

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
JUNE 09, 2025
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ROLL CALL	<p>SUPERVISORS –Brent Sailhamer, Tim Kelly, Libby Loudenslager, Dave Bush</p> <p>Supervisor on Zoom Attendees – Kelly Wall</p>
ATTENDEES	<p>Faye Romberger, Phillip Brath, P.E., Brandon Slatt, Township Manager, Michael O’Connor, Esquire, Thomas Wargo, Police Chief, Frank Setlak, Art Carr, Michelle Kiesinger, Marc Genre, Matt Farner, Tom Carl, Brett Paxton, Tonya Husic, Sandra Eimer, Ken Farner, Elizabeth Zeisloft, Sheila Covert, Gary Reihart, Josh Weidler, and Jeremiah Jones</p> <p>Zoom Attendees –James Hess, Borkenhagen, Chelsie Markel, Friend, Joe Stevenson, Kristen Stagg, and Vicky Church</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	<p>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 the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.</p>
FIRE REPORTS	<p>The Northern York County Fire and Rescue Fire Report for the Month of May 2025 was available for review.</p> <p>The Monaghan Township Volunteer Fire Company Fire Report for the Months of March 01, 2025 to May 31, 2025 was available for review.</p>
PUBLIC COMMENT	<p>Chairman Sailhamer asked for public comment. There were no public comments.</p>
POLICE REPORT	<p>Chief Thomas Wargo presented the Police Report for the Month of May 2025.</p>
UPDATE ON CADET CHRISTOPHER MIGATULSKI	<p>Chief Wargo stated Cadet Christopher Migatulski will be graduating from the Police Academy on Monday, June 23, 2025. He will be in FTO until October 2025.</p>

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**STATUS ON NEW
POLICE VEHICLES**

Chief Wargo stated all five new police vehicles are here. The unmarked vehicles are waiting for equipment. Three vehicles are striped and waiting for equipment. One vehicle is already in service.

**APPROVAL OF THE
TREASURER'S
REPORT**

It was moved by Supervisor Kelly, seconded by Supervisor Bush, and unanimously carried to approve the Treasurer's Report dated June 09, 2025, as submitted, which includes the Open Bill List up to and including June 03, 2025, in the amount of \$224,198.44, Cash Flow Reports for May 2025, compared to Budget Reports for May 2025, and Check Register Report for May 2025 to ratify the May 2025 Bill List.

**MAY 05, 2025
WORK SESSION
MINUTES
APPROVED**

It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and unanimously carried to approve the May 05, 2025, Board of Supervisors Work Session Minutes as submitted.

**MAY 12, 2025
MEETING
MINUTES
APPROVED**

It was moved by Chairman Sailhamer, seconded by Supervisor Kelly, and unanimously carried to approve the May 12, 2025, Board of Supervisors Meeting Minutes as submitted.

**FINAL PLANS
FOR SHEETZ
STORE #413
REBUILD
TIME EXTENSION**

It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and unanimously carried to table and accept the time extension for the review of the Final Land Development Plan for Sheetz Store #413 Rebuild until August 12, 2025.

**FINAL PLANS
FOR 941 YORK
ROAD WAREHOUSE
TIME EXTENSION**

It was moved by Supervisor Kelly, seconded by Supervisor Bush, and unanimously carried to table and accept the time extension for the review of the Final Subdivision and Land Development Plan for 941 York Road Warehouse until September 15, 2025.

**FINAL PLANS
CHESTNUT GROVE
PHASE I
TIME EXTENSION**

It was moved by Chairman Sailhamer, seconded by Supervisor Loudenslager, and carried to table and accept the time extension for the review of the Final Subdivision and Land Development Plan for Chestnut Grove Phase I until July 15, 2025.

Supervisor Bush abstained from the vote.

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**RESOLUTION
2025-14
RICHARD AND
SUSAN SNARE
REVISED PLANNING
MODULE**

It was moved by Chairman Sailhamer, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2025-14 – A Resolution of Carroll Township, York County, Pennsylvania, to adopt and submit to the Department of Environmental Protection (DEP) for its approval as a revision to Carroll Township’s “Official Sewage Facilities Plan” of the municipality for Richard and Susan Snare Subdivision Revised Planning Module.

**FINAL PLANS FOR
CARROLL
TOWNSHIP
TOWNHOMES
CONDITIONAL
APPROVAL**

It was moved by Chairman Sailhamer, seconded by Supervisor Kelly, and unanimously carried to conditionally approve the Final Subdivision and Land Development Plans for Carroll Township Townhomes contingent upon addressing all of the following comments in Phillip Brath’s Comment Letter dated May 27, 2025:

II. Requested Waivers:

1. No new waivers requested. The Six waivers requested under Preliminary Planning were approved by the board on 12/09/2024.

III. Comments or Corrective Items (Chapter 435 - Subdivision)

1. Provide required improvements to Ore Bank Road (§435-39.D)
 - a. The plan shall be completed to the satisfaction of the Township and shall be coordinated improvements with Inch & Company, Carroll Residential Development and Carroll Township. The three-party agreement for the required improvements shall be executed prior to approval of the Plan.
 - b. Sanitary sewer conveyance & water connection improvements in Ore Bank Road shall be coordinated and completed prior to completion of Ore Bank improvements.
2. Traffic Impact Study (TIS) shall be completed to the satisfaction of and approved by the Township, prior approval of the Final Plan (§435-27.C). Execution of the agreement for Ore Bank Road will satisfy this comment.

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3. Provide easement agreement from Dillsburg Center LLC, Attn: Vastgood Properties LLC. (880 N US RTE 15) for walkway between development & shopping center.
4. Check all pipe runs/profiles to ensure consistency between the PCSM package and the Final Subdivision and Land Development Plans. (§428-11.C.9 and §428- 11.D.4);
 - a. Please revise PCSM Report to show I-11.2 (MH-11.2) as an inlet, as indicated on plans.
 - b. Inlets I-14, I-18, I-20 and I-1.0 differ on plan sets. PCSM Plan Set will also need updated for consistency, as it shows I-13.2.
 - c. Update PCSM plan set without text overlay. Some markings are difficult to read. §435- 23.D. Updated PCSM plans were not included in this submission.

IV. Outside Agency Approvals Required Prior to Recording the Plan

1. A Provide agreement from Dillsburg Area Authority to provide service for Water & Sewer. Confirm water and sewer studies accepted by Dillsburg Area Authority (§435-47.E) (§435- 47.D);
2. Plans must be approved by Dillsburg Area Authority for Water & Sewer Utility. (§435-26.K(3)) Provide copy of correspondence to clarify status.
3. Provide proof of sewer facilities planning approval. (§435-27.B/§435-36.O.C)
4. Provide PennDOT Highway Occupancy Permit. All applications for highway occupancy permits are subject to Township review during the plan review process. (§435-17.A)
5. NPDES Permit Approval, dated 03/13/2025, has been received.
6. Confirm Fire Department approved fire hydrant locations.

V. Administrative Comments

1. All certifications must be executed and dated after the last revision on Plans (§435-28.B&C);

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2. All Conditions of Conditional Use Approval must be satisfied before Subdivision/Land Development Plan is approved.
3. All outstanding fees must be paid prior to recording Plan. (§435- 36.M/435-27.D(8));
 - a. Review fees shall be satisfied.
 - b. Calculation for recreation fee is based on 88 dwelling units at \$2,000.00 per unit.
 - c. Per Conditional Use decision, Developer shall make a lump sum contribution to the Township for emergency services (fire, police, etc.) in the amount of \$10,000;
4. The Developer, as part of the required improvements and surety, shall provide surety for 20% of the estimated construction costs of the Ore Bank – Siddonsburg Roundabout, to be adjusted when final numbers are determined. The current estimate is 2.5 Million.
5. Owner's Acknowledgement Statement must be executed and dated after Last Revision Date on plan. (§435-28.C)
6. 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) The Cost Estimate has been received and is being reviewed under a separate letter.
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. Provide Developer's Agreement regarding the required improvements for Solicitor review and Township approval. (§435-36.J/435-72.B);
9. The Stormwater O&M Agreement shall be executed. (§428-27)
10. A construction inspection escrow must be established with Township. (§435-36.L)
11. 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).

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SANDRA EIMER
TREE WAIVER
REQUESTS
DENIED

It was moved by Chairman Sailhamer, seconded by Supervisor Kelly, and carried to deny Sandra Eimer's waiver request to replant two trees elsewhere on the property and not to accept the six Captain Yew Trees planted on the side of property as replacement trees.

Supervisors Bush and Loudenslager voted no.

It was moved by Chairman Sailhamer, seconded by Supervisor Kelly, and carried to deny Sandra Eimer's waiver request for the type of trees to be replanted. She will not be allowed to plant two Blue Spruce trees instead of the trees listed in the Carroll Township Subdivision and Land Development Ordinance Street Trees (§435-52.D).

Supervisors Bush and Loudenslager voted no.

Ken Farner – 285 Ore Bank Road – stated that the number of waiver requests that the Board granted all the developers in the past years shame on the Board for not granting Ms. Eimer's waiver requests.

Gary Reihart – 150 Ore Bank Road – questioned the Board if there is any evidence that the allergies are real.

Supervisor Loudenslager questioned if there will be a site distance issue when these trees mature.

Supervisor Bush stated that Ms. Eimer likes Blue Spruce trees, that is why she would like to plant them.

REVISE THE
PLAN REVIEW
POLICY AND
PROCEDURE
TO CHANGE WHEN
A PLAN WILL GO
BEFORE THE
BOARD OF
SUPERVISORS

It was moved by Supervisor Kelly, seconded by Supervisor Loudenslager, and unanimously carried to adopt the Memorandum dated June 09, 2025 to revise the Subdivision and Land Development Plan Review Policy and Procedure page 5 Submissions – Preliminary Plan, Final Plan, or Preliminary/Final Plan paragraph three should read "Once the Planning Commission renders a recommendation, the applicant will be advised of the scheduled meeting for consideration of the final plan by the Board of Supervisors."

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**ZOOM PLATFORM
DISCUSSION**

There was a lot of discussion on the zoom platform. No action was taken at this time.

Supervisor Kelly stated that he likes the zoom platform. Residents can zoom in if they want to if they cannot make the meeting in person.

Supervisor Wall stated that if we take away the zoom platform we are taking away the voice of the citizens.

Chelsie Markel – 151 Quail Drive – stated that she put up a survey on the internet asking residents if the Board should keep the zoom platform. There were 168 yes and 5 Nos. She also stated that David Hazen, a Carroll Township resident, and a NYCSD board member told her that the School Board is going to use the zoom platform for their meetings.

Michelle Keisinger – 31 Hartman Lane – stated that she likes the zoom platform and YouTube.

Gary Reihart – 150 Ore Bank Road – stated that 30 years ago the Board started to record the meetings on VHS tapes. He feels YouTube is the way to go. He also feels that the zoom platform being interaction for residents should include a picture of the resident.

Shelia Covert – 1163 Park Avenue – stated that the platform does not have to be zoom as long as citizens can interact and are visible.

Supervisor Bush stated that the zoom sound is not great. A new system should have a better sound system.

Margie Bohenhagen – 302 Normandy Lane - stated that she will support any system that has interaction available. We should not go backwards but move forward with zoom. She also stated that the audio is exceptionally good tonight.

Art Carr – 3 Sheffield Drive - stated that he retired from TV recording. The Township would need good cameras and sound system which are extremely expensive. He feels that YouTube would be better.

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Chairman Sailhamer asked Ms. Markel how many of those 168 yes were Carroll Township residents.

**GRANT
CONTRACT
WITH MCNEES
GOVERNMENT
RELATIONS**

It was moved by Chairman Sailhamer, seconded by Supervisor Kelly, and unanimously carried to authorize Brandon Slatt, Township Manager, to contact McNees Government Relations to see if they would compromise and suspend the current contract. If they would not compromise, then put them on notice that we are ending the current service contract.

Supervisor Kelly stated that we should get together with McNees to see if they would suspend the current contract before we just cancel the contract.

**ORE BANK ROAD
MILLING AND
OVERLAY
PROJECT**

It was moved by Supervisor Kelly, seconded by Supervisor Loudenslager, and unanimously carried to authorize Brandon Slatt, Township Manager, to advertise for sealed bids for the milling and overlay at McDonald's and Giant's entrance on Ore Bank Road.

**ADDITIONAL ITEMS
DISCUSSED**

There were no additional items to be discussed.

**COMMITTEE
REPORTS**

Supervisor Loudenslager stated that there was a meeting held with the Berkshire Hills Homeowners Association concerning the park located in the development. The Homeowners' Association would like to turn the park over to Carroll Township. The Homeowners Association took a vote, and a majority of the residents did not have a problem with the park being turned over to the Township. Supervisor Loudenslager asked that this matter be placed on the July 07, 2025, Board of Supervisors Work Session Agenda for discussion and to see if the Board wants to move forward with this proposal.

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ADJOURNMENT

It was moved by Supervisor Kelly, seconded by Chairman Sailhamer, and unanimously carried to adjourn the meeting at 7:20 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary