

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 1 of 9**

ROLL CALL                    SUPERVISORS – Kelley Moyer-Schwille, Dave Bush, and Brent Sailhamer

   SUPERVISOR ZOOMING – Kelly Wall

ATTENDEES                    Faye Romberger, Phillip Brath, P.E., Thomas Wargo, Chief, Brandon Slatt, Township Manager, Mike Pykosh, Esquire, Hector Morales, Kristen Stagg, Marie Chomicki, Elisha Riggins, Gary Reihart, and Jeremiah Jones

   ZOOM ATTENDEES: James Hess, Janice, and David Maher

   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              Vice-Chairman Wall 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.

APPROVAL OF THE  
TREASURER’S  
REPORT                        It was moved by Supervisor Sailhamer seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the Treasurer’s Report dated February 13, 2023 as submitted, which includes the Open Bill List up to and including February 09, 2023 in the amount of \$82,924.68 Cash Flow Reports for January 2023, Compared to Budget Reports for January 2023, and Check Register Report for January 2023 to ratify the January 2023 Bill List.

PUBLIC COMMENT              Vice-Chairman Wall asked for public comment. There were no public comments.

DECEMBER 05, 2022  
WORK SESSION  
MINUTES                        It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to approve the December 05, 2022 Board of Supervisors Work Session Minutes as submitted.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 2 of 9**

DECEMBER 12, 2022 PUBLIC HEARING MINUTES      It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and unanimously carried to approve the December 12, 2022 Board of Supervisors Public Hearing Meeting Minutes as submitted.

DECEMBER 12, 2022 MEETING MINUTES      It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to approve the December 12, 2022 Board of Supervisors Meeting Minutes as submitted.

JANUARY 03, 2023 RE-ORGANIZATIONAL MEETING MINUTES      It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to approve the January 03, 2023 Board of Supervisors Re-Organizational Meeting Minutes as submitted.

JANUARY 03, 2023 WORK SESSION MINUTES      It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to approve the January 03, 2023 Board of Supervisors Work Session Minutes as submitted.

JANUARY 09, 2023 PUBLIC HEARING MINUTES      It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and unanimously carried to approve the January 09, 2023 Board of Supervisors Public Hearing Minutes as submitted.

JANUARY 09, 2023 MEETING MINUTES      It was moved by Supervisor Sailhamer, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the January 09, 2023 Board of Supervisors Meeting Minutes as submitted.

FINAL PLANS FOR LOGAN MEADOWS PHASE III APPROVAL      It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and carried to conditionally approve the Final Subdivision Plans for Logan Meadows Phase III and IV contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated February 13, 2023.

Supervisor Moyer-Schwille voted no.

It was moved by Supervisor Sailhamer, seconded by Supervisor Wall, and unanimously carried to withdraw the above motion.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 3 of 9**

It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and carried to conditionally approved the Final Subdivision Plans for Logan Meadows Phase III contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated February 13, 2023:

- II. Subdivision (Ordinance No. 84-1989 as amended)
  - 1. All certificates must be signed and sealed. (Section 501.b.(6))
  - 2. The Owners must sign the plan (Section 501.b.(8)) and dated after the last plan revision.
  - 3. Provide a copy of any existing and proposed deed restrictions. (Section 501.b.(35) & Section 501.c.4.x)
  - 4. Provide a letter of approval from Dillsburg Area Authority for the connection of proposed sewer and water mains to the existing lines, and sewer and water service to the development. (Section 502.b)
  - 5. Pay recreation fees in lieu of dedication of recreation land. (Section 706.e)
  - 6. Provide a copy of the current GP-05 Permit. (Section 303.1.g)
  - 7. Provide surety and escrow for improvements construction per Article XIII. Bonds must be self renewing without limitations. A new estimate shall be provided, reviewed, and approved prior to recording the plan.
  - 8. Provide Township standard Developer Financial Security Agreement. The township Solicitor shall review prior to approval.
  - 9. There are minor comments on details that shall be revised prior to recording the plan. Staff will review with Applicant's engineer.

III. Stormwater Management

- 1. Provide updated stormwater management report for Township review. Plan and Report comments will be provided after review. All comments shall be satisfied prior to recording the plan.
- 2. Provide an updated NPDES permit and associated E&S and PCSM Plans, prior to recording plans.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 4 of 9**

IV. General Recommendations

1. All fees must be paid prior to plan recording.
2. Revised homeowners' association declaration must be provided to include previous and future phases for operation and maintenance of common areas, including common stormwater facilities. A review by previous Solicitor was provided. The status of the final document is unknown. Clarification: Inclusive of this issue is the conversion of the Lot 55 sediment/stormwater basin (used in Phase 1 and then again in Phase 3 & 4) to the Post Construction Design condition. This will have to occur in Phase 3 or Phase 4, depending upon the final configuration of the final phase of the development using the basin. Each subsequent Phase will need to be responsible to accept the basin in a certain condition, consistent with completion of each Phase. This issue needs to be clarified and documented prior to moving the project forward.
3. Provide proof that surety establish to all utilities prior to plans recording (i.e. sewer and water). (MPC 509.1) (1201)
4. Provide proof of design approval by Dillsburg Area Authority for proposed sewers.
5. For easements proposed offsite, the applicant must show that he has obtained from property owners' proof of recording of offsite easements needed prior to plan recording.

V. New Comments

1. The Logan Downs stormwater basin ownership/transfer of ownership and maintenance should be clearly articulated in the plans and documents.
2. A traffic study was never completed for Phase 3 and Phase 4 of the development. Provide study or justification. There was an agreement for a fee in lieu of improvements and a regional traffic study. This issue should be settled prior to recording the plan.
3. Most of the current Supervisors are new to the plan and reserve the right to fully review and comment on the plan prior to final approval and recording of the plan.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 5 of 9**

Supervisor Moyer-Schwille voted no.

Gary Reihart – 150 Ore Bank Road – stated there is not a Homeowners Association in the Logan Downs Development. Logan Meadows Phases 3 and 4 Homeowners Association will take over the detention pond that is located in the Logan Downs Development.

Supervisor Sailhamer questioned why the Township does not do a Regional Wide Traffic Study.

Supervisor Moyer-Schwille questioned why there was not a traffic study done for Phases 2, 3 & 4. Since the traffic study was not done and the changes to the stormwater and swales shouldn't this Plan have to go back to the Planning Commission for review and comments? She also questioned if Logan Meadows Phases 3 and 4 should have to contribution to the roundabout at Ore Bank Road and W. Siddonsburg Road.

Supervisor Wall questioned how many lots are in Phase 3 and 4.

LOGAN MEADOWS  
PHASE IV  
TIME EXTENSION

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Sailhamer, and unanimously carried to grant a time extension to review the Final Subdivision Plans for Logan Meadows Phase IV until November 30, 2023.

FINAL PLANS FOR  
R AND S FENCE  
COMPANY  
TIME EXTENSION

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Sailhamer, and unanimously carried to table and accept the time extension for the review of the Preliminary Subdivision and Land Development Plan for R and S Fence Company until July 31, 2023.

FINAL PLANS FOR  
54 OLD YORK ROAD  
DEVSPIRE, LLC AND  
KATAPULT ENG.  
TIME EXTENSION

It was moved by Supervisor Sailhamer, seconded by Supervisor Moyer-Schwille, and unanimously carried to table and accept the time extension for the review of the Final land Development plan for 54 Old York Road, Dillsburg (Devspire LLC and Katapult Engineering) until April 10, 2023.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 6 of 9**

FINAL PLANS FOR  
HARRY FOX, JR.  
4 LOTS OFF  
COLD SPRINGS RD.  
WITHDRAWAL

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to accept the Withdrawal of the Re-Configuration Final Subdivision Plan for Harry H. Fox, Jr – 4 Lots off Cold Springs Road, Dillsburg, Pennsylvania.

PRELIMINARY/  
FINAL SUBDIVISION  
AND LAND  
DEVELOPMENT  
PLANS FOR  
CARROLL TOWNSHIP  
TOWNHOMES  
(DILLSBURG LAND LLC)  
TIME EXTENSION

It was moved by Supervisor Sailhamer, seconded by Supervisor Moyer-Schwille, and unanimously carried to table and accept the time extension for the review of the Preliminary/Final Subdivision and Land Development Plan for Carroll Township Townhomes (Dillsburg Land LLC) until May 08, 2023.

PRELIMINARY  
AND LAND  
DEVELOPMENT  
PLAN FOR  
CHESTNUT GROVE  
RESIDENTIAL  
DEVELOPMENT  
TIME EXTENSION

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to table and accept the time extension for the review of Preliminary Subdivision and Land Development Plan for Chestnut Grove Residential Development until April 13, 2023.

LOCUST HILL  
FARM  
DEVELOPMENT  
18 MONTH SURETY  
RELEASE  
PARTIAL

It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and unanimously carried to waive the statutory time requirement on the 18 Month surety release date of Tuesday, March 1, 2024 and to release \$23,237.80 from the financial surety being held for improvements completed in the Locust Hill Farm Development. This will reduce the surety for this project from \$44,237.80 to \$21,000.00. The \$21,000.00 is for:

- a. \$5,000.00 will be held for maintenance and to assure seeding and soil stabilization of the basin is adequate until the NPDES permit is terminated.
- b. \$6,000.00 will be held for outside engineering and surveying fees to terminate the NPDES permit appropriately with the Conservation District. This amount is consistent with the costs provided by Hoover Engineering for these services.

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 7 of 9**

- c. \$10,000.00 will be held for potential legal and engineering fees for follow-through and completion of the work necessary to dedicate the roads and applicable facilities if the Developer fails to complete the final requirements.

BRIXMOR  
ADVANCED AUTO  
ESCROW ACCOUNT  
RELEASED

It was moved by Supervisor Moyer-Schwille, and unanimously carried to close the Brixmor cash fund and release the \$35,000.00 plus any interest earned in January and February 2023.

FINAL PLANS FOR  
MECH AND  
ESCHBACH  
APPROVAL

It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and unanimously carried to approve the Final Minor Subdivision Plan for David W. and Kimberly A. Mech and Paul E. and Robin S. Eschbach as submitted.

FINAL PLANS FOR  
SYLVAN AND  
ANNETTE STONER  
APPROVAL

It was moved by Supervisor Sailhamer, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the Final Subdivision Plan for Sylvan L. and Annette S. Stoner as submitted.

RESOLUTION  
2023-10  
PENNDOT  
TRAFFIC SIGNAL  
MAINTENANCE  
AGREEMENT

It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2023-10 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania approving and adopting the Commonwealth and Municipal Traffic Signal Maintenance Agreement and authorizing Brandon Slatt, Township Manager, to sign the Agreement.

POSTING OF  
COMMITTEE  
MEETING ON  
WEBSITE  
POLICY

It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and unanimously carried that all Committee Meetings must be posted on the Carroll Township Website 72 hours before proposed meeting.

Manager Slatt stated that he would need the following information four to five days before the proposed meeting so it can be posted on Carroll Township Website:

1. Date and Time
2. Participants
3. And if the meeting is open to the public or not

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 8 of 9**

- JOSEPHINE PATTON RETIREMENT LETTER      It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to accept Josephine Patton Retirement Letter effective May 1, 2023.
- ADVERTISE FOR ASSISTANT SECRETARY POSITION      It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to authorize the Township Staff to advertise for the open Assistant Secretary position.
- RESIGNATION ELECTED AUDITOR SHANNA DANIELSON      It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Bush, and unanimously carried to accept the resignation of Shanna Danielson as a Township Elected Auditor effective immediately.
- REGIONAL TRAFFIC STUDY      It was moved by Supervisor Sailhamer, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize the Township Manager and Township Engineer to start looking into having a Regional Traffic Study done of the Township and start looking at which roads we would like to include in this study. They also asked that they present a Report to the Board at the March 6, 2023 Board of Supervisors Work Session Meeting.
- SOUTH MOUNTAIN TROLLEY GREENWAY GRANT      South Mountain Trolley Greenway is asking the Board to write a letter of support for the Grant that will be submitted DCNR to connect communities from Mechanicsburg to Dillsburg through a trail that highlights historic and natural resources in the region.
- Supervisor Wall stated that she is not supportive of this project.
- Elisha Riggins – 203 Camp Ground Road – is supportive of this project.
- The Board asked that matter be placed on March 6 , 2023 Board of Supervisors Work Session.
- POLICE REPORT      Chief Thomas Wargo presented the Police Report for the Month of January 2023.
- Chief Wargo stated that the Department received the Grant to purchase two license plate readers.



**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
FEBRUARY 13, 2023  
Page 9 of 9**

**FIRE REPORT**

Hector Morales, Chief, presented the Fire Report for the month of January 2023.

**ADJOURNMENT**

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Sailhamer, and unanimously carried to adjourn the meeting at 7:51 p.m.

Respectfully submitted,

---

Faye L. Romberger, Secretary