

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 1 of 9**

ROLL CALL	SUPERVISORS –Tim Kelly, Libby Loudenslager, Dave Bush, and Kelly Wall
ATTENDEES	<p>Faye Romberger, Jessica Baim, Phillip Brath, P.E., Brandon Slatt, Township Manager, Michael Pykosh, Esquire, Thomas Wargo, Police Chief, Frank Setlak, Art Carr, Michelle Kiesinger, Michael Kiesinger, Ken Farner, Sheila Covert, Jeremiah Jones, Jamie Luster, Justin Sipe, Tom Kerstetter, Linnie Kerstetter, Elliot Shibley, Bryan Golden, Matt Stare, Steven Ahlbrandt, Jennifer Setlak, Paul Wislockey, Steve Provard, Chelsie Markel, Laura Whitcomb, Dave Whitcomb, L Cutright, M. Faust, Paul Olinick, Bob Kubistek, Bonnie Kubistek, Dave Weihbrecht, Jamess, and Casey Peltier</p> <p>Zoom Attendees –Borkenhagen, Evan Lescanec, gregt, Kayla, Sam Sipe, and Samantha’s iPad</p> <p>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.</p>
CALL TO ORDER	Vice-Chairman Loudenslager 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.
FIRE REPORTS	The Northern York County Fire and Rescue Fire Report for the Month of June 2025 was available for review.
PUBLIC COMMENT	Vice-Chairman Loudenslager asked for public comment. There were no public comments.
POLICE REPORT	Chief Thomas Wargo presented the Police Report for the Month of June 2025.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 2 of 9**

LICENSE PLATE
READER (LPR) AT
INTERSECTION OF
U.S. RT. 15, SPRING
LANE RD AND ORE
BANK ROAD

It was moved by Vice-Chairman Loudenslager, seconded by Supervisor Wall, and unanimously carried to authorize Chief Thomas Wargo, and Sgt. Michael Lohr to proceed with the license plate reader (LPR) system project to be installed on the traffic signal arms located at U.S. Route 15, Spring Lane Road, and Ore Bank Road intersection at the cost of \$7,500.00 per year for a term of five years and create line-item numbers in the General Fund for the receipt of donations and expenditures.

FRANKLINTOWN
BOROUGH 2026-
2029 POLICE
SERVICES
AGREEMENT

It was moved by Supervisor Wall, seconded by Supervisor Kelly, and unanimously carried to table the 2026-2029 Police Services Agreement until the August 4, 2025 Board of Supervisors Work Session.

APPROVAL OF THE
TREASURER'S
REPORT

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and unanimously carried to approve the Treasurer's Report dated July 14, 2025, as submitted, which includes the Open Bill List up to and including July 09, 2025, in the amount of \$212,730.01, Cash Flow Reports for June 2025, compared to Budget Reports for June 2025, and Check Register Report for June 2025 to ratify the June 2025 Bill List.

JUNE 02, 2025
WORK SESSION
MINUTES
APPROVED

It was moved by Vice-Chairman Loudenslager, seconded by Supervisor Kelly, and carried to approve the June 02, 2025, Board of Supervisors Work Session Minutes as submitted.

Supervisor Wall abstained from the vote because she was not present.

JUNE 09, 2025
MEETING
MINUTES
APPROVED

It was moved by Supervisor Kelly, seconded by Supervisor Kelly, and unanimously carried to approve the June 09, 2025, Board of Supervisors Meeting Minutes as submitted.

FINAL PLANS
FOR SHEETZ
STORE #413
REBUILD
CONDITIONAL
APPROVAL

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and unanimously carried to grant the following waiver requests for the Final Land Development Plan for Sheetz Store #413 Rebuild as per Phillip Bath's Comment Letter dated June 24, 2025:

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 3 of 9**

II. Waivers

1. A Preliminary Plan is required for Land Development (§435-13.A) Applicant has requested a waiver. The Planning Commission recommended granting waiver.
2. Provide an existing resources and site analysis plan (§435-27.K). Applicant has requested a waiver. The Planning Commission recommended granting waiver.
3. Provide a preliminary resource impact and conservation plan (§435-27.L). Applicant has requested a waiver. The Planning Commission recommended granting waiver.
4. Access drives shall be rounded by a tangential arc with a minimum radius of 30'. (§435-41.A(3)(g)) Applicant has requested a waiver. The Planning Commission recommended granting waiver.
5. Curb reveal for commercial uses shall be 8". (§435-45.C.8(l)) Applicant has requested a waiver. The Planning Commission recommended granting waiver.
6. Sidewalk which is located along streets in ROW or access drives shall be located along the side(s) of the street upon which lots front and pedestrian traffic is anticipated (§435-45.B). Applicant has requested a waiver. The Planning Commission recommended granting waiver.
7. Street trees shall be provided along all road frontages (§435-52.D). Applicant has requested a waiver. The Planning Commission recommended granting waiver.

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and unanimously carried to conditionally approve the Final Land Development Plan for Sheetz Store #413 Rebuild contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated June 24, 2025:

III. Comments or Corrective Actions

1. A significant portion of the project is in Dillsburg Borough. Confirm Dillsburg Borough comments have been addressed and satisfied prior to Board approval of plan.
2. Prior to recording Final Plans, a separate and bound post construction Operation and Maintenance (PCSM O&M) program shall be provided with instructions for long term

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 4 of 9**

maintenance and cleaning of each type of BMP and include drawings of the structure(s). Provide one copy to the Township and one copy to the owner. (§428-11.F.(7)/§428-27)

- a. Add seeding information to O&M manual.

IV. Outside Agency Approvals Required Prior to Recording the Plan

1. None

V. Administrative Comments Required Prior to Recording the Plan

1. Waivers Section shall be updated for requested waivers based on Boards action (§435-26.K) and action dates shall be added to the plan.
2. Financial Security for the completion of Public Improvements and Stormwater Management Facilities within the Township shall be provided prior to recording the Plan. (§ 435-72.B/428-22). We suggest that the Township and Borough be a party of one financial security for the site.
3. Provide Developer's Agreement regarding the required improvements for Solicitor review and Township approval. (§435-36.J/435-72.B) We suggest that the Township and Borough be a party of one agreement.
4. The Stormwater O&M Agreement shall be executed. (§ 428-27)
5. All outstanding fees, including rec fees, must be paid prior to recording Plan. (§ 435-36.M/435- 27.D(8));
6. A construction inspection escrow must be established with Township (435-36.L).
7. All signatures and certifications must be provided and dated after last revision date of plans (§435- 28.B & C); (§ 435-24.E)
8. A digital set of the full LD Plan set, including E&S and PCSM plans shall be provided, with the final plans, prior to recording. We request a drawing file to be provided with the stormwater piping and outline of the basins for incorporation into the GIS system for MS4 compliance mapping. (§435- 14.K)

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 5 of 9**

FINAL PLANS
CHESTNUT GROVE
PHASE I
CONDITIONAL
APPROVAL

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and carried to grant the following waiver request for the Final Subdivision and Land Development Plan for Chestnut Grove Phase I as per Phillip Brath's Comment Letter dated July 01, 2025:

II. Waivers

1. Cut-and-fill slopes shall not be steeper than 3:1 unless stabilized by a retaining wall or cribbing. (§435-64) The applicant has requested a waiver for Lots 45 & 46. The Planning Commission recommended granting the waiver provided it does not exceed 2:1.

Supervisor Bush abstained from the vote.

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and carried to conditionally approve the Final Subdivision Land Development Plan for Chestnut Grove Phase I contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated July 01, 2025:

III. Comments or Corrective Actions

1. None

IV. Outside Agency Approvals Required Prior to Recording the Plan

1. Provide copy of agreement from Dillsburg Area Authority to provide service for Water & Sewer (§435-47.E) (§435-47.D);
2. Provide approval of design and agreement to serve for Water and Sewer service. (§435-46.D & 47.E). Water & Sewer improvements are to be bonded with DAA (§435-36.O.4). Provide evidence this is complete;
3. Provide approved PennDOT Permit Siddonsburg Road access. (§435-17);
4. Provide NPDES and PA DEP Chapter 102 (Erosion and Sedimentation Control) permits and permits for activities within existing floodway. (§428-11.G.) (§435-28.H/36.O);

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 6 of 9**

- V. Administrative Comments Required Prior to Recording the Plan
 - 1. Waivers Section shall be updated for requested waivers based on Boards action (§435-26.K) and action dates shall be added to the plan;
 - 2. Applicant must provide Estimate of Probable Construction Cost for all work associated with improvements necessary to complete project. Some of these elements include earthwork, E&S and stormwater controls, improvement items for roadway improvements, signage and etc. (§435-36.K) (§435-71 & 72);
 - 3. Financial Security for the completion of Public Improvements and Stormwater Management Facilities within the Township shall be provided prior to recording the Plan. (§ 435-72.B/428- 22);
 - 4. Provide Developer's Agreement for required improvements for Solicitor review and Township approval. (§435-36.J/435-72.B);
 - 5. Provide stand-alone post construction Operation and Maintenance plan for all SW BMPs. §428-11.F.(7)/§ 428-27 The O&M plan shall be bound with instructions for long term maintenance and cleaning and include drawings of the structure. Provide two copies and one digital copy. (MS4 O&M);
 - 6. The Stormwater O&M Agreement shall be executed for each phase. (§ 428-27);
 - 7. Provide Community Association Document, HOA Bylaws, Rules and Regulations, Declarations and Covenants, Public Offering Statement, and Easement Agreements for Solicitor review. (§435-27.M/435-78);
 - 8. Proposed street names and addresses must be approved by the Township prior to recording the Plan. A list of proposed addresses shall be submitted by the Applicant, to the Township Zoning Officer, for review and coordination with the Post Office and approval or revision;
 - 9. All outstanding fees, including rec fee in lieu and Roundabout contribution must be paid prior to recording Plan. (§ 435-36.M/435-27.D(8));
 - 10. A construction inspection escrow must be established with Township (435-36.L);

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 7 of 9**

11. All signatures and certifications must be provided and dated after last revision date of plans (§435-28.B & C) (§ 435-24.E) ;
12. An updated Stormwater Management Report, complete with all updates, signed & sealed shall be submitted prior to recording, for township records;
13. A digital set of the full SLD Plan set, including E&S and PCSM plans shall be provided, with the final plans, prior to recording. We request a drawing file to be provided with the stormwater piping and outline of the basins for incorporation into the GIS system for MS4 compliance mapping. (§435-14.K);

Supervisor Bush abstained from the vote.

**LOGAN MEADOWS
PHASE 4 SURETY
RELEASE NUMBER
ONE APPROVAL**

It was moved by Supervisor Wall, seconded by Supervisor Kelly, and unanimously carried to release \$295,747.45 (Surety Release #1) from the financial surety being held for the improvements completed in the Logan Meadow Phase 4, as per Phillip Brath's Comment Letter dated June 24, 2025. This will reduce the United States Surety Company Bond Number 1001197654 for this project from \$773,028.30 to \$479,280.85.

**FINAL PLAN
FOR STONY
RUN VILLAGE
TIME EXTENSION**

It was moved by Vice-Chairman Loudenslager, seconded by Supervisor Kelly, and unanimously carried to table and accept the time extension for the review of the Final Subdivision and Land Development Plan for Stony Run Village for BLG Construction, LLC until August 12, 2025.

**RESOLUTION
NUMBER 2025-16
INTERGOVERN-
MENTAL
COOPERATION
AGREEMENT WITH
YORK COUNTY**

It was moved by Supervisor Wall, seconded by Supervisor Kelly, and unanimously carried to adopt Resolution Number 2025-16 – A Resolution of Carroll Township, York County, Pennsylvania to extend the term of the amended and restated Intergovernmental Cooperation Agreement for the Implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan.

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 8 of 9**

EXTEND THE 2025
AMENDMENT TO
DECEMBER 31, 2030
FOR THE YORK
COUNTY
CHESAPEAKE BAY
POLLUTANT
REDUCTION PLAN

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and unanimously carried to enter into the Amendment to the amended and restated Intergovernmental Cooperation Agreement for the Implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan Amendment to extend the terms of the original Agreement and 2025 Amendments to end on December 31, 2030.

RESIGNATION
CHAD REED
CARROLL TWP.
PLANNING
COMMISSSION

It was moved by Vice-Chairman Loudenslager, seconded by Supervisor Kelly, and unanimously carried to accept the resignation of Chad Reed from the Carroll Township Planning Commission effective immediately and authorize the Township Staff to advertise for Letter of Interests to fill the vacant seat.

ORE BANK ROAD
MILLING AND
OVERLAY
PROJECT
AWARD SEALED
BID

It was moved by Supervisor Kelly, seconded by Vice-Chairman Loudenslager, and unanimously carried to award the sealed bid for the Ore Bank Road additional milling and overlay at the McDonald's and Giant's entrance to R. L. Livingston Excavation and Paving, Inc. in the amount of \$29,799.00.

BERKSHIRE HILLS
PRIVATE PARK

It was moved by Supervisor Wall, seconded by Supervisor Kelly, and unanimously carried to authorize the Township Solicitor, and Township Manager to look into what the next procedures would be for the Township to take over the Berkshire Hills private park.

Supervisors Wall and Kelly are against taking over the park.

Comments about the park:

1. The Berkshire Hills Homeowners Association are paying for the upkeep of the park.
2. Homeowners are not taking their turns mowing the park.
3. What are the Township's plans for the park?

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JULY 14, 2025
Page 9 of 9**

ADDITIONAL ITEMS DISCUSSED Supervisor Bush stated that the new fire engine has arrived at Northern York County Fire Rescue Station. Chief Hector would like to bring the new engine out to the next Board of Supervisors Meeting. It is a very sharp looking engine.

Brandon Slatt, Township Manager, stated the Softball Association will be installing outfield fences on fields one and two.

COMMITTEE REPORTS There were no committee reports.

ADJOURNMENT It was moved by Supervisor Kelly, seconded by Supervisor Bush, and unanimously carried to adjourn the meeting at 7:13 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary