

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 11, 2021
Page 1 of 7**

ROLL CALL	SUPERVISORS – Bruce Trostle, Tim Kelly, Kelley Moyer-Schwille, and Dominic DePalma
	SUPERVISORS ZOOM – Kelly Wall
ATTENDEES	Faye Romberger, Chief Thomas Wargo, Duane Stone, Esquire, and Phillip Brath, P.E.,
ZOOM ATTENDEES	Peggie Williams
	Carroll Township’s Municipal Building was open 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 6:38 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, January 11, 2021 prior to the Board of Supervisors Meeting at 5:45 p.m. for litigation 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 January 11, 2021 as submitted, which includes the Open Bill List up to and including January 07, 2021 in the amount of \$31,075.91, Cash Flow Reports for December 2020, Compared to Budget Reports for December 2020, and Check Register Report for December 2020 to ratify the December 2020 Bill List.
PUBLIC COMMENT	Chairman Trostle asked for public comment. There were no public comments.
APPROVAL OF THE DECEMBER 07, 2020 WORK SESSION MINUTES	It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the December 07, 2020 Board of Supervisors Work Session Minutes as submitted.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 11, 2021
Page 2 of 7**

APPROVAL OF THE
DECEMBER 14, 2020
MINUTES

It was moved by Supervisor Moyer-Schwille seconded by Supervisor Kelly, and unanimously carried to approve the December 14, 2020 Board of Supervisors Meeting Minutes as submitted.

LEFT TURN ARROW
AT MOUNTAIN RD/
HARRISBURG ST.
AND U.S. ROUTE 15
FINAL PAYMENT

It was moved by Chairman Trostle, seconded by Supervisor Kelly, and unanimously carried to make the final payment to Herr Signal & Lighting Co., Inc. for the installation of the Left Turn Arrows at the intersection of U.S. Route 15 and Mountain Road/Harrisburg Street in the amount of \$16,375.00.

UPDATE ON
STREET
DEDICATIONS

Phillip Brath, Township Engineer, gave a brief update on the streets that are proposed to be dedicated to the Township.

1. Locust Hill Farms – the streets are done, but still has the detention pond to repair. The Board of Supervisors received several letters from the Residents that live in this development asking that the Township take action on calling the Letter of Credit for the completion of their development. The Board of Supervisors also received a letter from the surrounding property owner stating that the water overflow from the retention pond in this development inflicts significant damage upon his property, causes runoff and wetlands damage as well as serious environmental hazards.
2. Logan Meadows Phase I – the repairs are done. Should have the Plans and drawings to dedicate the streets for February Work Session.
3. Stonebridge Crossing Phase I and II – have done the concrete work in Phase I and II. They are planning paving April 2021.

PROPOSED
CHANGES TO THE
COMPREHENSIVE
PLAN, ZONING MAP
AND ORDINANCE

The Board of Supervisors set the following dates to hold Public Hearings for the proposed changes to the Northern York County Comprehensive Plan, Carroll Township Zoning Map and Ordinance:

Monday, February 15, 2021, Wednesday, February 17, 2021, Wednesday, February 24, 2021, Monday, March 01, 2021 and Monday, March 08, 2021 at 6:30 p.m.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 11, 2021
Page 3 of 7**

LETTER FROM
DUSTIN GIBB
58 DOGWOOD LANE
STREET TREE
ISSUE

Mr. Dustin Gibb at 58 Dogwood Lane is requesting a waiver 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 Chairman Trostle, seconded by Supervisor Moyer-Schwille, and carried to deny Mr. Gibb's request to waive Code of Carroll Township Chapter 435 Subdivision and Land Development §435-52.D Street trees - Street trees shall be provided along all road frontages. They also authorized Brandon Slatt to send a letter to Mr. Gibb to notify him that his waiver request was denied by the Board and that the trees must be replaced as per §435-52.H.10 – All trees and vegetation shall be maintained by property owner and/or replaced as required to meet the design of originally approved landscape plan.

Supervisors Kelly and DePalma voted no.

AMEND SALDO
PERTAINING TO
STREET TREES AND
MAINTENANCE
REQUIREMENTS

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Kelly, and unanimously carried to authorize Duane Stone, Township Solicitor, to start working on the Code Of Carroll Township Chapter 435 Subdivision and Land Development §435-52.D Street trees - Street trees shall be provided along all road frontages and §435-52.H.10 – All trees and vegetation shall be maintained by property owner and/or replaced as required to meet the design of originally approved landscape plan to amend these sections for the future.

FINAL PLANS FOR
JEANNE HARTMAN
TIME EXTENSION

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to table and accept the time extension for the review of the Final Subdivision Plan of Plan Book MM, Page 790, Lot No. 5 for Jeanne A. Hartman, Trustee of the Jeanne A. Hartman Living Trust and the Hartman Family Trust, 35 Hartman Lane, Dillsburg, PA 17019 until April 30, 2021.

DILLSBURG
VENTURES
TIME EXTENSION

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Kelly, and unanimously carried to grant Dillsburg Ventures – Village at South Mountain a time extension from January 11, 2021 to June 24, 2021.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 11, 2021
Page 4 of 7**

NYCSD
NEW TURF
FIELD PROJECT

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to waive the Financial Security requirement for the completion of the Stormwater Management Facilities for the Northern York County School District New Turf Field project.

AMEND TAX
COLLECTOR'S
PER CAPITA
COMPENSATION
FOR 2022

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to authorize the Township Staff to advertise an Amended Ordinance, Code of Carroll Township §81-10 – An Ordinance Amending Carroll Township Ordinance 90-19992, now known as Code of Carroll Township §81.1, ET AL., as thereafter amended, specifically, Carroll Township is amending Code of Carroll Township §81.10, to provide for the regulation compensation for Tax Collector Per Capita Tax Assessment for action at the Board of Supervisors Meeting, Monday, February 08, 2021.

PENN STATE
HEALTH ALS
AND GROUND
SERVICE PROVIDER
AGREEMENT

Solicitor Stone stated Penn State Health is working on the West Shore ALS and Ground Ambulance Service Provider Agreement. They have not gotten back to him. We should put this on the February 01, 2021 Board of Supervisors Work Session Agenda.

NYCFR
PROPOSED
FUNDING

Northern York County Fire Rescue is proposing a Governance and Funding Plan for their department. Solicitor Stone stated that this matter should be put on the February 01, 2021 Board of Supervisors Work Session Agenda.

ORDINANCE
2021-246
VERIZON CABLE
FRANCHISE
AGREEMENT

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to adopt Ordinance Number 2021-246 – An Ordinance of Carroll Township Authorizing Execution of a Cable Franchise Agreement between the Township and Verizon Pennsylvania LLC.

RESOLUTIONS
2020-56, 2020-57,
2020-58,
AND 2021-08
PROCLAMATION
OF LOCAL
DISASTER
EMERGENCY

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to adopt Resolution Numbers 2020-56, 2020-57, 2020-58, and 2021-08 - 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.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 11, 2021
Page 5 of 7**

RESOLUTION
NUMBER
2021-05
APPOINTING A
PUBLIC
ACCOUNTANT TO
AUDIT THE BOOKS

It was moved by Chairman Trostle, seconded by Supervisor DePalma, and unanimously carried to adopt Resolution Number 2021-05 –A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania appointing a Certified Public Accountant to make an examination of all the accounts of Carroll Township for the Fiscal Year 2020.

APPOINTMENT OF
PUBLIC
ACCOUNTANT
SMITH ELLIOTT
AND KEARNS

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor DePalma, and unanimously carried to appoint Smith Elliott Kearns & Company, LLC (SEK & Co) as the Certified Public Accountant firm to audit the entire Township Accounts for the Fiscal Year 2020 and set the rate of pay at \$6,475.00.

RESOLUTION
2021-07
DISPOSITION OF
PUBLIC RECORDS

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to adopt Resolution Number 2021-07 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania, in accordance with the Municipal Records Manual approved on December 16, 2008, as amended March 28, 2019, hereby authorizing the disposition of the public records as attached:

Municipal Office Records

1993 - 2008

Monaghan Township Police Services Contracts
Franklinton Police Services Contracts

2004 - 2008

Dillsburg Borough Police Services Contracts

2002 – 2012

Budget Prep Materials

Pre 2015

Employment Files

2013

Expenditures – All funds
Receipts – All funds
Payroll Time Sheets
Year End Payroll Report

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 11, 2021
Page 6 of 7**

RESOLUTION
2021-07
DISPOSITION OF
PUBLIC RECORDS
CONTINUES

Time Entry Reports
W2's, 1099's, Payroll Taxes
Year End Reports
Check Register Accounting Report
Accounts Payable Reports
Voucher List Adjustments
Payroll Register Report
Deduction List
Direct Deposit Register
Bank Statements
Police Fine Money
Police Reports
Per capita Log
Per capita tax pages
Realty Transfer Tax
Real Property Assessment
Real Estate tax pages
Real Estate Taxes collected by the Tax Collector
West Shore Tax Bureau Distribution
York Adams Tax Bureau Distribution
Liability Insurance Policies
Medical Insurance Booklets & Changes
Road Materials & Services-West Shore COG
Right To Knows
Election Results
Budget Prep Materials

Police Department Records

Accident reports for the year 2015
UCR report for the year 2018
Patrol Logs for the year 2017
Citations/traffic/non traffic for the year 2017 (paid citations only)
Validation reports for the year 2018
Abandoned vehicle records for the year 2018
Criminal History for the year 2018
Parking Tickets for the year 2019

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JANUARY 11, 2021
Page 7 of 7**

RESIGNATION OF
TED PAWLIK
LOGAN PARK
BOARD

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and unanimously carried to accept the resignation of Ted Pawlik from the Logan Park Board effective immediately.

APPOINTMENT TO
LOGAN PARK
BOARD
DUSTIN SHEFFER

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to appoint Dustin Sheffer to the Logan Park Board to fill the unexpired term of Ted Pawlik which will expire January 2022.

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the month of December 2020.

AED UNITS
FREE

Chief Wargo stated that he was notified that the Police Department will be receiving new AED Units for free. He does not know at this time how many units we will be receiving.

FIRE REPORT

Chairman Trostle stated that the Township has received the Fire Report from Northern York County Fire Rescue for the month of December 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 DePalma, and unanimously carried to adjourn the meeting at 7:24 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary