

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
JANUARY 08, 2018  
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ROLL CALL	SUPERVISORS – Bruce Trostle, Andy Ritter, and Brian Schmick
ATTENDEES	Faye Romberger, Mark Bruening, Duane Stone, Chief Thomas Wargo, Shirley McKnight, Vicky Church, and Joe Rizzo
CALL TO ORDER	Chairman Ritter called the regularly scheduled meeting of the Carroll Township Board of Supervisors to order at 6:35 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 Trostle, seconded by Supervisor Schmick, and unanimously carried to approve the Treasurer’s Report dated January 08, 2018 as submitted, which includes the Open Bill List up to and including January 04, 2018 in the amount of \$20,464.75, Cash Flow Reports for December 2017, Compared to Budget Reports for December 2017, and Check Register Report for December 2017 to ratify the December 2017 Bill List.
FIRE REPORTS	Chairman Ritter stated that we did receive Fire Reports from Northern York County Fire Rescue EMS and Monaghan Township Fire Company for December 2017. He asked the Board to look over the reports and let the Township Office Staff know if there are any questions or concerns.
PUBLIC COMMENT	Chairman Ritter called for public comments. There were no comments.
UPDATE ON THE KETTERER & BYTOF SWALE REPAIR	Mark Bruening, Township Engineer, stated that we have come to an agreement on the design, construction and drawings. Waiting for their Engineer to sign and seal them. Then their Engineer will be getting prices and schedule the work with the contractor.
UPDATE ON CREEK ROAD PEDESTRIAN BRIDGE	Mark Bruening, Township Engineer, stated that Norfolk Southern did receive our letter in regards to removing the bridge and requested a copy of the latest Bridge Inspection Report. Mr. Bruening stated that he did send the inspection report to Shawn Starling in Atlanta.

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CORRECT SURETY RELEASE FOR LOGAN MEADOW PHASE 1	It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to correct a previous release of surety on February 13, 2017 of \$150,691.94 to correct the dollar amount by \$3,000.00 for a total of \$153,691.94 from the surety being held for improvements completed in the Logan Meadows Phase I development. This will reduce the surety for this project from \$588,743.17 to \$435,051.23.
NEW EMPLOYEE MANUAL	Solicitor Stone stated that he is working on the new Employee Manual and would like to have an Executive Session on Monday, February 5, 2017 to discuss this matter.
LABOR AND EMPLOYMENT ATTORNEYS	Solicitor Stone stated that he would like to have an Executive Session on Monday, February 12, 2017 at 6:00 p.m. to introduce to the Board the Labor and Employment Attorneys for the Contract Negotiations.
PROCEDURE FOR PURCHASES OVER \$10,000.00 APPROVED IN THE BUDGET	It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried that the following procedure is to be used for any purchases of \$10,000.00 or more that was included as a special line item in the General Fund or Capital Reserve Budgets that all purchases must be authorized by the Board of Supervisors prior to being purchased or ordered. This procedure will go into effect immediately and must include the specific line item where the purchases will be coming out of and from which fund.
PERMISSION TO PURCHASE F350 FORD PICK-UP	It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to authorize the Township Staff to purchase a 2018 F350 Ford Pickup from Hoffman Ford in Harrisburg, PA under COSTARS Approved ID# 025-047/013-086/026-027 in the amount of \$30,737.00.
TABLE THE TRUCK UTILITY BED AND PLOW FOR F350 FORD PICKUP	It was moved by Supervisor Schmick, seconded by Chairman Ritter, and unanimously carried to table the purchase of the Utility Bed and plow for the F350 Ford Pickup until the February 12, 2018 Board of Supervisors Meeting to get the COSTARS Approved ID# on the quotations for Harrisburg Truck Body and A.J.'s Truck and Trailer Center Inc.

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PERMISSION TO  
PURCHASE  
F550 FORD DUMP  
WITH PLOW AND  
CINDER SPREADER

It was moved by Supervisor Schmick, seconded by Chairman Ritter, and unanimously carried to authorize the Township Staff to purchase a 2018 F550 Ford Dump Truck from Hoffman Ford in Harrisburg, PA under COSTARS Approved ID# 025/047/013-086/026-027 in the amount of \$46,615.32.

It was moved by Supervisor Schmick, seconded by Chairman Ritter, and unanimously carried to authorize the Township Staff to purchase the J & J Aluminum Dump Body, plow and cinder spreader from U.S. Municipal in Huntingdon, PA under COSTARS Approved ID# 025-019 in the amount of \$34,841.00.

RESOLUTION  
NUMBER  
2018-07  
OPPOSITION TO  
HOUSE BILL 1620

It was moved by Supervisor Trostle, seconded by Chairman Ritter, and unanimously carried to adopt Resolution 2018-07 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania in opposition to House Bill 1620 (PN 2146) entitled the “Wireless Infrastructure Deployment Bill”.

RESOLUTION  
NUMBER  
2018-05  
APPOINTING A  
PUBLIC  
ACCOUNTANT TO  
AUDIT THE BOOKS

It was moved by Chairman Ritter, seconded by Supervisor Trostle, and unanimously carried to adopt Resolution Number 2018-05 – a Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania appointing a Public Accountant to make an examination of all the accounts of Carroll Township for the Fiscal Year 2017.

APPOINTMENT OF  
PUBLIC  
ACCOUNTANT  
SMITH ELLIOTT  
AND KEARNS

It was moved by Supervisor Schmick, seconded by Chairman Ritter, and unanimously carried to appoint Smith Elliott Kearns & Company, LLC (SEK & Co) as the Public Accountant firm to audit the entire Township Accounts for the Fiscal Year 2017 and set the rate of pay at \$6,450.00.

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**COMMITTEE  
APPOINTMENTS**

Chairman Ritter appointed the following Supervisors to the Carroll Township Committees:

1. Recreation – Chairman Ritter and Supervisor Moyer-Schwille
2. Personnel – Supervisors Moyer-Schwille and Trostle
3. Roads and Building – Supervisors Schmick and Rocco
4. Planning – Supervisors Moyer-Schwille and Rocco
5. Police – Supervisors Rocco and Trostle
6. Financial – Supervisor Trostle and Chairman Ritter
7. Emergency Services – Chairman Ritter and Supervisor Moyer –Schwille
8. Dillsburg Area Authority – Supervisors Schmick and Rocco
9. Capital Region COG – Supervisors Schmick and Trostle
10. York Adams Tax Bureau – Chairman Ritter and Supervisor Schmick

**APPOINTMENT TO  
LOCAL  
GOVERNMENT  
ADVISORY  
COMMITTEE**

It was moved by Chairman Ritter, seconded by Supervisor Schmick, and unanimously carried to appoint Kelley Moyer-Schwille to the 2018 Local Government Advisory Committee of York County as Carroll Township’s Representative and Richard Rocco as the Alternate.

**APPOINTMENT OF  
FLOOD PLAIN  
ADMINISTRATOR  
TABLED**

It was moved by Supervisor Schmick, seconded by Supervisor Trostle, and unanimously carried to table the appointment of a Flood Plan Administrator until the February 05, 2018 Work Session.

**POLICE REPORT**

Chief Thomas Wargo presented the Police Report for the month of December 2017.

**PERMISSION TO  
ADVERTISE THE  
2006 FORD  
EXPLORER FOR  
SEALED BIDS**

It was moved by Chairman Ritter, seconded by Supervisor Schmick, and unanimously carried to authorize Thomas Wargo, Chief, to advertise for sealed bids to sell the 2006 Ford Explorer. The bids will be due by, and opened on March 1, 2018 at 2:00 p.m. and the successful bidder will be announced at the Board of Supervisors regularly scheduled meeting on March 12, 2018.

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ADJOURNMENT

It was moved by Supervisor Trostle, seconded by Chairman Ritter, and unanimously carried to adjourn the meeting at 7:25 p.m.

Respectfully submitted,

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Faye L. Romberger, Secretary