

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
OCTOBER 12, 2020
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ROLL CALL SUPERVISORS – Bruce Trostle, Kelley Moyer-Schwille, Tim Kelly, and Dominic DePalma

SUPERVISORS ZOOM – Kelly Wall

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

ZOOM ATTENDEES Peggie Williams, Scott Vance, Jim Hess, and Richard Fager

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.

CALL TO ORDER Chairman Trostle called the regularly scheduled meeting of the Carroll Township Board of Supervisors to order at 6:40 p.m. The location of the meeting is the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, Pennsylvania.

EXECUTIVE SESSIONS Chairman Trostle announced that the Board of Supervisors held an Executive Session Monday, October 12, 2020 prior to the Board of Supervisors Regular Meeting to discuss personnel issues.

APPROVAL OF THE TREASURER’S REPORT It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Wall, and unanimously carried to approve the Treasurer’s Report dated October 12, 2020 as submitted, which includes the Open Bill List up to and including October 08, 2020 in the amount of \$30,590.18, Cash Flow Reports for September 2020, Compared to Budget Reports for September 2020, and Check Register Report for September 2020 to ratify the September 2020 Bill List.

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

APPROVAL OF THE SEPTEMBER 08, 2020 WORK SESSION MINUTES It was moved by Supervisor Wall, seconded by Supervisor Moyer-Schwille, and unanimously carried to approve the September 08, 2020 Board of Supervisors Work Session Minutes as submitted.

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APPROVAL OF THE
SEPTEMBER 14, 2020
MINUTES

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to approve the September 14, 2020 Board of Supervisors Meeting Minutes as submitted.

PRELIMINARY/
FINAL PLANS FOR
R. F. FAGER
COMPANY
FACILITY

It was moved by Chairman Trostle, seconded by Supervisor Kelly, and unanimously carried to grant the following waiver requests for the Preliminary/Final Subdivision Plan for R. F. Fager Company Facility as per Phillip Brath's Comment Letter dated September 30, 2020:

IV. Waivers

1. A preliminary plan application is required. (Section 435-13) Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended waiver.
2. Sidewalks shall be provided to provide access to and/or within a commercial, industrial, or other community facilities. (Section 435-45.B) Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended waiver conditioned on space being available for future sidewalk if needed.
3. Provide curbing along Spring Lane. (Section 435-45.C) Applicant requesting waiver from Ordinance Requirement. Planning Commission recommended waiver.

It was moved by Supervisor Kelly, seconded by Supervisor DePalma, and unanimously carried to conditionally approve the Preliminary/Final Subdivision Plan for R. F. Fager Company Facility contingent upon addressing all of the following comments in Phillip Brath's Comment Letter dated September 30, 2020:

II. Subdivision (Ordinance No. 2018-242)

1. Roadway widening is required along the full frontage of the project. (Section 435-39) As agreed with the Planning Commission the Plans include widening of Gettysburg Pike and details of a proposed right turn lane on Gettysburg Pike at the intersection with Spring Lane; and Applicant has proposed to enter into a fee in lieu

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PRELIMINARY/
FINAL PLANS FOR
R. F. FAGER
COMPANY
FACILITY
CONTINUES

- agreement for Spring Lane road widening. Plans shall be acceptable to the Township prior to approval of the Plans.
2. Provide agreement to serve for Water service. (Section 435-46.D & 47.E)
 3. All certificates must be signed, sealed, and dated after last submission revision date. (Section 435-28.B/28.C/36.A)
 4. Applicable waivers, special exceptions, conditional uses or variances and 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. A Recreation area dedication or fee shall be provided in accordance with Section 435-43.B.
 7. Provide developer's agreement, an improvement guarantee in the amount of \$570,596.00, and established a construction inspection escrow with the Township, prior to plan's recording. (Section 435-36.K & L/435-71.C) The Opinion of Probable Costs for improvements guarantee is reviewed under a separate letter.

III. Stormwater Management (Ordinance No. 2011-216)

1. Provide notification from the York County Conservation District or DEP that an acceptable erosion and sedimentation control plan/NPDES/PCSM plan has been approved by that agency. (Section 435-36.O/428-12)
2. Description of an ownership and maintenance program, in a form that can be incorporated into a stormwater easement agreement at the Recorder of Deeds for York County. This form shall clearly set forth the ownership and maintenance responsibilities for all temporary and permanent stormwater management facilities which shall include subsections A, B, and C. (Section 303.F.7)
3. Update, sign, seal and provide final stormwater Management plans and reports. (Section 401.B)

It was moved by Chairman Trostle, seconded by Supervisor DePalma, and unanimously carried to set the probable cost of construction for the site improvements for the Preliminary/Final Subdivision Plan for R. F. Fager Company Facility at \$570,596.00 as per Phillip Brath's Comment Letter dated September 30, 2020.

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PRELIMINARY/
FINAL PLANS FOR
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COMPANY
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CONTINUES

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to set the fee in lieu of for road improvements on Spring Lane Road for the Preliminary/Final Subdivision Plan for R. F. Fager Company Facility at \$11,661.00 as per Phillip Brath's Comment Letter dated September 30, 2020.

REVISED
PRELIMINARY/
FINAL LAND
DEVELOPMENT
PLAN FOR
DILLSBURG
MAVIS TIRE

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to grant the following waiver request for the Revised Preliminary/Final Land Development Plan for Dillsburg Mavis Tire as per Phillip Brath's Comment Letter dated September 30,2020:

IV. Waivers

1. A preliminary plan application is required. (Section 435-13) The applicant has requested a waiver. The Planning Commission recommended approval of the waiver.
2. Sidewalks shall be provided to provide access to and/or within a commercial, industrial, or other community facilities. (Section 435-45.B) The applicant has requested a waiver for Spring Lane. The Planning Commission recommended approval of the waiver.
3. Dead-end aisles in parking areas are not allowed. (Section 435-45.A.11) The applicant has requested a waiver to permit shallow turn around areas. The Planning Commission recommended approval of the waiver.
4. Provide a Site Context Map. (Section 435-27.J) The applicant has requested a waiver. The Planning Commission recommended approval of the waiver.
5. Provide an Existing Resources and Site Analysis Plan. (Section 435-27.K) The applicant has requested a waiver. The Planning Commission recommended approval of the waiver.
6. Provide a Preliminary Resource Impact and Conservation Plan. (Section 435-27.L) The applicant has requested a waiver. The Planning Commission recommended approval of the waiver.

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REVISED
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DILLSBURG
MAVIS TIRE
CONTINUES

7. Provide eight-inch curbs for commercial developments. (Section 435-45.C.8.I) The Applicant requested waiver from ordinance requirement to permit 6” curb. The Planning Commission recommended approval of the waiver.
8. Spacing of trees within the landscape screens shall meet requirements of Section 435-52.E (4). The applicant has requested a waiver to provide trees as shown. The Planning Commission recommended approval of the waiver.
9. A stormwater management plan is required to be submitted and approved and a stormwater management permit issued. (Section 428-9.A) The applicant has requested a partial waiver since it is redevelopment of an existing site, planned within the original proposed maximum impervious coverage. The Applicant has provided pollutant removal equipment within the revised system. The Planning Commission recommended approval of the waiver.

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to conditionally approve the Revised Preliminary/Final Land Development Plan for Dillsburg Mavis Tire contingent upon addressing all of the following comments in Phillip Brath’s Comment Letter dated September 30, 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) The
3. Applicable waivers, special exceptions, conditional uses or variances and date of action by Board shall be provided on the plan. (Section 435-26.O)
4. All outstanding fees must be paid prior to recording Plan. (Section 435-36.M)

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REVISED
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DILLSBURG
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CONTINUES

5. Provide developer's agreement, an improvement guarantee in the amount of \$168,126.02, and established a construction inspection escrow with the Township, prior to plan's recording. (Section 435-36.K & L/435-71.C) The Opinion of Probable Costs for improvements guarantee is reviewed under a separate letter.

III. Stormwater Management (Ordinance No. 2011-216)

1. Provide an operation and maintenance agreement that clearly set forth the ownership and maintenance responsibilities for all permanent stormwater management facilities. (Section 303.F.7)
2. Sign, seal and provide final stormwater Management plans and reports as necessary to record an operation and maintenance agreement. (Section 401.B)

It was moved by Supervisor Kelly, seconded by Supervisor DePalma, and unanimously carried to set the probable cost of construction for the site improvements for the Revised Preliminary/Final Land Development Plan for Dillsburg Mavis Tire at \$166,476.02 as per Phillip Brath's Comment Letter dated October 12, 2020.

BOB RUTH FORD
PLAN REVIEW
WAIVER

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried that Carroll Township will waive the review requirement for the Lot Consolidation and Minor Preliminary/Final Land Development Plan for Bob Ruth Ford – Dillsburg with the following conditions:

1. All proposed improvements are located within Dillsburg Borough
2. The proposed addition is over 200 feet from the Borough/Township line
3. No public improvements are proposed in the Township with the project.

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DILLSBURG
VENTURES
TIME EXTENSION

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Wall, and unanimously carried to grant Dillsburg Ventures – Village at South Mountain a time extension from October 12, 2020 to January 11, 2021.

RESOLUTIONS
2020-42, 2020-43,
2020-44, AND
2020-45
PROCLAMATION
OF LOCAL
DISASTER
EMERGENCY

It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to adopt Resolution Numbers 2020-42, 2020-43, 2020-44, and 2020-45 - 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.

ORDINANCE
NUMBER
2020-245
COMCAST
FRANCHISE
RENEWAL
AGREEMENT

It was moved by Supervisor Kelly, seconded by Supervisor DePalma, and unanimously carried to adopt Ordinance Number 2020-245 – An Ordinance of Carroll Township Authorizing Execution of a Cable Franchise Agreement between the Township and Comcast of Colorado/Pennsylvania/West Virginia, LLC, and Comcast of Southeast Pennsylvania, LLC.

SET PROPOSED
2021 BUDGET
WORK SESSIONS

It was moved by Chairman Trostle, seconded by Supervisor Kelly, and unanimously carried to authorize Township Staff to advertise the following Work Session Meetings to discuss the Proposed 2021 Budget: Wednesday, October 21, 2020 – at 6:00 p.m., Tuesday, October 27, 2020 – at 6:00 p.m. and Monday, November 02, 2020 – at 6:00 p.m. prior to the Board of Supervisors Work Session. At the October 21st meeting the Revenues and Police Department Expenditures will be discussed. At the October 27th meeting the Highway Department, Administration Department and all other Departments Expenditures will be discussed. At the November 02nd meeting Revenues and Expenditures will be finalized.

DISTRIBUTION OF
OF 2020 FIRE
COMPANY
DONATION OF
\$95,000.00

It was moved by Chairman Trostle, seconded by Supervisor Kelly, and carried to distribute Carroll Township's 2020 Fire Company Donation of \$95,000.00 as follows - 75% to Northern York County Fire Rescue and 25% to Monaghan Fire Company. Northern York County Fire Rescue will receive \$71,250.00 and Monaghan Fire Company will receive \$23,750.00.

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**DISTRIBUTION
OF 2020
VOLUNTEER
FIREMEN'S RELIEF
STATE AID** It was moved by Supervisor Moyer-Schwille, seconded Supervisor Kelly, and unanimously carried to distribute the 2020 Volunteer Firemen's Relief State Aid money as follows – Monaghan Fire Company 27 ½% \$11,076.22, Franklinton Fire Company 27 ½% \$11,076.22 and Dillsburg Citizen Hose 45% \$18,124.73,

**PAYOFF
TOWNSHIP
BUILDING LOAN** It was moved by Chairman Trostle, seconded by Supervisor Kelly, and unanimously carried to pay the Township Building loan in full as soon as possible.

**MISCELLANEOUS
2020 DONATIONS** It was moved by Supervisor Moyer-Schwille, seconded by Supervisor Wall, and unanimously carried to pay the following Miscellaneous 2020 donations as follows:

Farmer's Fair - \$1,000.00
Dillsburg Public Library - \$4,500.00
New Hope Ministries - \$1,000.00
Logan Park additional donation - \$1,500.00

**MICROPHONES
FOR MEETING
ROOM** It was moved by Supervisor Kelly, seconded by Chairman Trostle, and unanimously carried to purchase 22233150 – (9) 12" wired Gooseneck Microphones and (2) Vaddio Ceiling Microphones from J. P. Lilley CoStar Contractor Number 003-053 in the amount of \$11,360.00.

**TOWNSHIP
SOLICITOR** Duane Stone stated that the Planning Commission is working on the proposed changes to the Carroll Township Zoning Map and Zoning Ordinance. They should soon be ready to send it to York County Planning Commission for review.

POLICE REPORT Chief Thomas Wargo presented the Police Report for the month of September 2020.

**LICENSE PLATE
READER
PURCHASE** It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to purchase the License Plate Reader from Securewatch 24 which includes three (3) Camera Auto Vu system in black not to exceed \$20,000.00 to be paid out of the Capital Reserve Fund. This price includes all the equipment, software, and installation.

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RESOLUTION
NUMBER
2020-46
MAP PROGRAM
APPLICATION

It was moved by Supervisor Moyer-Schwille, seconded by Supervisor DePalma, and unanimously carried to adopt Resolution Number 2020-46 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania Authorizing an application to the Pennsylvania Municipal Assistance Program (MAP).

FIRE REPORT

Chairman Trostle stated that the Township has received the Fire Report from Northern York County Fire Rescue for the month of September 2020. If anyone has any questions, please let the Secretary know so we can get your questions answered.

ADJOURNMENT

It was moved by Supervisor Kelly, seconded by Supervisor Moyer-Schwille, and unanimously carried to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary