

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
AUGUST 12, 2019  
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ROLL CALL	SUPERVISORS – Andy Ritter, Brian Schmick, Bruce Trostle, Kelley Moyer-Schwille, and Richard Rocco
ATTENDEES	Faye Romberger, Phillip Brath, P.E., Duane Stone, Esquire, Chief Thomas Wargo, Peggie Williams, Chief Scott McClintock, Bruce Holbrook, Sandra Holbrook, Charles Suhr, Tim Mellott, Brian Pinamonti, Pat McKonly, Karissa Murdock, Gary Murdock, and Al Kerchner
CALL TO ORDER	Chairman Ritter called the regularly scheduled meeting of the Carroll Township Board of Supervisors to order at 6:32 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 Session on Monday, August 12, 2019 prior to the Board of Supervisors Meeting to discuss personnel matters and contractual issues.
APPROVAL OF THE TREASURER’S REPORT	It was moved by Supervisor Trostle, seconded by Supervisor Schmick, and unanimously carried to approve the Treasurer’s Report dated August 12, 2019 as submitted, which includes the Open Bill List up to and including August 06, 2019 in the amount of \$538,461.05, Cash Flow Reports for July 2019, Compared to Budget Reports for July 2019, and Check Register Report for July 2019 to ratify the July 2019 Bill List.
APPROVAL OF THE JULY 01, 2019 WORK SESSION MINUTES	It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to approve the July 01, 2019 Board of Supervisors Work Session Minutes as submitted.
APPROVAL OF THE JULY 08, 2019 MINUTES	It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Rocco, and unanimously carried to approve the July 08, 2019 Board of Supervisors Meeting Minutes as submitted.

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**POLICE  
CERTIFICATE OF  
COMMENDATION  
OFFICERS FRENCH  
AND MARTINEZ**

Chief Wargo presented Certificates of Commendation to Officer James French and Officer Elias Martinez for their outstanding performance of duty on Tuesday, July 23, 2019 when they investigated, searched the area and assisted in locating a murder suspect. Your actions reflected your dedication to serving our community and are in the highest traditions of the Carroll Township Police Department.

**FIRE REPORTS**

Scott McClintock, Chief, presented the Northern York County Fire Rescue Report for July 2019.

**PUBLIC COMMENT**

Chairman Ritter asked for public comment.

Brian Pinamonti – 1110 Grouse Road – questioned if he would be able to see the Subdivision Plans for Windy Heights Phase I and Phase III. He questioned if the Township could require the Developer to use double yellow lines instead of single yellow lines when they do the line painting in the development. He also questioned if the Township plans to connect Pheasant Ridge Road through the vacant land between Dillsburg Borough and Carroll Township. There is only one way into and out of Windy Heights Development at the present time.

Bruce Holbrook – 240 Meadowview Road – is concerned about the extra traffic that the Fieldstone Crest Development will put on Meadowview Road. He is also concerned about the stormwater runoff from this development and the on-lot septic systems.

**APPROVAL OF THE  
PRELIMINARY  
PLANS FOR  
FIELDSTONE CREST**

It was moved by Supervisor Moyer-Schwille, seconded by Chairman Ritter, and carried to grant the following waiver requests for the Preliminary Subdivision Plans for Fieldstone Crest – Harry H. Fox, Jr. – 29 Lots as per Phillip Brath’s Comment Letter dated July 31, 2019:

**V. Waivers**

1. Where a subdivision or land development application abuts or contains an existing street of inadequate right-of-way, width, pavement, section, or the existing street shows signs of surface cracking or deformed cross section, said street shall be reconstructed to meet current

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- Ordinance requirements. (Section 702.4.A) **Applicant requesting waiver from Ordinance Requirement.** (See Sheet 10 & 11) **Planning Commission recommended granting waiver with offsetting improvements to Meadow View Road from entrance to Old York Rd.**
2. Provide Existing Resource Inventory and Site Analysis Plan. (Section 506.11) **Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended granting waiver.**
  3. Provide Preliminary Resource Impact and Conservation Plan. (Section 506.12) **Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended granting waiver.**
  4. Curb reveal shall be 6” within residential developments. (Section 708.3.1) **Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended granting waiver.**
  5. A 100’ setback from on-lot disposal systems must remain on the subject property and must not extend onto any adjacent property, without an easement from adjacent property owner. (Section 709.7) **Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended granting waiver.**
  6. Temporary or permanent cul-de-sac streets shall not exceed a centerline distance of 600 feet. (Section 702.9.B) **Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended granting waiver.**

Supervisors Trostle and Schmick voted no.

It was moved by Supervisor Moyer-Schwille, seconded by Chairman Ritter, and carried to conditionally approve the Preliminary Subdivision Plans for Fieldstone Crest – Harry H. Fox, Jr. – 29 Lots contingent upon addressing all of the following comments in Phillip Brath’s Comment Letter dated July 31, 2019:

**II. Subdivision (Ordinance No. 2018-242)**

1. All certificates must be signed, sealed, and dated after last submission revision date. (Section 507/607.1)

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2. The Owners must sign the plan and date after last plan revision. (Section 507.3/607.1)
3. A statement on the plan indicating any proposed waivers, special exceptions, conditional uses or variances and date of action by Board. (Section 505.15)
4. Show well and septic system isolation distances on Subdivision Sheets 5, 6 & 7 to show encumbered areas. (Section 709.6, 709.7 & 710.4)
5. If the existing fruit stand on lot 14 and existing sheds on lot 1 are to remain easements must be provided. (Section 505.6)
6. Final action by Board of Supervisors on waivers requested must be noted on plan prior to plans recording. (Section 505.15)
7. Provide draft Community Association Document for approval prior to Plan approval. (Section 506.13)

**III. Stormwater (Ordinance No. 2011-216)**

1. The type, location and extent of all erosion and sedimentation control measures shall be shown on an Erosion and Sedimentation Control Plan that conforms to the requirements of Part IV of the DEP Soil and Erosion and Sediment Control Manual, as a minimum and as approved by the York County Conservation District. (Section 303.E.1)
2. A draft description of an ownership and maintenance program, in a form that can be incorporated into a stormwater easement agreement at the Recorder of Deeds for York County. This form shall clearly set forth the ownership and maintenance responsibilities for all temporary and permanent stormwater management facilities which shall include subsections A, B, and C. (Section 303.F.7)
3. Outlet structure detail shall show base of structure set 3' below grade. (Section 401.7.A(26))
4. The discharge pipe shall consist of RCP. (Section 401.7.A(10))
5. All outlets discharging onto adjacent property owner's properties must have adjacent property owner's written permission. (Section 401.7.E)

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6. Provide basic detail drawings for proposed inlets, oversized inlets, concrete endwalls, and storm pipe trench details demonstrating which standard components are proposed for this site. Demonstrate that inlets have concrete flow channels and general materials of construction.
7. Provide a single bound final signed and sealed stormwater management report for the file.

**IV. General Comments**

1. The Board should note the project proposes 29 dwellings. A Traffic Impact Study shall be submitted for projects that propose at least thirty (30) dwelling units or fifty (50) parking spaces and/or “drive through” service. The Board of Supervisors may require a Traffic Impact Study when, in their opinion, the conditions outlined in 506.3.A exist.
2. Show and detail cul-de-sacs, including construction, temporary easements and restoration details.

Supervisor Trostle voted no.

PUBLIC SEWER  
EXTENDED TO  
MAPLE STREET &  
600 HARRISBURG  
PIKE

It was moved by Chairman Ritter, seconded by Supervisor Trostle, and unanimously carried that Carroll Township intends to Amend the Carroll Township’s 537 Plan to extend public sewer to all the properties located on Maple Street and the property located at 600 Harrisburg Pike in Carroll Township. These properties shall be required to hook-up to public sewer on or before August 1, 2029 or sooner if the current on-lot septic system malfunctions or when a property is sold.

Solicitor Stone stated that the Board must advertise in the newspaper for three consecutive weeks that the Board is going to amend Carroll Township’s 537 Plan to extend public sewer to Maple Street and 600 Harrisburg Pike.

Township Engineer Phillip Brath stated that he is meeting with Sheldon Williams, DAA Manager, on Tuesday, August 13, 2019 at the site (Maple Street) to discuss the public sewer extension.

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**SOLICITOR  
COMMENTS**

Duane Stone, Township Solicitor, stated that he has created a Payroll Policy and it ready for the Board to take action on.

**PAYROLL POLICY  
ADOPTED FOR  
DIRECT DEPOSIT  
ONLY**

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to adopt the Payroll Policy dated August 08, 2019 that all full and part-time employees receiving wages, salary and payroll will be required to participate in mandatory direct deposit effective as of the first payroll in November 2019, which is November 05, 2019.

**UPDATE ON  
DILLSBURG BORO  
& MONAGHAN  
TOWNSHIP  
PROPOSED  
POLICE SERVICE  
AGREEMENTS**

Chief Wargo will be dropping off the Dillsburg Borough's Proposed 2020 – 2024 Police Service Agreement this week.

Supervisor Trostle stated that he is meeting with Monaghan Township Supervisors on Thursday, August 28, 2019 at 5:30 p.m. to discuss their Proposed 2020 - 2022 Police Service Agreement.

**AUTOMATIC DOOR  
OPENERS FOR  
NEW SHED**

It was moved by Supervisor Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize the Township Staff to purchase automatic door openers to be installed on the overhead doors in the new recycling shed from Baker Door Company in the amount of \$2,400.00 to be paid out of the General Fund using line item number 01-426-369.

**COMMERCIAL  
SPRAYING  
AROUND  
BALLFIELD  
FENCES, PARKING  
LOTS, AND  
ROADSIDE  
VEGETATION  
CONTROL**

It was moved by Supervisor Schmick, seconded by Chairman Ritter, and carried to authorize the Township Staff to enter into a 2019 – 2021 Commercial Service Agreement with DBI Services for Fence Line spraying around ballfields and parking lot, and Roadside Vegetation Control. The Fence Line spraying around ballfields and parking lot will be 2019 – \$776.00, 2020 – \$784.00, and 2021 – \$800.00. The Roadside Vegetation Control will be 2019 – \$4,365.00, 2020 – \$4,441.00, and 2021 – \$4,500.00.

Supervisor Moyer-Schwille voted no.

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ADOPT  
RESOLUTION  
2019-11  
MUNICIPAL  
RECORDS MANUAL  
AS AMENDED  
MARCH 28, 2019

It was moved by Supervisor Schmick, seconded by Supervisor Rocco, and unanimously carried to adopt Resolution 2019-11 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania, declaring its intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual, approved December 16, 2008, as amended March 28, 2019.

PERMISSION  
TO ADVERTISE  
TO SELL 19  
SECTIONS OF RCP

It was moved by Chairman Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize Township Staff to advertise to sell 19 Sections of 8’ long 15” diameter RCP through the Muncibid process.

ADVERTISE  
PROPOSED  
ORDINANCE  
NUMBER 2019-243  
ORDINANCE  
CODIFICATION

It was moved by Supervisor Trostle, seconded by Supervisor Schmick, and unanimously carried to authorized Township Staff to advertise Proposed Ordinance Number 219-243 – An Ordinance to approve, adopt and enact an Ordinance Codification for the Township of Carroll, County of York, Commonwealth of Pennsylvania to provide for the repeal of certain legislation not included therein; to save from repeal certain other legislation not included therein; and to provide penalties for tampering with the code to be considered for action at the Board of Supervisors meeting held on Monday, September 09, 2019 at 6:30 p.m.

SET PROPOSED  
2020 BUDGET  
WORK SESSIONS

It was moved by Chairman Ritter, seconded by Supervisor Trostle, and unanimously carried to authorize Township Staff to advertise the following Work Session Meetings to discuss the Proposed 2020 Budget: Monday, October 07, 2019 – prior to the Board of Supervisors Work Session at 5:30 p.m., - Revenue; Monday, October 14, 2019 – after the Board Of Supervisors Regular Meeting – Expenses; Monday, October 21, 2019 – Expenses at 6:00 p.m.; and Monday, October 28, 2019 – Expenses at 6:00 p.m. (if needed).

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the month of July 2019.

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**LEFT TURN  
ARROWS AT THE  
INTERSECTION OF  
MOUNTAIN ROAD  
& HARRISBURG  
STREET**

Supervisor Moyer-Schwille stated that she would like to install left turn lights at the intersection of Harrisburg Street and Mountain Road. Since the temporary closure of Golf Course Road and Range End Road, we are going to be putting more traffic at this intersection to turn left.

**ADJOURNMENT**

It was moved by Supervisor Schmick, seconded by Supervisor Rocco, and unanimously carried to adjourn the meeting at 8:09 p.m.

Respectfully submitted,

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Faye L. Romberger, Secretary