

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
FEBRUARY 12, 2024
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- ROLL CALL** SUPERVISORS – Dave Bush, Brent Sailhamer, and Libby Loudenslager
- Supervisor Zooming – Kelly Wall
- ATTENDEES** Faye Romberger, Phillip Brath, P.E., Brandon Slatt, Township Manager, Darrell Dethlefs, Esquire, Jessica Baim, Ken Farner, Kristen Stagg, and Mike Kreiger
- Zoom Attendees – James Hess, and Jeremiah Jones
- 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 REPORT** Chief Hector Morales, Northern York County Fire and Rescue, was not available at the meeting. The January 2024 Fire Report was available if anyone would like to see it.
- POLICE REPORT** Chief Thomas Wargo presented the Police Report for the Month of January 2024.
- Chief Wargo updated the Board on Car 2. This vehicle has been at LB Smith for over a year. The team that circulates around to the dealers was just at LB Smith and fixed the car. He would like to try it out and if it is fixed sell the vehicle as soon as possible. He would like to use MuniBid this time around to see what we get for the vehicle. Chief Wargo would like to put this matter on the March 04, 2024, Work Session Agenda for further discussion.
- Chief Wargo updated the Board on hiring a new Police Officer. The interviews are completed. He would like to put this matter on the April 01, 2024, Work Session Agenda for further discussion. The applicant still needs to pass the background check, the psychological exam, and the physical exam.

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| APPROVAL OF THE
TREASURER'S
REPORT | It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve Treasurer's Report dated February 12, 2024, as submitted, which includes the Open Bill List up to and including February 09, 2024, in the amount of \$107,255.74, Cash Flow Reports for January 2024, compared to Budget Reports for January 2024, and Check Register Report for January 2024 to ratify the January 2024 Bill List. |
| PUBLIC COMMENT | Chairman Sailhamer asked for public comment. There was no public comment. |
| DECEMBER 04, 2023
WORK SESSION
MINUTES | <p>It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to approve the December 04, 2023, Board of Supervisors Work Session Minutes as submitted.</p> <p>Supervisor Loudenslager abstained from the vote because she was not on the Board at that time.</p> |
| DECEMBER 11, 2023
MEETING
MINUTES | <p>It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to approve the December 11, 2023, Board of Supervisors Meeting Minutes as submitted.</p> <p>Supervisor Loudenslager abstained from the vote because she was not on the Board at that time.</p> |
| DECEMBER 14, 2023
CONDITIONAL USE
HEARING MEETING
MINUTES (2023-004)
LOT 1 OF
NORTHERN
BUSINESS PARK | <p>It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to approve the December 14, 2023, Board of Supervisors Conditional Use Hearing Application Number 2023-004 for SDKM Dillsburg Land, LLC, Lot 1 of Northern Business Park Minutes as submitted.</p> <p>Supervisor Loudenslager abstained from the vote because she was not on the Board at that time.</p> |
| JANUARY 02, 2024
WORK SESSION
MINUTES | It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the January 02, 2024, Board of Supervisors Work Session Minutes as submitted. |

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JANUARY 02, 2024 RE- ORGANIZATIONAL MINUTES	It was moved by Supervisor Loudenslager, seconded by Supervisor Wall, and unanimously carried to approve the January 02, 2024, Board of Supervisors Re-Organizational Minutes as submitted.
JANUARY 04, 2024 CONDITIONAL USE HEARING MEETING MINUTES (2023-004) LOT 1 OF NORTHERN BUSINESS PARK	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to approve the January 04, 2024, Board of Supervisors Conditional Use Hearing Application Number 2023-004 for SDKM Dillsburg Land, LLC, Lot 1 of Northern Business Park Minutes as submitted. Supervisor Loudenslager abstained from the vote because she was not allowed to participate.
JANUARY 08, 2024 PUBLIC HEARING MINUTES	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the the January 08, 2024, Board of Supervisors Public Hearing Minutes as submitted.
JANUARY 08, 2024 MEETING MINUTES	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the January 08, 2024, Board of Supervisors Meeting Minutes as submitted.
JANUARY 23, 2024 CONDITIONAL USE HEARING MEETING MINUTES (2023-004) LOT 1 OF NORTHERN BUSINESS PARK	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to approve the January 23, 2024, Board of Supervisors Conditional Use Hearing Application Number 2023-004 for SDKM Dillsburg Land, LLC, Lot 1 of Northern Business Park Minutes as submitted. Supervisor Loudenslager abstained from the vote because she was not allowed to participate.
FIELDSTONE CREST PHASE I FINANCIAL SURETY RELEASE	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to release \$49,258.98 (Surety Release Number 2) from the financial surety being held for improvements completed in the Fieldstone Crest Phase I Development. This will reduce the Member's First Federal Credit Union Irrevocable Standby Letter of Credit Number 783403-0008 for this project from \$240,948.53 to \$191,689.55.

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FIELDSTONE
CREST PHASE II
AND III
FINANCIAL
SURETY RELEASE

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to release \$62,763.00 (Surety Release Number 2) from the financial surety being held for improvements completed in the Fieldstone Crest Phase II and III Development. This will reduce the Mid Penn Bank Irrevocable Letter of Credit Number 986 for this project from \$396,446.00 to \$333,683.00.

PREMIER BOAT RV
INDOOR STORAGE
FINANCIAL
SURETY RELEASE

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to release \$1,270.25 from the financial surety being held for a holding tank at the Premier Boat RV Storage located at 169 Chestnut Grove Road. The holding tank was replaced with an on-lot septic system. This will reduce the cash surety for this project from \$1,270.25 to zero.

TWP. SOLICITOR
COMMENTS

Attorney Dethlefs stated that Attorney Pykosh and himself are working on the draft policy pertaining to Preliminary/Final Plans. The Policy will be available to discuss at the March 04, 2024, Work Session.

RESOLUTION
2024-09
LOGAN MEADOWS
PHASE III HOUSE
NUMBERING
SYSTEM

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2024-09 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania, setting the Official House Numbering System for the Logan Meadows Phase III Development as submitted.

RESOLUTION
2024-08
AMEND THE 2024
FEE SCHEDULE
TO INCREASE
PAVILION RENTAL
FEE

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2024-08 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania, to amend Resolution Number 2024-06 setting the 2024 Fee Schedule to increase the Chestnut Park Pavilion Reservation Fee from \$25.00 to \$75.00.

NEW COPIER
LEASES FOR
THE TOWNSHIP
ADMINISTRATION
AND POLICE
DEPARTMENT

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to authorize Brandon Slatt, Township Manager, to sign the Lease Agreement to lease two new copiers one for the Township Administration and one for the Police Department from Higher Information Group at \$325.96 per month for 48 months.

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911 FIRE AND
EMS RUN CARDS
CHANGES

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to authorize the Chairman of the Board, Brent Sailhamer, the highest ranking elected municipal official has the authority to sign off on any/all changes pertaining to the Fire and/or EMS Run Cards and Responses within Carroll Township.

APPOINTMENT OF
SIMONE COLLINS
AS PLANNERS FOR
COMPREHENSIVE
PLAN REVISIONS

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to appoint Simone Collins Landscape Architecture as the Planners for the Carroll Township and Dillsburg Borough Multi-Municipal Comprehensive Plan Revisions and set the fee at a lump sum fee of \$90,000.00 inclusive of all reimbursable expenses.

AWARD MOWING
BID FOR THE
APRIL 2024
THROUGH MARCH
2027 MOWING
SEASON

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to award the April 2024 through March 2027 Mowing Season Bid to Zead Property Services, LLC for Carroll Fields at \$160.00 per mowing and Chestnut Park \$320.00 per mowing with a total of \$480.00 per mowing.

Supervisor Sailhamer questioned how often they mow in a season.

APPOINTMENT
TO ZONING
HEARING BOARD
ALTERNATE
MEMBER
LINDA FISCUS

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to appoint Linda Fiscus to the Carroll Township Zoning Hearing Board as an Alternate Member for a three-year term to expire January 2027.

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RESOLUTION
2024-10
MUNICIPAL
ASSISTANCE
PROGRAM
AND DESIGNATE
SIGNERS

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2024-10 – A Resolution of the board of Supervisors of Carroll Township, York County, Pennsylvania, authorizing the submission of an application to the Municipal Assistance Program and commits municipal resources in the amount of fifty-three thousand two hundred dollars (\$53,200.00) as match for said project; and hereby designate Brent Sailhamer, Chairman, and Brandon Slatt, Carroll Township Manager/Zoning Officer, as the officials to execute all documents and agreements between Carroll Township and the Pennsylvania Department of Community and Economic Development to facilitate and assist in obtaining the requested grant.

COMMITTEE
REPORTS

Supervisor Loudenslager stated that the Recreation Committee which include Supervisors Loudenslager and Bush met with Brandon Slatt to discuss recreation issues. Some of items discussed were:

1. The park located on Creek Road in the Berkshire Hills Development. The Berkshire Hills Development HOA would like to turn this park over to the Township.
2. Chestnut Park – The Lacrosse Field will not be used for Lacrosse. This field will be turned over to soccer. Other items discussed were to create a tennis/pickle ball court, and basketball courts.
3. At the Township Building – putting in a small playground area.
4. Purchasing land – the property across the street from Municipal Building owned by Shelly's and adjoining property owner.
5. Logan Park – remove the horseshoe pits and put in exercise stations.

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ADDITIONAL
ITEMS TO BE
DISCUSSED

Supervisor Loudenslager questioned the Community Networking Resources (CNR) grant writing bills. She would like to see a detailed breakout for these monthly bills. What are they doing each month for this \$4,000.00 invoice?

Phillip Brath, Township Engineer, brought up the Chestnut Grove Development Traffic Improvement fee for the roundabout at Ore Bank Road and W. Siddonsburg Road. This item will be placed on the March 04, 2024, Work Session Agenda

ADJOURNMENT

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adjourn the meeting at 7:09 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary