

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 13, 2026
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ROLL CALL	SUPERVISORS –Brent Sailhamer, Dave Bush, Libby Loudenslager, Frank Setlak, and Sheila Covert
ATTENDEES	Manyi Liu, P.E., Township Engineer, Brandon Slatt, Township Manager, John Baranski, Esquire, Thomas Wargo, Police Chief, Lt. Michael Lohr, Kristen Stagg, Art Carr, Mike Faust, Bill Cluck, Richard Swivel, Elizabeth Swivel, Chelsie Markel, Victoria B Church, Pul Kerrigan, Tim Kibler, Lisa Kelley, Isabella Bierbowers, Arlene Myers, Randy Bobb, Luann Bobb, J Myers, Michelle Burkbower, Ethan Smith, Justin Rogerson, Gene Baptisti, Michael Kiesinger, Michelle Kiesinger, Sandra Eimer, Tim Kelly, Dustin Lee, Bryan Golden, Janelle Schob, Toney Schob, Rachie Schob, Fallon Kelley, and Larry Cutright Zoom Attendees – Borkenhagen and Terry Williams Carroll Township’s Municipal Building was opened to the public. The meeting was broadcast via the Zoom platform and YouTube.
CALL TO ORDER	Chairman Sailhamer called the regularly scheduled meeting of the Carroll Township Board of Supervisors Meeting to order at 6:32 p.m. The location of the meeting is at the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.
FIRE REPORTS	The Fire Report for Northern York County Fire Rescue for the Month of June 2026 is available for review. The Fire Report for Monaghan Township Volunteer Fire Company from March 01, 206 to May 31, 2026 is available for review.
PUBLIC COMMENT	Chairman Sailhamer asked for public comment. Margie Borkenhagen – 302 Normandy Lane – stated she is very disturbed about the large number of trees that are being removed in the Township for development. She feels that developers are being treated differently then individuals are being treated as far as tree removal.

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POLICE REPORT	Chief Thomas Wargo presented the Police Report for the Month of June 2026.
HIRING OF NEW PROBATIONARY OFFICER FALLON KELLEY	It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to hire Fallon Kelley as a new probationary Carroll Township Police Officer effective July 27, 2026.
RESOLUTION NUMBER 2026-20 OFFER OF EMPLOYMENT & TRAINING AGREEMENT FALLON KELLEY	It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2026-20 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania approving and adopting an Offer of Employment and Training Agreement between the candidate (Fallon Kelley) and the Carroll Township’s Police Department.
APPROVAL TO PAY THE OPEN BILL LIST	It was moved by Supervisor Setlak, seconded by Supervisor Covert, and unanimously carried to approve the Open Bill List up to and including July 08, 2026, in the amount of \$394,041.68.
JUNE 01, 2026 WORK SESSION MINUTES APPROVED	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the June 01, 2026, Board of Supervisors Work Session Minutes as submitted.
JUNE 08, 2026 MEETING MINUTES APPROVED	It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the June 08, 2026, Board of Supervisors Meeting Minutes as submitted.
FINAL PLANS FOR TIDAY BORS HOMES LLC CONDITIONAL APPROVAL	It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to grant the following waiver requests for the Final Subdivision Plan for Tiday Bors Homes LLC as per Manyi Liu’s Comment Letter dated July 02, 2026:

II. Requested Waivers

1. Provide a Preliminary Plan. (§435-13) The applicant has requested a waiver. Isett takes no exception to this waiver request.

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2. Provide information within 200 feet of the property.
(§435-25.D) The applicant has requested a waiver. Isett takes no exception to this waiver request.
3. Provide an Erosion Control and Sedimentation Plan.
(§435-28.H/36.O.3) The applicant has requested a waiver. Isett takes no exception to this waiver request.

It was moved by Supervisor Setlak, seconded by Supervisor Covert, and unanimously carried to conditionally approve the Final Subdivision Plan for Tiday Bors Homes, LLC contingent upon addressing all of the following comments in Manyi Lui's Comment Letter dated July 02, 2026:

III. Comment or Corrective Items: Zoning

1. None

IV. Comment or Corrective Items: Subdivision and Land Development

1. Note 10 is pending the HOP permit number and should be revised when HOP permits are acquired.
2. A legal description of the easement along the Hartman Lane, cross access, and storm sewer around shared seepage pit should be provided or should be identified by two locational dimensions (ties) with metes and bounds per SALDO §435-50.A.
3. Clear sight triangle has been revised to be in accordance with the detail shown in SALDO §435-40.O., however, the label for the clear sight triangle has not been updated and should be revised to reflect the current clear sight triangle.
4. An HOP number should be provided for the existing driveways.

V. Administrative Comments:

1. Comment has been addressed, however the certification indicates 587 and 589 Baltimore Street rather than 507 and 509 Baltimore Street and should be revised to indicate the correct address.

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2. Waivers Section shall be updated on the Plan with dates based on the Board's action (§435-26.K).
3. All certificates must be executed and dated after the last revision on the plan (§435-28.B).
4. The owner must sign the plan and date it after the latest revision on the plan (§435-28.C).
5. All outstanding fees, including recreation fees, must be paid prior to plan recording. (§435-36.M) The applicant has offered a fee in lieu to meet park and open space provisions. (§435-43).
6. The resubmitted plan shows a revision date of 4-30-26, however the plan has been revised and resubmitted several times since this date. This revision date on the drawing should be updated to reflect the latest date of the revisions.

VI. YCPC Comments:

1. Proof that the waivers requested were granted (§435-24.L).
2. The "Statement of Ownership, Acknowledgment of Plan, and Offer of Dedication" statement must be signed by the owner and notarized (§435-26.A)
3. The dated signature and seal of the surveyor responsible for preparation of the plan (§435-24.D)

VII. Maintenance Agreement Comments:

1. A legal description of both the Cross Access Easement and the Shared Seepage Pit should be provided.
2. The Township solicitor should review the agreement.

PRELIMINARY/
FINAL SUBDIVISION
AND LAND
DEVELOPMENT
PLAN FOR
CELEBRATIONS
COMMUNITY
CHURCH TIME
EXTENSION

It was moved by Supervisor Setlak, seconded by Supervisor Bush, and unanimously carried to table and accept the time extension for the review of the Preliminary/Final Subdivision and Land Development Plan for Celebrations Community Church until January 11, 2027.

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ORE BANK ROAD
IMPROVEMENTS
FOR INCH
PROPERTIES
MIXED-USE
DEVELOPMENT
SURETY RELEASE
NO. 1

It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to, based on work secured by Bonds held by Dillsburg Area Authority, to release \$408,591.00 from the financial surety being held for the Ore Bank Road Improvements for Inch Properties Mixed-Use Development at 15 Ore Bank Road. This will be Surety Release No.1 and will reduce the Great Midwest Insurance Company Bond Number GM258196 for this project from \$1,691,982.60 to \$1,283,391.60.

YORK HESS SOLAR
FARM AMENDED
DEVELOPER
FINANCIAL
SECURITY
AGREEMENT
TO INCLUDE
DECOMMISSIONING
PROVISIONS

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to enter into the Amended and Restated Developer Financial Security Agreement with Solar Decommissioning Provision for the Final Land Development Plan for York Hess Solar Farm and authorize Brent Sailhamer, Chairman of the Board, to sign the Agreement. The financial security was set at the January 12, 2026 Board of Supervisors Meeting in the amount of \$366,118.13.

SANDRA EIMER'S
TREE REMOVAL
WAIVER REQUEST
GRANTED

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and carried to grant Sandra Eimer's waiver request to remove seven trees along the street and plant two Nellie Stevenson Holly to replace the trees that were removed. Motion carried.

Chairman Sailhamer and Supervisor Setlak voted no.

BERKSHIRE HILL'S
PARK
TABLED

It was moved by Supervisor Setlak, seconded by Supervisor Loudenslager, and unanimously carried to table the Berkshire Hill's Kiehn Park matter until the August 3, 2026 Board of Supervisors Work Session.

Solicitor Baranski stated that the mailed ballots do not follow the By-Laws of the Berkshire Hills Civic Association which require a duly organized meeting of a majority of those present and qualified to vote shall be the acts of the membership. Mr. Baranski feels, in his opinion, that since a duly organized meeting was not held to take the vote the Association Board does not yet have authority from its members to transfer the Park property.

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Larry Cutright – 17 Sheffield Drive - stated that their legal counsel okayed them to send out the mailed ballots since they can't get the members to attend their meetings.

**BARRY ISETT
ENGINEERING
CONTRACT
TABLED**

It was moved by Supervisor Setlak, seconded by Supervisor Covert, and unanimously carried to table the Barry Isett & Associates Engineering Contract decision until the August 3, 2026 Board of Supervisors Work Session.

**STONY RUN
VILLAGE
DECISION APPEAL**

It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and carried to authorize the Township Solicitor to file the Appeal on behalf of the Township with York County Prothonotary Office for the Stony Run Village Subdivision.

Supervisor Covert recused herself from the vote.

Mr. Cluck stated the appeal should be filed by the new Solicitor. He feels that the developer should not have access to Hartman Lane. Per the developer's argument before the court that a secondary emergency access is not required by Township Ordinance.

Elizabeth Swivel – 1167 Park Avenue – questioned what happens now since the decision has been appealed.

**K-9 MOU
TABLED**

It was moved by Supervisor Setlak, seconded by Supervisor Loudenslager, and unanimously carried to table the K-9 MOU until the August 03, 2026 Board of Supervisors Work Session.

**MEMORANDUM
OF
UNDERSTANDING
FOR LOGAN PARK**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to authorize the Recreation Committee Supervisors Covert and Loudenslager to proceed with the process to present the Proposed Memorandum of Understanding to the Logan Park Board, in conjunction with Dillsburg Borough, for their review and acceptance.

**PROPOSED
AMENDMENTS TO
CODE OF CARROLL
TOWNSHIP**

It was moved by Supervisor Loudenslager, seconded by Supervisor Setlak, and unanimously carried to authorize the Township Staff to forward the Proposed amendments to the Code of Carroll Township to York County Planning Commission for their review and comments.

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ROSALIE CALVO
ESCROW FUND
CHANGE NAME TO
JEREMY & HEATHER
LANE

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to authorize the Township Staff to change the name on the Rosalie Calvo Escrow fund to Jeremy and Heather Lane Escrow fund for the Small Flow Sewage Disposal System that is located at 103 Warrington Road.

MONEY
MANAGEMENT &
INVESTING OF
TOWNSHIP FUNDS
USING US
TREASURY BONDS

It was moved by Supervisor Setlak, seconded by Supervisor Bush, and unanimously carried to authorize the Township Secretary and Township Manager, acting jointly, to invest the General, Capital and Recreation Funds into US Treasury Bonds using Charles Schwab Corporation; authorizing the Township Secretary and Township Manager, acting jointly, to reinvest matured Treasury Bonds back into Treasury Bonds with the highest yield and with a maturity date best suited for the Township's predicted need for the funds, and to transfer earned interest into the General Fund Bank Accounts for operational and budgetary purposes. The fund amounts to be moved to Treasury Bonds are \$880,000.00 from the Mid Penn Bank Recreation Fund, \$1,200,000.00 from Mid Penn Bank Capital Reserve Fund, \$740,000.00 from the Mid Penn Bank General Fund and \$1,750,000.00 from Members First General Fund.

TOWNSHIP
SOLICITOR
APPOINTMENTS

It was moved Supervisor Setlak, seconded by Supervisor Bush, and unanimously carried to remove John Baranski, Jr. of MPL Law Firm from his appointment as Carroll Township's Solicitor, keeping Mr. Baranski retained until July 31, 2026 to transition the Township's legal affairs to and with a new Township Solicitor.

It was moved by Supervisor Setlak, seconded by Supervisor Bush, and unanimously carried to appoint David Jones from Saxton & Stump Lawyers and Consultants as Carroll Township's Solicitor effective Tuesday, July 14, 2026 through the balance of 2026 on the attached fee schedule for his services.

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RESOLUTION
NUMBER 2026-21
AMENDING THE
2026 FEE SCHEDULE
TO ADD SAXTON &
STUMP LAWYERS
AND CONSULTANTS
FEE SCHEDULE

It was moved by Supervisor Setlak, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2026-21 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania to amend the Schedule of Fees for the Calendar Year 2026 to add Saxton & Stump Lawyers and Consultants 2026 Fee Schedule.

COMMITTEE
REPORTS

Supervisor Setlak stated that he attended the DAA, York Adams Tax Bureau, LGAC meetings for June 2026. He stated there was not a meeting scheduled in June 2026 for Capital Region COG. The next meeting is scheduled for July 2026.

ADJOURNMENT

It was moved by Supervisor Setlak, seconded by Supervisor Loudenslager, and unanimously carried to adjourn the meeting at 7:26 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary