

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
DECEMBER 14, 2020
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ROLL CALL SUPERVISORS – Bruce Trostle, Tim Kelly, and Dominic DePalma

SUPERVISORS ZOOM – Kelley Moyer-Schwille

ATTENDEES Faye Romberger, Chief Thomas Wargo, Duane Stone, Esquire, Chrissy Heisey, Tax Collector, and Phillip Brath, P.E.,

ZOOM ATTENDEES Peggie Williams, and Scott Vance

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 Trostle called the regularly scheduled meeting of the Carroll Township Board of Supervisors to order at 6:50 p.m. The location of the meeting is the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.

EXECUTIVE SESSIONS Chairman Trostle announced that the Board of Supervisors held an Executive Session on Monday, December 14, 2020 prior to the Board of Supervisors Meeting to discuss personnel issues.

APPROVAL OF THE TREASURER’S REPORT It was moved by Supervisor Kelly, seconded by Supervisor DePalma, and unanimously carried to approve the Treasurer’s Report dated December 14, 2020 as submitted, which includes the Open Bill List up to and including December 10, 2020 in the amount of \$60,678.24, Cash Flow Reports for November 2020, Compared to Budget Reports for November 2020, and Check Register Report for November 2020 to ratify the November 2020 Bill List.

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**CHANGES TO THE
PER CAPITA TAX
COLLECTION**

Chrissy Heisey, Carroll Township's Tax Collector, is here tonight to discuss a proposed change on how the Tax Collector is being pay to collect the Per Capita Tax Assessment. The Tax Collector currently is being paid 5% of the gross amounts collected for the Per Capita Tax assessment. Mrs. Heisey is proposing that she be paid 7% of the gross amounts collected and \$1.00 per assessment bill mailed. Any changes to Ordinance must be done before February 15, 2021.

PUBLIC COMMENT

Chairman Trostle asked for public comment. There were no public comments.

**APPROVAL OF THE
NOVEMBER 02, 2020
WORK SESSION
MINUTES**

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Kelly, and unanimously carried to approve the November 02, 2020 Board of Supervisors Work Session Minutes as submitted.

**APPROVAL OF THE
NOVEMBER 02, 2020
BUDGET WORK
SESSION MINUTES**

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the November 02, 2020 Board of Supervisors Proposed 2021 Budget Work Session Minutes as submitted.

**APPROVAL OF THE
NOVEMBER 09, 2020
MINUTES**

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the November 09, 2020 Board of Supervisors Meeting Minutes as submitted.

**FINAL PLANS FOR
LOBAR PROPERTIES
AND WILLIAM AND
VIRGINIA WESSELS**

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to grant the following waiver requests for the Final Subdivision Plan of Plan Book 2419, Page 8579 for Lobar Properties, LLC and William H and Virginia M Wessels as per Phillip Brath's Comment Letter dated December 03, 2020:

IV. Waivers Requested

1. Provide a stormwater management plan. (Section 435-27.I) Applicant requesting modification from ordinance requirement to defer until building permit is submitted.
The Planning Commission recommended waiver.

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CONTINUES

2. Provide a Wetland Study. (Section 435-27.G) Applicant requested waiver from ordinance requirement. **The Planning Commission recommended waiver.**
3. Provide an Existing Resources and Site Analysis Plan. (Section 435-27.K) Applicant requested waiver from ordinance requirement. **The Planning Commission recommended waiver.**
4. Provide a Preliminary Resource Impact and Conservation Plan. (Section 435-27.L) Applicant requested waiver from ordinance requirement. **The Planning Commission recommended waiver.**
5. Provide erosion and sedimentation control adequacy letter or approval from York County Conservation District or DEP (Section 435.28.H) Applicant requesting modification from ordinance requirement. There is an existing NPDES permit for part of the Lobar site. **The Planning Commission recommended waiver.**
6. Provide Groundwater Supply Study (Section 435-27.F) Applicant requested waiver from ordinance requirement. **The Planning Commission recommended waiver.**
7. Provide a Traffic Impact Study (Section 435-27.C) Applicant requested waiver from ordinance requirement. **The Planning Commission recommended waiver.**
8. Provide street trees along existing street frontage per Section 435-52.D. Applicant requested waiver from ordinance requirement. **The Planning Commission recommended waiver.**
9. The Applicant has requested a waiver form the Homeowners' Association and/or Private Road maintenance agreement requirements for access to the Wessels property. (Section 435-54.B.3.h) **The Planning Commission recommended waiver.**
10. Provide Recreation Area or Open Space or provide alternative including Fee-in lieu. (Section 435-43) Applicant requesting modification from ordinance requirement. **The Planning Commission recommended waiver.**

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FINAL PLANS FOR
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CONTINUES

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to conditionally approve the Final Subdivision Plan of Plan Book 2419, Page 8579 for Lobar Properties, LLC and William H and Virginia M Wessels contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated December 03, 2020:

II. Zoning (Ordinance No. 2006-178 as Amended)

1. To the satisfaction of the Zoning Officer, revise the plan to reflect the side setback of 10' in the Mixed-1 Zoning District. (Section 450 Attachment 6)
2. To the satisfaction of the Zoning Officer, revise the plan to reflect the side setback of 15' in the Commercial Zoning District. (Section 450 Attachment 8)

III. Subdivision (Ordinance No. 2018-242)

1. All certificates must be signed, sealed by the individual responsible for the plan and dated after last submission revision date. (Section 435-28.B)
2. The Owners must sign the plan and date after last plan revision. (Section 435-28.C/36.A)
3. Provide a deed of consolidation, approved by the Township Solicitor, for recording with the Plan. (Section 435-36.P)
4. Applicable waivers, special exceptions, conditional uses or variances and date of action by Board shall be provided on the plan. (Section 435-26.O)
5. All outstanding fees must be paid prior to recording Plan. (Section 435-36.M)
6. The Official Map shows a proposed ROW across the properties. This ROW shall be depicted on the Plan. (Section 435-27.K.12)

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LETTER FROM
DUSTIN GIBB
58 DOGWOOD LANE

Mr. Dustin Gibb at 58 Dogwood Lane is requesting a waiver request not to replant the trees on his property that were required by the Subdivision Ordinance. Mr. Gibb cut down three trees that were located on his property because of a sight distance problem when pulling out of his driveway on to Dogwood Lane.

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to table this matter until the January 04, 2021 Board of Supervisors Work Session to discuss further.

RESOLUTIONS
2020-51, 2020-52,
2020-53, 2020-54
AND 2020-55
PROCLAMATION
OF LOCAL
DISASTER
EMERGENCY

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Kelly, and unanimously carried to adopt Resolution Numbers 2020-51, 2020-52, 2020-53, 2020-54 and 2020-55 - Resolutions of the Board of Supervisors of Carroll, Township, York County Pennsylvania to hereby declare the existence of a disaster emergency in Carroll Township, York County by approving the Proclamation of Local Disaster Emergency because of the COVID-19 pandemic.

ADVERTISE
VERIZON
FRANCHISE
RENEWAL
AGREEMENT
PROPOSED
ORDINANCE
2021-246

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Kelly, and unanimously carried to authorize the Township Staff to advertise Proposed Ordinance Number 2021-246 – An Ordinance of Carroll Township Authorizing Execution of a Cable Franchise Agreement between the Township and Verizon Pennsylvania LLC to take action at the Carroll Township Board of Supervisors Meeting scheduled for Monday, January 11, 2021.

RESOLUTION
2021-01
ADOPTING THE
2021 BUDGET

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to adopt Resolution Number 2021-01- A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania, approving the 2021 Budget as proposed showing anticipated expenditures, receipts and setting the 2021 Tax Levy at 2.62 mills.

PROPOSED
RESOLUTION
2021-05
APPOINT CERTIFIED
PUBLIC ACCOUNTANT
TO AUDIT THE BOOKS

It was moved by Supervisor Moyer-Schwille seconded by Supervisor DePalma and unanimously carried to authorize the Township Staff to advertise Resolution 2021-05 - Appointing a Certified Public Accountant to make an examination of all of the accounts of Carroll Township for the Fiscal year 2020 for action at the January 11, 2021 Board of Supervisors meeting.

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SET MEETING
DATES, TIME
AND OFFICE
CLOSED DATES
FOR 2021

It was moved by Supervisor Kelly, seconded by Chairman Trostle and unanimously carried to set the meeting dates, and time for 2021 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 2021: January 04 (Re-organizational meeting) January 11, February 08, March 08, April 12, May 10, June 14, July 12, August 09, September 13, October 11, November 08, and December 13.

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 2021: January 04 (following Re-organizational meeting), February 01, March 01, April 05, May 03, June 07, July 06 (Tuesday due to July 4th), August 02, September 07 (Tuesday due to Labor Day), October 04, November 01, and December 06.

Set the Municipal Office Closed dates for 2021

The Township Municipal Office will be closed on the following Holidays in 2021: New Year's Day – January 01, President's Day – February 15, Good Friday – April 02, Memorial Day – May 31, Independence Day – July 5, Labor Day – September 06, Veteran's Day – November 11, Thanksgiving Day – November 25, Friday after Thanksgiving – November 26, Christmas Eve – December 24, Christmas Day – December 25 and New Year's Eve – December 31.

AWARD 2020-2021
ROAD SALT BID

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to award the Capital Region Governments 2020 – 2021 Road Salt/Deicer bid to the lowest bidder, Morton Salt, Inc. at \$57.94/ton FOB delivered.

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ADVERTISE FOR
MOWING BIDS
FROM APRIL 2021
THROUGH
MARCH 2024

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Kelly, and unanimously carried to authorize the Township Staff to advertise for Mowing Bids for the April 2021 through March 2024 mowing contract for Carroll Township Municipal Building and fields and Chestnut Park fields. The bids will be due by, and opened on Thursday, January 28, 2021 at 2:00 p.m. and the successful bidder will be announced at the Board of Supervisors regularly scheduled meeting on February 08, 2021.

PENN STATE
HEALTH
ALS AND GROUND
AMBULANCE
SERVICE
AGREEMENT

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to table the Penn State Health & Geisinger Emergency Medical Services – West Shore ALS and Ground Ambulance Service Provider Agreement until January 04, 2021 Board of Supervisors Work Session for further discussions.

ADVERTISE FOR
LETTER OF
INTEREST FOR
APPOINTED
POSITIONS

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize the Office Staff to advertise for Letter of Interest for the following positions; Zoning Hearing Board, Auditors, Logan Park Authority and Planning Commission. Letter of Interest must be into the Township no later than Monday, December 28, 2020.

POLICE REPORT

Chairman Trostle presented the Police Report for the month of November 2020.

FIRE REPORT

Chairman Trostle stated that the Township has received the Fire Report from Northern York County Fire Rescue for the month of November 2020. If anyone has any questions, please let the Secretary know so we can get your questions answered.

ADJOURNMENT

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to adjourn the meeting at 7:34 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary