Reed from the Dillsburg Kiwanis Club wanted to personally thank Sergeant Smith, Officers Martin, Lohr and Martinez for their assistance in construction the new playground at the Dillsburg Elementary School.

NORTHERN YORK
COUNTY SCHOOL
DISTRICT
TRAFFIC CONTROL
AGREEMENT FOR
SPORTING EVENTS

It was moved by Supervisor Schmick, seconded by Supervisor Moyer- Schwille and unanimously carried to enter into an Agreement with Northern York County School District for Traffic Control at Sporting Events which includes officers and units from July 1, 2016 through December 31, 2018. The fee per hour, per officer, including the unit is as follows:

- a. July 1, 2016 through December 31, 2016 - \$80.00 per hour
- b. January 1, 2017 through December 31, 2017 - \$83.00 per hour
- c. January 1, 2018 through December 31, 2018 - \$85.00 per hour.

MARY HARRIS
RESIGNATION AS
ANIMAL CONTROL
OFFICER

It was moved by Supervisor Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to accept the resignation of Mary Harris from the position as Animal Control Officer for Carroll Township effective December 31, 2016 at midnight.

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ANIMAL CONTROL SERVICE CONTRACT Chief Wargo stated that he has received two Animal Control Service Contracts. They are very close in pricing.

1. Klugh Animal Control Services charges a \$300.00 retention fee and a service fee of \$18.00 per hour and \$.65 per mile will be charged for each call. Calls received after 6:00 p.m. to 7:00 a.m. on weekdays, Saturdays, Sundays and Holidays will be charged \$27.00 per hour. This company is not available on all holidays.
2. Julia Drebushenko Animal Control Services charges a \$300.00 retention fee and a service fee of \$28.00 per call. All calls will be received from 12:00 a.m. to 12:00 a.m. and will provide 24 hour service, seven days a week and all Holidays.

No motion was made but the Board asked the Chief to contact Julia Drebushenko to see if she would lower her retention fee to \$150.00.

CONFIDENTIAL MATERIALS (MEDICATIONS)

Chief Wargo stated that 200 pounds of Confidential Materials (Medications) was taken to York County Solid Waste Authority to be destroyed. This was the second drop off for 2016. This is the green medication return box that is located in the lobby.

EMERGENCY REPORTS

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

Bob Kauffman from Citizen's Hose Company No. 1 presented the Fire Report for August 2016.

Supervisor Schmick questioned if the EMS is at normal staff. He also thanked the fire companies for the great efforts they are putting into the merger.

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RESOLUTION
2016-17
SUPPORT OF THE
FIRE COMPANIES
MERGER

It was moved by Chairman Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to adopt Resolution Number 2016-17 – A Resolution of the Township of Carroll, York County, Pennsylvania, in support of the Citizen’s Hose Company No. 1 Fire Company, Franklintown and Community Fire Company and Citizen’s Hose Company No. 1 EMS in their effort to create a more sustainable and effective Emergency Service Partnership.

PUBLIC COMMENT

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

GOLFVIEW
HEIGHTS
STREET
DEDICATION
RESOLUTION

It was moved by Supervisor Schmick, seconded by Chairman Ritter, and unanimously carried to adopt Resolution 2016-14 – A Resolution of the Township of Carroll, York County, Pennsylvania to accept Deed of Dedication of Grandview Drive and Grandview Court contingent upon the following items being addressed:

1. An Affidavit to be signed by Fisher Engineering concerning the road lines
2. A fee in lieu of being paid in the amount of \$1,943.85 for snow removal
3. All paper work being completed so the Resolution can be recorded at the Recorder of Deeds.

RESOLUTION
NUMBER
2016-19
“OPT-IN” TO THE
YORK COUNTY
REGIONAL PLAN

It was moved by Chairman Ritter, seconded by Supervisor Schmick, and unanimously carried to adopt Resolution Number 2016-19 – A Resolution for the Municipal Election to “Opt-In” to the Development and Implementation of the York County Regional Pollutant Reduction Plan.

APPOINTMENT TO
YORK COUNTY
STEERING
COMMITTEE
ANDY RITTER

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Trostle, and unanimously carried to appoint Andy Ritter to the York County Regional Pollutant Reduction Plan Development Steering Committee.

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APPOINTMENT TO
YORK COUNTY
STEERING
COMMITTEE
KELLEY MOYER-
SCHWILLE

It was moved by Chairman Ritter, seconded by Supervisor Schmick, and unanimously carried to appoint Kelley Moyer-Schwille to the York County Regional Pollutant Reduction Plan Development Steering Committee.

MS4 PROGRAM
UPDATE

Mark Bruening, Township Engineer, stated that the first thing we must get done is to update the MS4 Coverage Area Map. The Map was based on the 2000 US Census data. The Map needs to be updated to reflect the 2010 US Census data to show the revised “urbanized area” within the Township. This “urbanized area” is the MS4 Coverage Area. Then the map will need to include all outfalls, inlets, storm sewer pipes, conveyance swales, headwalls, surface waters, land uses and points of connection to another entity’s MS4. NPDES permitted sites will need to be added to the map. The current map is lacking much of this information. The estimated cost to bring the MS4 Map into current standards would be \$7,000.00.

The Board asked Mr. Bruening if this matter could wait and be added into the 2017 Budget.

UPDATE
MOUNTAIN CREST
DETENTION POND
CONVERSION

Mark Bruening, Township Engineer, stated that Mountain Crest Development Detention Pond Conversion is down to two items to complete the conversion. The items are:

1. As-Built Plans must be submitted.
2. New Easement must be recorded for the two lots because there was land needed from these two lots to revise the detention pond.

UPDATE ON THE
COLONY ON-LOT
DISPOSAL
SYSTEM

Gary Morrow, Township Sewage Enforcement Officer, stated the permit to replace the Smith’s Property malfunctioning system in the Colony has been issued and delivered to the property owner. He had a meeting with the installer and Mr. Smith. The new system should be installed in about two weeks. The installer is Dale Thomas.

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SET CONTINUED
HEARING FOR
KETTERER
STORMWATER
APPEAL

Duane Stone, Township Solicitor, stated that a Continuous Hearing has been set to hear the David and Janet Ketterer Stormwater Appeal of the Enforcement Notice for Thursday, October 13, 2016 at 6:00 p.m.

AMEND THE
PERSONNEL
POLICY MANUAL
TO ADD USE OF
INTERNET, CELL
PHONE AND EMAILS

It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to amend the Carroll Township York County Personnel Policy Manual amended and adopted October 11, 2010 by adding a section to the manual entitled the "Guidelines for Acceptable Use of the Internet, Cellular Telephones and Email".

COMMENCE
LITIGATION
AGAINST RESIDENTS
THAT HAVE NOT
PUMPED THEIR
SEPTIC SYSTEMS

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize Duane Stone, Township Solicitor, to commence litigation against the residents that have not answered or complied with the Township and Township Solicitor's letters to pump their septic systems in accordance with the Township's Ordinances.

PLANNING
COMMISSION
APPOINTMENT
CHAD REED

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Picciurro and unanimously carried to appoint Chad Reed to the Carroll Township Planning Commission to fill the unexpired term of Ed Coble that expires March 2018.

2017 MMO FOR
CARROLL
TOWNSHIP
POLICE PENSION
PLAN

It was moved by Supervisor Trostle, seconded by Supervisor Schmick, and unanimously carried to accept and approve the 2017 Minimum Municipal Obligation (MMO) for the Carroll Township Police Pension Plan in the amount of \$157,598.00 as prepared by Faye Romberger the Chief Administrative Officer.

2017 MMO FOR
CARROLL
TOWNSHIP
NON-UNIFORM
PENSION PLAN

It was moved by Supervisor Trostle, seconded by Chairman Ritter, and unanimously carried to accept and approve the 2017 Minimum Municipal Obligation (MMO) for Carroll Township Non-Uniform Pension Plan in the amount of \$40,985.00 as prepared by Faye Romberger the Chief Administrative Officer.

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RESOLUTION NUMBER 2016-16 PENN DOT GREEN LIGHT-GO GRANT APPLICATION	It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to adopt Resolution Number 2016-16 – A Resolution authorizing the submission of an Inter-Municipal application for funding to Penn Dot’s Green Light-Go Grant Program which will allow Manger Deibler of Dillsburg Borough to make application to Penn DOT for a multi-municipal Green Light-Go Grant for traffic signals on U.S. Routes 15 and 74 with both Carroll Township and Dillsburg Borough as applicants and each local government being financially responsible for the signals located in their municipality.
AUTHORIZE CHAIRMAN OF THE BOARD TO SIGN THE PENNDOT GREEN LIGHT-GO APPLICATION	It was moved by Supervisor Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize Andy C. Ritter, Chairman of the Board, to sign the Inter-Municipal Agreement for the Penn DOT Green Light-Go Grant Application for the Township of Carroll.
RESOLUTION NUMBER 2016-18 SUPPORT FOR THE YAMPO POLICY TABLED	It was moved by Chairman Ritter, seconded by Supervisor Trostle, and unanimously carried to table Resolution Number 2016-18 – A Resolution in support of the York Area Metropolitan Planning Organization (YAMPO) Policy on U.S. Route 15 until the October 3, 2016 Board of Supervisors Work Session Meeting.
REQUEST FOR PROPOSALS FOR SEO POSITION	It was moved by Chairman Ritter, seconded by Supervisor Trostle, and unanimously carried to authorize the Township Staff to go out for Request for Proposals for Sewage Enforcement Officer (SEO) position for 2017.
PUBLIC COMMUNITY MEETING WITH THE YORK COUNTY COMMISSIONERS	Chairman Ritter announced that there will be a Public Community Meeting held on Thursday, September 15, 2016 at the Carroll Township Municipal Building at 7:00 p.m. with the York County Board of Commissioners Susan Byrnes, Doug Hoke, and Chris Reilly.
REPAIRS TO FORD F550 DUMP TRUCK TURBO	It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to authorize the repair of the turbo on the Ford F550 Dump Truck with the estimated cost of \$1,875.00. This will be paid out of line item 01430250.

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NEW ADDITIONAL
BUSINESS

Supervisor Schmick asked the Chief the status on the Fire Police issue.

COMMITTEE
REPORTS

Supervisor Trostle stated that he wanted to let the Road Crew know that they did a nice job on the Meadowview Road milling.

ADJOURNMENT

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary