

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
MARCH 08, 2021
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ROLL CALL SUPERVISORS – Bruce Trostle, Tim Kelly, Kelley Moyer-Schwille, and Dominic DePalma

Zoom Attendee – Kelly Wall

ATTENDEES Faye Romberger, Chief Thomas Wargo, Duane Stone, Esquire, Phillip Brath, P.E., Joe Nardella, and Tim Mellott

ZOOM ATTENDEES Peggie Williams and Jim Hess,

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 6:31 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 Kelly, seconded by Supervisor DePalma, and unanimously carried to approve the Treasurer’s Report dated March 08, 2021 as submitted, which includes the Open Bill List up to and including March 04, 2021 in the amount of \$59,270.52, Cash Flow Reports for February 2021, Compared to Budget Reports for February 2021, and Check Register Report for February 2021 to ratify the February 2021 Bill List.

PUBLIC COMMENT Chairman Trostle asked for public comment. There were no public comments.

APPROVAL OF THE FEBRUARY 08, 2021 MINUTES It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to approve the February 08, 2021 Board of Supervisors Meeting Minutes as submitted.

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**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. Township Engineer, Phillip Brath, stated that he has heard from the developer and the contractor concerning the improvements to the detention pond. The developer is ready to proceed forward, and their goal is to have all items addressed on or before April 30, 2021, weather pending.
2. Logan Meadows Phase I – the repairs are done. Township Engineer has the Plans and drawings to dedicate the streets, but there is an issue with the stormwater basin in Phase I because Phase III will be using this basin also.
3. Stonebridge Crossing Phase I and II – have done the concrete work in Phase I and II. They are planning to pave in the Spring of 2021.

**FINAL PLANS FOR
FIELDSTONE
CREST PHASE I**

It was moved Supervisor Kelly, seconded by Supervisor DePalma, and carried to conditionally approve the Final Subdivision Plan for Fieldstone Crest Phase I – Harry H. Fox, Jr. – 8 Lots contingent upon addressing all of the following comments in Phillip Brath’s Comment Letter dated February 18, 2021:

II. Subdivision (Ordinance No. 2018-242)

1. Provide Community Association Document for review and approval prior to Plan approval. (Section 506.13)
2. Provide Developer’s Agreement for approval prior to recording the Plan. (Section 607.10)
3. All certificates must be signed, sealed, and dated after last submission revision date. (Section 507/607.1)

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4. All outstanding fees, including review and recreation fees, must be paid prior to plans recording. (Section 607.13)
5. Provide financial security in accordance with Section 1301. (Section 607.11)

III. Stormwater (Ordinance No. 2011-216)

1. The O&M Agreement shall be executed. (Section 303.F.7)
2. Provide a single bound final signed and sealed stormwater management report for the file.
3. Provide financial security for the completion of Stormwater Management Facilities as set forth in Article V of this Ordinance, (Section 303.H)

IV. Surety Establishment

1. The provided Financial Security Estimate for site improvements appears to be fair and reasonable with respect to the work to be completed. The estimate identifies the estimate of probable costs of construction to be \$522,526.00. Therefore, the amount of financial security to be posted for the required improvements should be established at 110% of the probable cost of construction, set to \$574,779.00.

Chairman Trostle voted no.

Chairman Trostle questioned the stormwater management plan for the project and if the financial security is enough if we need to step in to finish the project.

Supervisor Kelly questioned the size of the lots are they all around 2 acres per lot.

SET FINANCIAL
SECURITY FOR
FIELDSTONE
CREST PHASE I

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and carried to set the financial security for the Final Subdivision Plan for Fieldstone Crest Phase I – Harry H. Fox, Jr. – 8 Lots at \$574,779.00 for the site improvements for this development.

Chairman Trostle voted no.

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FINAL PLANS FOR
JEANNE A
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 July 31, 2021.

MS4 ANNUAL
PUBLIC MEETING
PRESENTATION

Phillip Brath, P.E. and Joe Nardella, Environmental Scientist, from Gibson-Thomas Engineering gave an Annual Public Meeting Presentation on MS4 (Municipal Separate Storm Sewer System).

MS4 – Public Education – Annual Reporting – As part of the compliance activities, the Township Engineer provides an overview of the MS4 (Municipal Separate Storm Sewer System) activities that have occurred during the year. This will constitute the Engineer’s Public Report for the year, ending June 30, 2021. The submission of Annual MS4 Status Reports is required by the General Permit. We must submit the annual reports to the DEP by September 30th of each year to describe activities conducted under the General Permit during the period of July 1 – June 3. We must also submit the annual installment payment of \$500.00 to DEP’s Bureau of Clean Water by September 30th of each year. Carroll Township received an NPDES (National Pollutant Discharge Elimination System) Permit in 2003 and renewal permits in 2015 and pending for 2018 and still pending 2020. The current permit expired at midnight on March 15, 2018. Carroll Township submitted a General Permit Application or NOI for renewal on September 15, 2017. The new permit has been issued – It is NPDES Permit No. PAG133548. Approval of coverage to discharge under this NPDES Permit is authorized beginning on January 01, 2021.

MS4 – Why Are We Doing It? – Impaired Streams in Carroll Township – PA DEP 2014 Integrated 303(d) List Impairments: Chesapeake Bay (Nutrients/Sediment) – Yellow Breeches (Attaining Standard), Unnamed Tributaries to the Yellow Breeches (Siltation) – Dogwood Run & Stoney Run (Siltation) – Fishers Run (Siltation) – Conewago Creek (Siltation) – North Branch Bermudian Creek (Nutrients, Siltation). Most of

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Carroll Township is within the Yellow Breeches Creek Watershed.

Pollutant Reduction – Chesapeake Bay TMDL – Chesapeake Bay Pollutant Reduction Plan – Carroll Township falls under this requirement – The Township is working with York County Stormwater Consortium (YCSWC) on the “York County Regional Chesapeake Bay Pollutant Reduction Plan”

Pollutant Reduction Planning – York County Stormwater Consortium Pollutant Reduction Planning – YCSWC Chesapeake Bay PRP was submitted 09-15-2017 and again with a Revision 10/10/2017 and revised December 08, 2020. DEP approved the plan December 15, 2020.

Progress made by the YCSWC from 07/01/2018 through 06/30/2020 included completion of 5 projects (4 stream restoration and 1 basin retrofit, resulting in a sediment reduction of 227,906 lbs. However, one of the stream restoration projects (BMP #39) is doing PCSM with hopes of achieving a higher reduction credit. An additional 3 projects are under construction (1 stream restoration, 1 bioretention, and 1 basin retrofit). Design and permitting was completed on 6 projects and design was completed on 1 project that is now seeking a permit for construction. Six projects are currently in the design phase. One of the 3 projects includes Chestnut Hollow Basin located in Carroll Township. Anticipated activities in the YCSWC Pollutant Reduction Plan (PRP) for next reporting period. The 3 projects that are currently under construction will be completed. It is also anticipated that up to 9 of the projects will designs completed or currently underway will move into the construction phase and could be completed. Note that there are only 6 projects in the Yellow Breeches Watershed. There is only 1 project to date in Carroll township. However, there are some other projects that have been proposed by private individuals under some grant programs. We would like to see more projects and GTE will continue to pursue some opportunities (i.e., Grant/funding sources) as they become available, and we will bring them to the Board for consideration.

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Carroll Township Program Status – Education and Public Participation (MCM1 and MCM2): The Township will continue to improve these programs to educate businesses.

There are stormwater brochures available in the lobby, Newspaper advertisement was placed with CAPCOG, education was provided by CAPCOG. Newsletter with MS4 information was sent out to residents and businesses. Continued to work with Yellow Breeches Watershed Association which also provides Public Education and Public Participation opportunities.

Illicit Discharge Detection and Elimination (IDD&E) (MCM3) – New GIS based storm sewer map and Municipal Asset Inventory – Continue to upgrade and update map – Continue to review questionable outfall locations as shown on the GIS map and add, remove or re-designate outfalls and outlets as needed. – Private system & BMP mapping is good but continues to need attention – Complete 2021 Outfall Inspections. Carroll Township has an Illicit Discharge Ordinance No, 2017-238 which prohibits the discharge of non-stormwater into the Township storm sewer systems. MS4 Coordinator reviews and acts on illicit discharge reports by the public.

Construction Site Stormwater Runoff Control (MCM4) - Plans are reviewed by the Township Engineer's office for compliance with the Stormwater Management Ordinance – The Township's memo of understanding (MOU) with the County outlines the Conservation District responsibilities with respect to MCM4. Most MCM4 compliance activities are delegated to the Conservation District, however the Township is still ultimately responsible for compliance.

Post-construction Stormwater Management in New Development and Re-development (MCM5) is implemented during and after construction – As-built Plans are required for all completed projects, which are reviewed by the Township Engineer for compliance with the Ordinance. – The Construction phase items of MCM5 are delegated in the MOU to the Conservation District. Continue the process of creating an inventory data list for all projects which are completed to

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follow-up the Operations and Maintenance (O&M) responsibilities. The permit requires a legal framework for enforcing and recording proper operation and maintenance of post construction stormwater management facilities (both private and municipally owned). Update and detail stormwater management BMP's on the GIS map. The Township has engaged with Homeowners Associations and private businesses regarding Operation and Maintenance of existing facilities. Pollution Prevention/Good Housekeeping for Municipal Operations (MCM6) – For the Township, most Municipal Operations are performed outside of the permit area, so the requirements for Carroll Township are minimal and mostly include cleaning inlets and maintenance (sweeping) of streets. Public Works Employees attend training at CAPCOG and other opportunities. MS4 Coordinator will also provide training where appropriate. Training attendance is mandatory and must be recorded. Leaf collection equipment is operational and was used this past year.

Third Party Reliance – County Conservation District, Partner Municipalities, Watershed Associations – York County Storm Water Consortium for CBPRP. Legal Structure/Agreements – complete in place with County and YCSWC.

Recordkeeping – Data Management and Documentation – Complete set of files and documents relating to all MCMs – always in process.

Annual Reporting – Reporting period end date for 2020-2021 is July 1, 2020 to June 30, 2021. Annual Report for 2019-2020 was submitted on time, prior to September 30, 2020 required filing date. Annual Report for 2020-2021 to be submitted prior to September 30, 2021.

Residents – What can I do? – The goals of all MS4 program and the Township are to reduce the discharge of pollutants from the Township, to protect water quality and to satisfy requirements of the Clean Water Act. – What can you do? Get involved.

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Storm water from your home and from the public streets goes into a storm sewer, which goes directly into streams. This water is not cleaned in any way and does not go to the waste water treatment plant. The Township needs all of its residents to assist us in keeping our storm water and storm water sewer system clean by doing the following:

Dispose of water properly, clean up after your pets, use fertilizers properly and efficiently to prevent excess runoff, store materials, that could pollute stormwater, indoors, and wash your cars at a carwash or in the grass – do not let soapy water get to storm drains, do not blow grass clippings, dirt or leaves into the street. Residents may be the first to recognize “illicit” discharges such as dumping into storm sewers or coming out of from storm sewer outfalls. If you see an “illicit” discharge please report that to the Township.

If you are part of a Homeowners Association or have a stormwater facility on your property, please remember that it is a facility, like equipment, like a house, you need to maintain it. Get drawings and instructions for maintenance. Keep it clean of debris, keep it clear of invasive plants and brush, mow it appropriately weekly (or as appropriate) at 3 – 6” for embankments, Monthly or twice a year for bottom, dependent upon features, make sure any structures, pipes or concrete are maintained, and remove sediment build up.

Do not be afraid of your BMP. You have a responsibility to maintain your BMP in the design condition as a minimum, but that does not mean you cannot make it better. Treat it like a feature of your property instead of a wilderness where no one is allowed to enter. Remember that typically, it was built by a Contractor for lowest cost at minimum requirements to meet the Ordinance. Research what you can do to make it better, more appealing, better for the environment. Talk to the Township to make sure planned changes are consistent with the design intent and if it requires any permitting.

Small improvements on your property can, in totally, improve water quality and add value to your home: Rain Barrels, Downspout Planters, Sidewalk Stormwater Planter and Rain Gardens.

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What Discharges are authorized by MS4 permit? – The following non-stormwater discharges are authorized by the General Permit: (as long as such discharges do not cause or contribute to pollution as defined in Pennsylvania’s Clean Streams Law)

1. Discharges or flows from firefighting activities. (Life Safety)
2. Discharges from portable water sources including water line flushing and fire hydrant flushing if such discharges do not contain detectable concentrations of Total Residual Chlorine.
3. Non-contaminated irrigation water, water from lawn maintenance, landscape drainage and flows from riparian habitats and wetlands.
4. Diverted stream flows and springs.
5. Non-contaminated pumped ground water and water from foundation and footing drains and crawl space pumps.
6. Non-contaminated HVAC condensation and water from geothermal systems.
7. Residential (i.e., not commercial) vehicle wash water where cleaning agents are not utilized.
8. Non-contaminated hydrostatic test water discharges if such discharges do not contain detectable concentrations of chlorine.

PROPOSED
CHANGES TO THE
COMPREHENSIVE
PLAN, ZONING MAP
AND ORDINANCE
PUBLIC HEARINGS
SCHEDULED

Duane Stone, Township Solicitor, stated that the Proposed changes to the Northern York County Comprehensive Plan, Carroll Township Zoning Map and Ordinance will be going before the Carroll Township Planning Commission for their Public Hearing on Thursday, March 25, 2021 at 6:30 p.m. The Carroll Township Board of Supervisors will be holding their Public Hearing on Monday, April 19, 2021 at 6:30 p.m. The Planning Commission Public Hearing has been advertised in the Dillsburg Banner.

PENN STATE
HEALTH EMS
SERVICE
AGREEMENT

Duane Stone, Township Solicitor, stated that he has not heard back from Penn State Health concerning the proposed issues with the West Shore ALS and Ground Ambulance Service Provider Agreement.

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- | | |
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| ADOPT
RESOLUTION
2021-17
DONATING
JOHN DEERE 210C
FRONT END LOADER
TO WILIAMS GROVE
HISTORICAL
STEAM ENGINE
ASSOCIATION | It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to adopt Resolution 2021-17 – A Resolution authorizing the disposal of surplus personal property by donating at no charge the John Deere 210C front end loader that was purchased in 1987 to the Williams Grove Historical Steam Engine Association located at the Williams Grove Park in Mechanicsburg, Pennsylvania. Said organization is a Nonprofit Corporation established for the preservation of Historical artifacts. |
| MLADENOFF
LOT
CONSOLIDATION | It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the Declaration of Consolidation of Previously Subdivided Lots request for Jamie and Jessica Mladenoff – 29 Jennifer Lane – Declaration of Consolidation of Previously Subdivided Lots – Parcel Number 20-000-110027-00-00000 and Parcel Number 20-000-11-0029-00-00000 being described as Lot Numbers. 27 and 29 on the Final Subdivision Plan for Grantham Crossing, prepared by Christopher S. Pecora, PLS with final revised date of December 26, 2001 and as recorded in York County Plan Book RR, Page 790 wish to consolidate and combine the Lots into a single lot. |
| RESOLUTIONS
2021-13, 2021-14,
2021-15
AND 2021-16
PROCLAMATION
OF LOCAL
DISASTER
EMERGENCY | It was moved by Supervisor Wall, seconded by Supervisor Kelly, and unanimously carried to adopt the following Resolution Numbers 2021-13, 2021-14, 2021-15, and 2021-16 - 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. |
| CAPCOG 2021 – 2022
IN-PLACE ROAD
PROJECTS
AWARD BID | It was moved by Chairman Trostle, seconded by Supervisor Kelly, and unanimously carried to award the CapCOG 2021 - 2022 In-Place Road Projects (Wooded Run Drive (Shoulders), Wooded Run Drive Overlay, Maple Street Overlay, and Hillcrest Drive Overlay) bid to Pennsy Supply in the amount of \$249,899.89. |

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CAPCOG 2021 – 2022
LINE PAINTING
AWARD BID

It was moved by Supervisor Kelly, seconded by Supervisor DePalma and unanimously carried to award the CapCOG 2021 - 2022 Line Painting, Materials and Application bid to Alpha Space Control in the amount of \$12,751.20.

CAPCOG 2021 – 2022
LANDSCAPE
CHEMICALS AND
MATERIALS
AWARD BID

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to award the CapCog 2021 - – 2022 Landscape Chemicals and Materials bid to

20 Tons of Diamond Tex (Original) Infield Mix to Genesis – FOB - \$600.00 and DEL - \$895.00.

40 Cubic Yard Playground Cover – ASTM F1292, F1951, F1487 Certified to River Valley FOB - \$660.00 and DEL - \$930.00

CAPCOG 2021 – 2022
ROAD MATERIALS
AWARD BIDS

It was moved by Chairman Trostle, seconded by Supervisor Kelly, and unanimously carried to award the CapCOG 2021 – 2022 Road Materials Bids to:

1. York Building Products –

2A Aggregate – FOB \$6.25/ton and DEL \$12.60/ton
#3 Aggregate – FOB \$9.90/ton and DEL \$16.25/ton
#8 Aggregate – FOB \$13.60/ton and DEL \$19.95/ton
#8 Aggregate washed at 1.0% - FOB \$14.60/ton and DEL \$20.95/ton
#57 Aggregate – FOB \$9.90/ton and DEL \$16.25/ton

2. Union Quarries –

9.5 MM Wearing <.3ESALS – FOB \$53.87/ton and DEL \$62.07/ton
19 MM Binder <.3 ESALS – FOB \$47.52/ton and DEL \$55.72/ton
25 MM Base <.3 ESALS – FOB \$45.85/ton and DEL \$54.05/ton

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CAPCOG 2021 – 2022
ROAD MATERIALS
AWARD BIDS
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3. Hempt Brothers –
Antiskid AS3 – FOB - \$12.00/ton
4. Pennsy Supply –
Antiskid AS3 - DEL \$18.64/ton
5. Stewart & Tate –
Cold Bituminous Patching Premix – FOB \$104.28/ton
6. York Building Material
Cold Bituminous Patching Premix – DEL \$114.35/ton

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the month of February 2021.

SUSPENSION FOR
POLICE OFFICER

It was moved by Chairman Trostle, seconded by Supervisor Kelly, and unanimously carried to authorize Chief Wargo to execute the three-day suspension to the Police Officer on the Carroll Township Police Force.

ACCREDITATION
SOFTWARE

Chief Thomas Wargo stated the company Power DMS that we were going to purchase the Accreditation Software from is being sold to another company. The current price is \$4,420.00 which is \$20.00 higher than the budget price will hold until March 31, 2021. After March 31, 2021 there could be a price increase of 25% or more after the new company takes over.

There were no motions, but the Board authorized Chief Wargo to go ahead and purchase the Accreditation Software before March 31, 2021 at the price of \$4,420.00.

FIRE REPORT

Chairman Trostle stated that the Township has received the Fire Report from Northern York County Fire Rescue for the month of February 2021. If anyone has any questions, please let the Secretary know so we can get your questions answered.

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ADJOURNMENT

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to adjourn the meeting at 8:03 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary