

**CARROLL TOWNSHIP  
BOARD OF SUPERVISORS  
MEETING MINUTES  
MAY 11, 2020  
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ROLL CALL SUPERVISORS – Bruce Trostle, Kelley Moyer-Schwille, Kelly Wall, and Tim Kelly (Tim Kelly was on Zoom)

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

Carroll Township’s Municipal Building was closed 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 6:35 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 Wall, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the Treasurer’s Report dated May 11, 2020 as submitted, which includes the Open Bill List up to and including May 05, 2020 in the amount of \$34,161.04, Cash Flow Reports for April 2020, Compared to Budget Reports for April 2020, and Check Register Report for April 2020 to ratify the April 2020 Bill List.

PUBLIC COMMENT Chairman Trostle asked for public comment.

There were no public comments.

APPROVAL OF THE MARCH 02, 2020 WORK SESSION MINUTES It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Wall, and unanimously carried to approve the March 02, 2020 Board of Supervisors Work Session Minutes as submitted.

APPROVAL OF THE MARCH 09, 2020 MINUTES It was moved by Supervisor Wall, seconded by Chairman Trostle, and unanimously carried to approve the March 09, 2020 Board of Supervisors Meeting Minutes as submitted.

APPROVAL OF THE APRIL 20, 2020 MINUTES It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Wall, and unanimously carried to approve the April 20, 2020 Board of Supervisors Meeting Minutes as submitted.

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REVISED MINOR  
PLANS FOR  
245 NURSERY RD  
ECI PROPERTIES

It was moved by Supervisor Wall, seconded by Supervisor Moyer-Schwille, and carried to grant the following waiver requests for the Revised Minor Subdivision Plan of 245 Nursery Road – 2 Lots for ECI Properties Limited Partnership as per Phillip Brath’s Comment Letter dated April 13, 2020:

**IV. Waivers Requested**

1. Where a subdivision or land development abuts an existing street of inadequate width, sufficient additional width shall be constructed per Section 435-39.D.1. contingent upon paying a fee in lieu of in the amount of \$5,000.00 for the improvements to Nursery Road. **Applicant requested waiver from ordinance requirement. Planning Commission recommended granting waiver.**
2. Provide sidewalks along existing street frontage per Section 435-45.B. **Applicant requested waiver from ordinance requirement. Planning Commission recommended granting waiver.**
3. Provide curbing along existing street frontage per Section 435-45.C. **Applicant requested waiver from ordinance requirement. Planning Commission recommended granting waiver.**
4. Provide a stormwater management plan. (Section 435-27.I) Applicant **requesting modification from ordinance requirement to defer until building permit is submitted. Planning Commission recommended granting waiver.**
5. Provide a Wetland Study. (Section 435-27.G) **Applicant requested waiver from ordinance requirement. Planning Commission recommended granting waiver.**
6. Provide a Site Context Map. (Section 435-27.J) **Applicant requested waiver from ordinance requirement. Planning Commission recommended granting waiver.**
7. Provide an Existing Resources and Site Analysis Plan. (Section 435-27.K) **Applicant requested waiver from ordinance requirement. Planning Commission recommended granting waiver.**

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8. Provide a Preliminary Resource Impact and Conservation Plan. (Section 435-27.L) **Applicant requested waiver from ordinance requirement. Planning Commission recommended granting waiver.**

Supervisor Trostle voted no.

Supervisors Wall and Kelly both stated that they feel the Developer should not be charged a fee in lieu of for Nursery Road.

It was moved Chairman Trostle, seconded by Supervisor Moyer-Schwille, and unanimously carried to conditionally approve the Revised Minor Subdivision of 245 Nursery Road – 2 Lots for ECI Properties Limited Partnership contingent upon addressing all of following comments in Phillip Brath’s Comment Letter dated April 13, 2020:

**II. Subdivision (Ordinance No. 2018-242)**

1. All certificates must be signed, sealed by the individual responsible for the plan and dated after last submission revision date. (Section 435-28.B)
2. The Owners must sign the plan and date after last plan revision. (Section 435-28.C/36.A)
3. Provide a deed of consolidation, approved by the Township Solicitor, for recording with the Plan and place a note on the plan requiring consolidation. (Section 435-36.P)
4. Revise waivers references on cover sheet. Provide missing waiver documentation (waiver 5-8 below). Date of action by Board shall be provided on the plan. (Section 435-26.O)
5. All outstanding fees must be paid prior to recording Plan. (Section 435-36.M)
6. Unless improvements are waived, an improvement guarantee in accordance with Article 13 and construction inspection escrow must be established with Township prior to plan’s recording. (Section 435-36.K & L/435-71.C)

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**III. General Comments**

1. Township should consider applicability of park and recreation or fees for the subdivision considering previous recreation fees paid for the previous subdivision of the property. (Section 435-43)

107 MAPLE STREET  
PUBLIC SEWER  
HOOK UP LETTER

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Wall, and unanimously carried to authorize the Township Staff to send a letter to the property owners of 107 Maple Street notifying them that they are in violation of Article IV Mandatory Connection to Certain Sewer Line (Adopted 4-3-1986 by Ord. No. 43-1986) §308.25 Connection to sewer systems required A. (2) and that they must connect to the public sewer as soon as possible. By §305.25B – if they do not connect after receiving the first notice, a second notice will be sent requiring them to connect within 60 days.

MUSSER HOME  
BUILDERS  
MAINTENANCE  
BOND RELEASE

It was moved by Supervisor Wall, seconded by Chairman Trostle, and unanimously carried as per the site inspection done by Brandon Slatt and found that all required improvements are installed and performing as per the approved subdivision and land development plan to release Musser Home Builders' Maintenance Bond being held by Fulton Bank – Letter of Credit D007543 in the amount of \$19,436.25. This will reduce the Letter of Credit D007543 to zero.

PROPOSED  
ORDINANCE  
NUMBER 2020-244  
AMEND THE  
POLICE PENSION  
PLAN WITH PMRS

It was moved by Chairman Trostle, seconded by Supervisor Wall, and unanimously carried to authorize the Township Staff to advertise Proposed Ordinance Number 2020-244 - An Ordinance of Carroll Township, York County, Commonwealth of Pennsylvania, electing to amend its Police Pension Plan Administered by the Pennsylvania Municipal Retirement System pursuant to Article IV of the Pennsylvania Municipal Retirement Law; agreeing to be bound by all provisions of the Pennsylvania Municipal Retirement Law as amended and as applicable to Member Municipalities. It is hereby ordained by Carroll Township, York County, as follows to take action at the June 08, 2020 Board of Supervisors Meeting.

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RESOLUTION  
2020-21  
REAL ESTATE  
TAX NON-PENALTY  
PERIOD UNTIL  
DECEMBER 31, 2020`

It was moved by Supervisor Moyer-Schwille, seconded by Chairman Trostle, and unanimously carried to adopt Resolution 2020-21 – A Resolution extending the period in which Real Estate Taxes may be paid at the base rate by adopting a Penalty Rate of 0% for 2020 and setting the non-penalty period for local taxes until December 31, 2020 pursuant to Pennsylvania ACT 10 and ACT 15 of 2020.

RESOLUTIONS  
2020-18, 2020-19,  
AND 2020-20,  
PROCLAMATION  
OF LOCAL  
DISASTER  
EMERGENCY

It was moved by Chairman Trostle, seconded by Supervisor Wall, and unanimously carried to adopt Resolution Numbers 2020-18, 2020-19, and 2020-20 - Resolutions of the Board of Supervisors of Carroll Township, York County, Pennsylvania 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.

AWARD NEW  
REPLACEMENT  
BOILER FOR THE  
TOWNSHIP BLDG

It was moved by Supervisor Wall, seconded by Chairman Trostle, and unanimously carried to award the replacement of the Township’s Boiler to Zimmerman Plumbing, Heating & Air Conditioning in the amount of \$20,895.00.

SUPERVISOR  
VACANT SEAT

It was moved by Chairman Trostle, seconded by Supervisor Moyer-Schwille to appoint Andy Ritter to the Carroll Township Board of Supervisors to fill the unexpired term of Brian Schmick until January 2022. Motion did not carry.

Chairman Trostle and Supervisor Moyer-Schwille voted yes.

Supervisors Wall and Kelly voted no.

It was moved by Supervisor Wall, seconded by Supervisor Kelly to appoint Dominic DePalma to the Carroll Township Board of Supervisors to fill the unexpired term of Brian Schmick until January 2022. Motion did not carry.

Chairman Trostle and Supervisor Moyer-Schwille voted no.

Supervisors Wall and Kelly voted yes.

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Chairman Trostle stated that the Vacancy Board Member should interview the two applicants by telephone or in person anytime between May 21, 2020 and before June 1, 2020.

It was moved by Chairman Trostle, seconded by Supervisor Moyer-Schwille to set a special meeting with the Vacancy Board for Monday, June 1, 2020 at 5:30 p.m. Motion did not carry.

Chairman Trostle and Supervisor Moyer-Schwille voted yes.

Supervisors Wall and Kelly voted no.

FIELD MOWING  
AT  
CHESTNUT PARK

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Kelly, and unanimously carried since the Northern York Lacrosse Club has refunded all their registration fees for the 2020 season Carroll Township will not bill them for the mowing of the fields at Chestnut Park from March 01, 2020 through June 14, 2020. However, if the Club would start to use the field for any purpose the Township will start billing them for mowing from that time forward.

ADVERTISE  
PLANNING  
COMMISSION  
VACANCY

It was moved by Supervisor Wall, seconded by Supervisor Moyer-Schwille, and unanimously carried to authorize the Township Staff to advertise for Letter of Interests for the vacant seat on the Carroll Township Planning Commission.

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the month of April 2020

HIRING OF  
PART-TIME  
POLICE OFFICER  
JESSE LOVEJOY

It was moved by Chairman Trostle, seconded by Supervisor Wall, and unanimously carried to hire Jesse Lovejoy as a Part-Time Carroll Township Police Officer and set compensation at \$22.66 per hour.

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UPGRADE  
TV CHANNEL  
TO ADD ZOOM

It was moved by Supervisor Kelly, seconded by Supervisor Wall, and carried to award the proposal to upgrade the TV Channel to add Zoom to J.P. Lilley, Inc. in the amount of \$1,924.00.

Chairman Trostle voted no.

ADJOURNMENT

It was moved by Supervisor Moyer-Schwille, seconded by Chairman Trostle, and unanimously carried to adjourn the meeting at 6:54 p.m.

Respectfully submitted,

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Faye L. Romberger, Secretary