

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
AUGUST 11, 2025
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ROLL CALL SUPERVISORS –Tim Kelly, Libby Loudenslager, Dave Bush, and Brent Sailhamer

SUPERVIOR ZOOMING – Kelly Wall

ATTENDEES Faye Romberger, Jessica Baim, Phillip Brath, P.E., Township Engineer, Brandon Slatt, Township Manager, Michael Pykosh, Esquire, Thomas Wargo, Police Chief, Frank Setlak, Art Carr, Michelle Kiesinger, Michael Kiesinger, Ken Farner, Sheila Covert, Jeremiah Jones, Justin Sipe, Bryan Golden, Matt Stare, Steven Ahlbrandt, Chelsie Markel, Mike Faust, Paul Olinick, Kristen Stagg, Elizabeth Swivel, Richard Swivel, Evan Lescanec, Victoria B Church, Paul Kerrigan, Dave Armstong, Elizabeth Zeab, Jason Bors, Hector Morales, and Keisha Stretch

Zoom Attendees –Borkenhagen, gregt, Gary Reihart, James Hess, and Sam Sipe

Carroll Township’s Municipal Building was opened to the public. The meeting was televised on Carroll Township’s Comcast Cable TV Channel 95 and via the Zoom platform.

CALL TO ORDER Chairman Sailhamer called the regularly scheduled meeting of the Carroll Township Board of Supervisors Meeting to order at 6:30 p.m. The location of the meeting is the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.

FIRE REPORTS Chief Hector Morales presented the Northern York County Fire Rescue Fire Report for the Month of July 2025.

Chief Morales stated that they added three new members to their staff. They also added one junior member. The fire company received their new truck. The truck is in training service now. It takes about three years to receive a new truck after the order is placed. The new ladder truck should be here November 2028.

Chief Morales presented a plaque to the Board of Supervisors to show their appreciation to the Township for all of the Board’s support given to them over the years.

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PUBLIC COMMENT	Chairman Sailhamer asked for public comment. There were no public comments.
POLICE REPORT	Chief Thomas Wargo presented the Police Report for the Month of July 2025.
FRANKLINTOWN BOROUGH 2026- 2029 POLICE SERVICES AGREEMENT RESOLUTION NUMBER 2025-15	<p>It was moved by Supervisor Loudenslager, seconded by Supervisor Kelly, and unanimously carried to adopt Resolution Number 2025-15 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania approving and adopting an Intergovernmental Agreement with the Borough of Franklinton. The Police Services Agreement with Franklinton Borough, attached hereto and incorporated as Exhibit “A” is hereby adopted and becomes effective in accordance with the relevant terms of the Agreement. The Chairman of the Board is hereby authorized to execute the Agreement on behalf of Carroll Township.</p> <ol style="list-style-type: none">1. For police services rendered in the calendar year 2026 the contract is in the amount of \$30,914.04.2. For police services rendered in the calendar year 2027 the contract is in the amount of \$32,768.88.3. For police services rendered in the calendar year 2028 the contract is in the amount of \$34,735.11.4. For police services rendered in the calendar year 2029 the contract is in the amount of \$36,819.11. <p>Supervisor Kelly thanked Chief Wargo for all of his hard work that was put into this contract.</p>
APPROVAL OF THE TREASURER’S REPORT	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the Treasurer’s Report dated August 11, 2025, as submitted, which includes the Open Bill List up to and including August 06, 2025, in the amount of \$134,260.34, Cash Flow Reports for July 2025, compared to Budget Reports for July 2025, and Check Register Report for July 2025 to ratify the July 2025 Bill List.
JULY 07, 2025 WORK SESSION MINUTES APPROVED	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to approve the July 07, 2025, Board of Supervisors Work Session Minutes as submitted.

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JULY 14, 2025
MEETING
MINUTES
APPROVED

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to approve the July 14, 2025, Board of Supervisors Meeting Minutes as submitted.

Chairman Sailhamer abstained from the vote because he was not present.

FINAL PLANS
FOR SHEETZ
STORE #413
REBUILD
DEVELOPER'S
AGREEMENT AND
O & M AGREEMENT
AND SET SURETY
APPROVED

It was moved by Supervisor Kelly, seconded by Supervisor Bush, and unanimously carried to enter into the Developer's Financial Security Agreement, the Operation and Maintenance (O&M) Agreement, Stormwater Management Best Management Practices (SWM BMPs), for the Final Land Development Plan for Sheetz Store #413 Rebuild and authorize Brent A. Sailhamer, Chairman of the Board to execute the Agreement and set the surety establishment as follows:

The estimate identifies the probable cost of construction of the required improvements to be \$714,460.88. Therefore, the amount of financial security to be posted for the required improvements should be established at 110% of the probable cost of construction at \$785,907.00.

FINAL PLAN
FOR STONY
RUN VILLAGE
DENIED

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to deny the Final Subdivision and Land Development Plan for Stony Run Village for BLG Construction, LLC for the following issues:

1. No homeowner's agreements – there is no certification that we are supposed to have in hand, and we do not have them here today.
2. No documents were submitted to extinguish or release the groundwater recharge easement area.
3. No certification was submitted for the right to access Hartman Lane.
4. The development is a safety hazard.

Supervisor Bush asked for a roll call vote. Chairman Sailhamer called each supervisor by name for their vote.

Supervisor Bush – Yes
Supervisor Kelly – Yes
Supervisor Wall – Yes

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Supervisor Loudenslager – Yes
Chairman Sailhamer – Yes

Phillip Brath, Township Engineer, referenced the Final Subdivision and Land Development Plan, Stony Run Village for BLG Construction, LLC, dated 01/09/2025, revised 03/17/2025, and his comment letter dated May 27, 2025. There have not been any changes to the plan.

Chairman Sailhamer referenced the Carroll Township Planning Commission denying the plan. Chairman Sailhamer would like to discuss this denial for a couple of items in the minutes. He stated the Planning Commission minutes of April 24, 2025, shows the Planning Commission did vote unanimously to recommend that the Board of Supervisors deny the plan specifically stating III.1., III.2 and III.3. He would like to see if there are any updates to these issues.

III.1 - Provide evidence of temporary grading easements obtained from property owners of lots along Pheasant Ridge Road for construction of new sidewalks. Are these temporary grading easements still required from the property owners?

Chelsie Markle – 151 Quail Drive – stated that temporary grading easements are also required for the Pheasant Ridge Development for the Dillsburg Borough residents. She questioned if the Borough residents signed the agreement. She also read an article that was written by Kristen Stagg in the Dillsburg Banner concerning this development. This article addressed the Dillsburg Borough's conditional approval of the plan. She read that the Dillsburg's Engineer confirmed that all conditions would have to be met before the recording of the plan.

Supervisor Bush stated that in a previous subdivision plan for Pin Oak Trailer Park next to the Hartman property (December 1994) it showed that the right-of-way at Baltimore Street as twelve feet paved lane and twelve feet gravel lane to the corner of Pin Oak Trailer Park. January 06, 2023, Subdivision and Land Development Section 435 attachment 10 lists eight conditions of restrictions for private rights-of-way. Note number 6 states: No further subdivision of lots shall be permitted unless

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or until the private right-of-way has been constructed and approved so as to comport in all respects with then the prevailing to Carroll Township's specifications as be properly offered for dedication to the Township by the then owner thereof and has been accepted by the Township as a public road of the Township. Such event the right-of-way shall become a public road of Carroll Township with the conditions and restrictions set forth the above should become null and void. He also stated that at the last meeting he questioned the documents that have to be signed by the property owners. Supervisor Bush asked about the right-of-way on Hartman Lane. He asked how long is this 50-foot right-of-way for Hartman Lane. He questioned if everyone in BLG Construction LLC and the legal team agrees that they have right-of-way access to Hartman Lane. Mr. Bush stated that their deed for the land was dated March 09, 2023. This paper is dated January 06, 2023 and he restated his comment above concerning no subdivision until Hartman Lane is brought up to township specifications. The deed states the 12-foot right-of-way is 1,130 feet long. He feels if they have access to Hartman Lane that lane must be improved to a public road specification before you can subdivide.

Supervisor Loudenslager questioned if a PennDOT permit would be required to get access to Baltimore Street.

Supervisor Wall questioned if the property owners along Hartman Lane were notified of the right-of-way changes that are shown on the plan. In 1980 the right-of-way on Hartman Lane was ten feet and over the years the right-of-way changed from ten feet to thirty feet then to forty feet and now fifty feet. Is there any documentation showing that the property owners along Hartman Lane are okay with the additional land to be taken for the right-of-way. If no documentation is available, she wants to hear from the property owners that they are okay with this additional right-of-way land being taken from their property.

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NORTHSIDE COURT
FINAL SURETY
RELEASE
APPROVED

It was moved by Supervisor Kelly, seconded by Supervisor Loudenslager, and unanimously carried to release \$5,000.00 plus any interest earned from the 18 Month Maintenance cash financial surety being held for the improvements completed in the Chadwick Meadows Phase II development. This will reduce the cash financial surety for this project from \$5,000.00 to zero.

BERKSHIRE HILLS
CIVIC ASSOCIATION
PRIVATE PARK
RESEARCH

Michael Pykosh, Esquire, Township Solicitor, stated that the Township should look into the By-Laws that were in effect before the current By-Laws were adopted to make sure it was done correctly.

Brandon Slatt, Township Manager, stated that he did some research on the park. He stated that there is a DAA sanitary sewer easement along with the Met Ed right-of-way on the property. Of the 4.69 acres total tract, approximately .52 acres would be outside of easement/ROW areas and would be available to be developed in some way. Met-Ed has restrictions on the rights-of-way as far as what is allowed. These restrictions will limit what can be installed or what can be done in the park. He also submitted some approximate costs that would be associated with the park. They would be \$3,000.00 for mowing, \$798.00 for portable toilets, and no cost at this time for liability insurance.

ADVERTISE FOR
RFPS FOR CERTIFIED
PUBLIC
ACCOUNTING FIRMS
TO DO THE AUDIT
FOR YEARS 2025,
2026 AND 2027

It was moved by Chairman Sailhamer, seconded by Supervisor Kelly, and unanimously carried to authorize the Township Staff to advertise for RFPS for Certified Public Accounting Firms to perform the year end accounting services for 2025, 2026, and 2027.

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**RESOLUTION
NUMBER 2025-10
YORK COUNTY
2024 HAZARD
MITIGATION PLAN
ADOPTED**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2025-10 – Resolution of Carroll Township, York County, Pennsylvania to adopt the York County 2024 Hazard Mitigation Plan as the Official Hazard Mitigation Plan of Carroll Township and the respective officials and agencies identified in the implementation strategy of the York County 2024 Hazard Mitigation Plan are hereby directed to implement the recommended activities assigned to them as deemed appropriate.

**ADDITIONAL ITEMS
DISCUSSED**

Brandon Slatt, Township Manager, stated that Franklin Township is inquiring about celebrating the American 250 Anniversary. They were wondering if any the local municipalities would like to go together and have a multi-municipal celebration instead of each municipality having their own event.

Chelsie Markel – 151 Quail Drive – questioned what does the denial mean for Stony Run Village. She also questioned the disturbance of the land in Dillsburg Borough that was done on this project. She thanked the Board for denying the Stony Run Village plan on behalf of the residents of Dillsburg Borough.

Shelia Covert – 1163 Park Avenue – questioned the Stony Run Village stripping the land in Carroll Township. She also questioned what the time frame is to appeal and for the decision to be made by the courts.

Frank Setlak – 5 Northside Court – stated the final copy of the Comprehensive Plan for Carroll Township and Dillsburg Borough is available for review and the feedback is due Wednesday, August 13, 2025.

Mike Kiesinger – 31 Hartman Lane – thanked the Board for their patience during this process with Stony Run Village and your support for Hartman Lane residents. He also questioned if the residents of Hartman Lane would be notified when this issue would be going to court.

**COMMITTEE
REPORTS**

There were no committee reports.

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ADJOURNMENT

It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and unanimously carried to adjourn the meeting at 7:27 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary