

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
DECEMBER 10, 2018
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ROLL CALL	SUPERVISORS – Bruce Trostle, Andy Ritter, Brian Schmick, Richard Rocco (arrived at 6:40 p.m.), and Kelley Moyer-Schwille
ATTENDEES	Faye Romberger, Phillip Brath, P.E., Duane Stone, Esquire, Peggie Williams, Marc DeSouza, Scott McClintock, and Charles Courtney
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.
PUBLIC HEARING DILLSBURG VENTURES SETTLEMENT AGREEMENT	<p>Chairman Ritter opened the Public Hearing on the Proposed Dillsburg Ventures Settlement Agreement.</p> <p>There were no public comments. Chairman Ritter closed the Public Hearing.</p> <p>It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried that Carroll Township enter into the Settlement Agreement with Dillsburg Ventures, LLC. to settle the United States District Court for the Middle District of Pennsylvania Civil Action NO.1:10-CV-275 before Chief Judge Christopher C. Conner.</p>
EXECUTIVE SESSION	The Board of Supervisors held an Executive Session on Monday, December 03, 2018 at 5:30 p.m. to discuss contractual and personnel matters.
APPROVAL OF THE TREASURER’S REPORT	It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to approve the Treasurer’s Report dated December 10, 2018 as submitted, which includes the Open Bill List up to and including December 05, 2018 in the amount of \$273,460.27, Cash Flow Reports for November 2018, Compared to Budget Reports for November 2018, and Check Register Report for November 2018 to ratify the November 2018 Bill List.

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APPROVAL OF THE NOVEMBER 05, 2018 WORK SESSION MINUTES	It was moved by Supervisor Trostle, seconded by Chairman Ritter, and unanimously carried to approve the November 03, 2018 Board of Supervisors Work Session Minutes as submitted.
APPROVAL OF THE NOVEMBER 13, 2018 MEETING MINUTES	It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Trostle, and unanimously carried to approve the November 13, 2018 Board of Supervisors Meeting Minutes as submitted.
FIRE REPORTS	Scott McClintock, Chief, presented the Northern York County Fire Rescue Report for November 2018. Supervisor Rocco arrived at the meeting at 6:40 p.m.
PUBLIC COMMENT	Chairman Ritter asked for public comment. There were no public comments.
ORDINANCE NUMBER 2018-242 SUBDIVISION AND LAND DEVELOPMENT ORDINANCE	It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille to adopt Ordinance Number 2018-242 – An Ordinance Regulating the Subdivision and Development of Land Including Mobile Home Park within the Township of Carroll, York County, Pennsylvania, Providing for the Preparation of Preliminary and Final Plats for Such Purpose: Requiring Certain Improvements to be made or Guaranteed to be made by the Subdivider and Developer; Regulating Sales of Lots, Erection of Buildings, Construction, Opening and Dedication of Streets, Sewers, other Facilities, and Public Improvements in Connection with Subdivisions and Land Development and Prescribing Penalties for the Violation Thereof.
FINAL PLANS FOR WINDY HEIGHTS PHASE III TIME EXTENSION	It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Schmick, and unanimously carried to table and accept the time extension for the review of the Final Subdivision Plan for Project Entitled “The New Windy Heights (Phase III) on Property owned by Old York Homes One Limited and Situated in Carroll Township, York County, PA until January 27, 2019.

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INCREASE
FINANCIAL
SECURITY
BY 10% FOR 2018

It was moved by Chairman Ritter, seconded by Supervisor Moyer-Schwille, and unanimously carried, in accordance with the Carroll Township Subdivision and Land Development Ordinance Section 1301.h, to require a 10% increase in Financial Security for the following Developments:

1. Chadwick Meadows Phase 2 from \$8,095.00 to \$8,904.50,
2. Grantham Crossing from \$69,300.00 to \$76,230.00
3. Stonebridge Crossing Phase 1 from \$399,091.02 to \$439,000.12,

FINAL LAND
DEVELOPMENT
PLAN FOR
RUTTER'S

Phillip Brath, Township Engineer, stated that the Final Land Development Plan for Rutter's was submitted with some changes that he wanted to make the Board aware of. The changes are:

1. Replaced the inlet with a BMP snout
2. Two underground storage tanks instead of one
3. Milling and overlaying the entire parking lot
4. The dumpster gate is being replaced.

The Board did not have a problem with these changes.

SOLICITOR
COMMENTS

Solicitor Stone stated that he is working on the Police Contract.

RESOLUTION
2019-01
ADOPTING THE
2019 BUDGET

It was moved by Supervisor Trostle, seconded by Chairman Ritter, and unanimously carried to adopt Resolution Number 2019-01 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania, approving the 2019 Budget as proposed showing anticipated expenditures, receipts and setting the 2019 Tax Levy at 2.62 mills.

AWARD
2018 – 2019
SALT/DEICER
BID

It was moved by Supervisor Schmick, seconded by Supervisor Moyer-Schwille, and unanimously carried to award the Capital Region Governments 2018 – 2019 Salt/Deicer bid to the lowest bidder, Morton Salt, Inc. at \$59.14/ton FOB delivered.

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**PROPOSED
RESOLUTION
2019-05
APPOINT CERTIFIED
PUBLIC ACCONTANT
TO AUDIT THE BOOKS** It was moved by Chairman Ritter, seconded by Supervisor, Rocco and unanimously carried to authorize the Township Staff to advertise Resolution 2019-05 - Appointing a Certified Public Accountant to make an examination of all of the accounts of Carroll Township for the Fiscal year 2018 for action at the January 14, 2019 Board of Supervisors meeting.

**KEY FOB SYSTEM
TABLED** It was moved by Supervisor Schmick, seconded by Chairman Ritter, and unanimously carried to table the purchase of a Key Fob System for the Municipal Building until the January 7, 2019 Board of Supervisors meeting.

**CODY RECORD
MANAGEMENT
SYSTEM
FOR POLICE
DEPARTMENT** It was moved by Chairman Ritter, seconded by Supervisor Schmick, and unanimously carried to purchase the Cody Record Management System using Option 1 – 1 Year pre-payment up-front total with 1 Year pre-payment of all items totaling \$40,158.49 to be paid out of the General Fund line item number 01-410-450.

**UPDATE OUTSIDE
CALL BOX** Chief Wargo stated that the outside call box cost is \$1,400.00 and it will be installed in January 2019.

**SET MEETING
DATES, TIME
AND OFFICE
CLOSED DATES
FOR 2019** It was moved by Supervisor Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to set the meeting dates, and time for 2019 as follows:

The office hours will be Monday through Friday from 8:30 a.m. to 4:30 p.m.

The Board of Supervisors will meet at the Carroll Township Municipal Building at 555 Chestnut Grove Road, the second Monday of each month at 6:30 p.m. The following are the meeting dates for 2019: January 07 (Re-organizational meeting) January 14, February 11, March 11, (MS4 Permit Update), April 08, May 13, June 10, July 08, August 12, September 09, October 14, November 12 (Tuesday due to Veterans Day)), and December 09.

The Board of Supervisors will be holding Work Sessions the first Monday of every month starting in January at 6:30 p.m. The following are the Work Session meeting dates for 2019:

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SET MEETING
DATES, TIME
AND OFFICE
CLOSED DATES
FOR 2019
CONTINUES

January 07 (to follow the Re-organizational Meeting) February 04, March 04, April 01, May 06, June 03, July 01, August 05, September 03 (Tuesday due to Labor Day), October 07, November 04 and December 02.

It was moved by Supervisor Trostle, seconded by Chairman Ritter, and unanimously carried to set the following partial list of Municipal Office closed dates for 2019. The remaining office closures will be announced at a later date.

The Township Municipal Office will be closed on the following Holidays in 2019: New Year's Day – January 01, President's Day – February 19, and Good Friday – April 19.

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the month of November 2018.

ADDITIONAL
BUSINESS

Chairman Ritter requested that the On-Call Agreement with Holy Spirit EMS be placed on the January 07, 2019 Work Session Agenda.

Supervisor Schmick stated that he talked to Cody Software System, which is the proposed Police Department's new Alert System. He should have updated pricing for the December 3, 2018 Board of Supervisors Work Session.

Supervisor Schmick questioned how we remove an individual from the DAA Board. He is asking that this matter be looked into.

ADJOURNMENT

It was moved by Supervisor Moyer-Schwille, seconded by Chairman Ritter, and unanimously carried to adjourn the meeting at 7:15 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary