

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
RE-ORGANIZATIONAL
MEETING MINUTES
JANUARY 05, 2026
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ROLL CALL

SUPERVISORS – Brent Sailhamer, Dave Bush, Libby Loudenslager, Frank Setlak, and Sheila Covert

ATTENDEES – Brandon Slatt, Township Manager, Chief Thomas Wargo, Faye Romberger, Phillip Brath, Township Manager, John Baranski, Jr., Esquire, Phillip Brath, P.E., Kristen Stagg, Veronica Tustin, Tom Tustin, Brian Pinamonti, Chris Hoover, Leah Sailhamer, Michelle Kiesinger, L Cutright, P Olinick, Marie Chomicki, Gary D. Reihart, and Dennis Covert

ATTENDEES ON ZOOM – James Hess, Chelsie Markel, Borgenhagen, and Terry iPhone

CALL TO ORDER

The Re-Organizational Meeting of the Carroll Township Board of Supervisors was called to order by Supervisor Sailhamer at 6:30 p.m. The location of the meeting is the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.

**APPOINTMENT OF
TEMPORARY
CHAIRMAN**

It was moved by Supervisor Sailhamer, seconded by Supervisor Bush, and unanimously carried to appoint Libby Loudenslager as Temporary Chairman.

**ELECTION OF
CHAIRMAN**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush and carried to elect Brent Sailhamer as Chairman of the Board for the year 2026. Supervisor Setlak asked for a roll call vote : Supervisor Bush – Yes, Supervisor Loudenslager – Yes, Supervisor Sailhamer – Yes, Supervisor Setlak – No and Supervisor Covert – No. Let the record show there were 3 Yes and 2 No votes.

**ELECTION OF
VICE-CHAIRMAN**

It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and carried to elect Libby Loudenslager as Vice-Chairman of the Board for the year 2026. Supervisor Setlak asked for a roll call vote: Supervisor Bush – Yes, Supervisor Loudenslager – Yes, Chairman Sailhamer – Yes, Supervisor Setlak – No, and Supervisor Covert – No. Let the record show there were 3 Yes and 2 No votes.

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APPOINTMENT OF CHIEF OF POLICE	It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and unanimously carried to re-appoint Thomas J. Wargo as Chief of Police and set the salary as per the Employment Agreement dated December 08, 2025.
APPOINTMENT OF TOWNSHIP MANAGER	It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and unanimously carried to re-appoint Brandon Slatt as Township Manger and set the salary as per his Employee Agreement dated November 10, 2025.
APPOINTMENT OF SECRETARY/ TREASURER	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to re-appoint Faye Romberger as Secretary/Treasurer and set the rate of pay at \$37.80 per hour.
SET SECRETARY BOND	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to set the Secretary Bond in the amount of \$1,000,000.00.
APPOINTMENT OF SUPERVISORS TO WORK ON THE ROADS	It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and unanimously carried to appoint all Supervisors to work on the roads in Carroll Township in an emergency if necessary.
APPOINTMENT TO ZONING HEARING BOARD READVERTISE FOR LETTERS OF INTEREST	<p>It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and unanimously carried to readvertise for Letters of Interest for the three-year term vacant seat to expire January 2029 on the Carroll Township Zoning Hearing Board.</p> <p>It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to readvertise for Letters of Interest for the one-year term unexpired vacant seat of Frank Setlak to expire January 2027 on the Carroll Township Zoning Hearing Board.</p>
APPOINTMENT TO CARROLL TWP. LOGAN PARK BOARD	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to re-appoint Robert Ingham as Carroll Township's Representative to Logan Park Board for a five-year term to expire January 1, 2031.

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APPOINTMENT TO CARROLL TWP. VACANCY BOARD	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to re-appoint Mark McCurdy to serve as Chairman of the Vacancy Board for 2026.
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APPOINTMENT OF TOWNSHIP SOLICITOR	It was moved by Supervisor Loudenslager seconded by Supervisor Bush, and unanimously carried to re-appoint MPL Law Firm, LLP, John J. Baranski, Jr., Esquire, as Carroll Township's Solicitor at the rate of \$180.00 per hour.
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APPOINTMENT OF TOWNSHIP SEWAGE ENFORCEMENT OFFICER AND ALTERNATES RESOLUTION NUMBER 2026-05	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2026-05 – A Resolution adopting the Fee Schedule of for Administration of the Sewage Facilities Act and the Appointment of Sewage Officers to issue Sewage Permits in Carroll Township. This Resolution appoints Gilbert Picarelli, KPI Technology as Carroll Township's Sewage Enforcement Officer, and Dominic Picarelli and Leah Heine as Alternate Sewage Enforcement Officers and set the 2026 Fee Schedule.
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APPOINTMENT OF TOWNSHIP ENGINEER MONTHLY BASIS	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to re-appoint Gibson-Thomas Engineering – Phillip Brath, P.E. as Carroll Township's Township Engineer on a monthly basis and set the compensation as per the 2026 fee schedule submitted. Let the record show there were 3 Yes votes and 2 No votes.
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Supervisors Loudenslager, Bush, and Sailhamer voted Yes
Supervisors Setlak and Covert voted No

Solicitor Baranski asked about the per monthly basis. This means the Township Engineer would have to be on the agenda every month to be re-appointed.

Supervisor Loudenslager stated the monthly basis is to allow the Board to go out for RFPs.

APPOINTMENT OF UCC INSPECTORS	It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to re-appoint Approved Code Services, Inc. as a Carroll Township's UCC
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Inspector and set the compensation as per their 2026 fee schedule submitted.

It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to re-appoint Building Inspection Underwriters of PA, Inc. (BIU) as Carroll Township's UCC Inspector and set the compensation as per their 2026 fee schedule submitted.

**APPOINTMENT OF
OPEN RECORD
OFFICERS**

It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to re-appoint Brandon Slatt, for the administrative side, and Chief Thomas Wargo, for the Police Department as Carroll Township's Open Record Officers for 2026.

Supervisor Setlak asked if there was a job description for the Open Record Officers for the Police Department and the Township. If there is, he would like a copy of each.

**CARROLL
TOWNSHIP
AUDITORS**

The one vacant seat was advertised. The Township did not receive any letters of interest for this position.

**APPOINTMENT OF
TOWNSHIP
ZONING OFFICER**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to re-appoint Brandon Slatt as Carroll Township Zoning Officer for 2026.

**CERTIFY
DELEGATE TO
VOTE AT THE
STATE CONVENTION**

It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to appoint Faye Romberger as the voting delegate at the PSATS State Convention.

**AUTHORIZE
PAYMENT OF
REGISTRATION FEES**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to authorize the Secretary to pay the registration fees for the State Convention as soon as the bill arrives for Jessica Baim and Faye Romberger at the current rate for each.

**RESOLUTION
2026-02
NAMING**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2026-02, naming Mid Penn Bank, and Member's 1st

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DEPOSITORY	Federal Credit Union as the Depository for the General Fund, State Fund, Fire Tax Fund, Street Lighting Fund, and all other Funds.
RESOLUTION 2026-03 SIGNATURES ON ACCOUNTS	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2025-03 naming the Secretary/Treasurer – Faye Romberger, Chairman of the Board – Brent Sailhamer, Vice-Chairman of the Board – Libby Loudenslager, and Township Manager – Brandon Slatt, as authorized signatures on all accounts.
RESOLUTION 2026-04 POLICE PENSION CONTRIBUTION	<p>It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2026-04 to require all Police Officers to contribute five percent (5%) to the Police Pension Fund for the year 2026.</p> <p>Supervisor Covert questioned what happens if the Board does not pass the Resolution to take 5 percent out of the Officer's pay.</p>
RESOLUTION 2026-06 SETTING THE FEE SCHEDULE FOR 2026	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2026-06 – A Resolution of Carroll Township York County Setting Fees, Costs, and Permits for the Calendar Year 2026.
SET MILEAGE REIMBURSEMENT	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to set the mileage reimbursement for use of private vehicles on Township business at the Federal Government current allocation for 2026.
APPOINTMENT TO YORK ADAMS TAX BUREAU AND TAX COLLECTION COMMITTEE	Chairman Sailhamer stated he did not have an opportunity to review his committee appointments. This matter will be addressed the January 12, 2026, Board of Supervisors Meeting.
APPOINTMENT TO CAPITAL REGION COG BOARD OF	Chairman Sailhamer stated he did not have an opportunity to review his committee appointments. This matter will be

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DELEGATES

addressed at the January 12, 2026, Board of Supervisors Meeting.

**APPOINTMENT TO
YORK COUNTY
PLANNING
COMMISSION
LOCAL
GOVERNMENT
ADVISORY
COMMITTEE**

Chairman Sailhamer stated he did not have an opportunity to review his committee appointments. This matter will be addressed at the January 12, 2026, Board of Supervisors Meeting.

**COMMITTEE
APPOINTMENTS**

Chairman Sailhamer announced that the Committee Appointments will be at a later date.

1. Recreation –
2. Personnel –
3. Roads and Building –
4. Planning –
5. Police –
6. Financial –
7. Emergency Services –
8. Dillsburg Area Authority –
9. Capital Region COG –
10. York Adams Tax Bureau –
11. Carroll Township Business Economic and Development –
12. Carroll Township Comprehensive Plan –

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**PUBLIC
COMMENTS**

Chairman Sailhamer called for public comment. There was no public comment.

ADJOURNMENT

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adjourn the meeting at 6:50 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary