

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
SEPTEMBER 08, 2025
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ROLL CALL	SUPERVISORS –Libby Loudenslager and Dave Bush SUPERVIOR ZOOMING – Kelly Wall
ATTENDEES	Faye Romberger, Jessica Baim, Phillip Brath, P.E., Township Engineer, Brandon Slatt, Township Manager, Michael Pykosh, Esquire, Thomas Wargo, Police Chief, Frank Setlak, Art Carr, Gary Reihart, Lynn Carl, Ken Baker, Joe Miller, Dave Zimmerman, Paul Kerrigan, and Victoria B Church Zoom Attendees –Borkenhagen, Hector Morales, James Hess, Michael Kiesinger, and Sheila Covert 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	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.
EXECUTIVE SESSION	Vice-Chairman Loudenslager announced that the Board of Supervisors held an executive session tonight Monday, September 08, 2025, at 5:00 p.m. to discuss a personnel matter.
FIRE REPORTS	Northern York County Fire Rescue Fire Report for the Month of August 2025 was available for review. Monaghan Township Volunteer Fire Company Fire Report for the months of June 2025 to August 2025 was available for review.
PUBLIC COMMENT	Vice-Chairman Loudenslager asked for public comment. Dave Zimmerman – Pleasant Hill Court – is concerned about his trash pickup. Some weeks Penn Waste picks up everyone else’s trash around him, but not his. He was missed two weeks in a row. He called Penn Waste customer service, and they told him he would need a double work order, because he has extra

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trash to be picked up. He is not happy with Penn Waste since we went with the cart program.

POLICE REPORT

Chief Thomas Wargo presented the Police Report for the Month of August 2025.

**MONAGHAN
TOWNSHIP 2026-
2029 POLICE
SERVICES
AGREEMENT
RESOLUTION
NUMBER 2025-18**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2025-18 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania approving and adopting an Intergovernmental Agreement with the Monaghan Township. The Police Services Agreement with Monaghan Township, attached hereto and incorporated as Exhibit “A” is hereby adopted and becomes effective in accordance with the relevant terms of the Agreement. The Chairman of the Board is hereby authorized to execute the Agreement on behalf of Carroll Township.

1. For police services rendered in the calendar year 2026 the contract is in the amount of \$123,656.19.
2. For police services rendered in the calendar year 2027 the contract is in the amount of \$131,075.56.
3. For police services rendered in the calendar year 2028 the contract is in the amount of \$138,940.09.
4. For police services rendered in the calendar year 2029 the contract is in the amount of \$147,276.50.

**INDEPENDENT
CONTRACTOR/
CONSULTANT
AGREEMENT
COMMUNITY
NETWORKING
RESOURCES**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to enter into the Independent Contractor/Consultant Agreement with Community Networking Resources to prepare Grants for the Police Department to purchase equipment. The Vice-Chairman of the Board is hereby authorized to execute the Agreement on behalf of Carroll Township.

**SET TRICK OR
TREAT NIGHT**

It was moved by Supervisor Loudenslager, seconded by Supervisor Wall, and unanimously carried to set trick or treat Night for Carroll Township on Thursday, October 30, 2025, from 6:00 p.m. to 8:00 p.m.

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RESOLUTION
NUMBER 2025-19
EXECUTION OF
THE LOCAL SHARE
ACCOUNT
CATEGORY 4
FACILITIES
PROGRAM GRANT
FOR POLICE
DEPARTMENT

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to adopt Resolution Number 2025-19 – A Resolution of the Board of Supervisors of Carroll Township, York County, Pennsylvania authorizing Brent A. Sailhamer, Chairman of the Board, and Brandon M. Slatt, Township Manager, as officials to execute all documents and agreements between the Board of Supervisors of Carroll Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the Local Share Account Category 4 Facilities Program Grant.

APPROVAL OF THE
TREASURER'S
REPORT

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the Treasurer's Report dated September 08, 2025, as submitted, which includes the Open Bill List up to and including September 04, 2025, in the amount of \$90,628.98, Cash Flow Reports for August 2025, compared to Budget Reports for August 2025, and Check Register Report for August 2025 to ratify the August 2025 Bill List.

AUGUST 04, 2025
WORK SESSION
MINUTES
APPROVED

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the August 04, 2025, Board of Supervisors Work Session Minutes as submitted.

AUGUST 11, 2025
MEETING
MINUTES
APPROVED

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to approve the August 11, 2025 Board of Supervisors Meeting Minutes as submitted.

FINAL PLANS FOR
941 YORK ROAD
WAREHOUSE
TIME EXTENSION

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

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**CARROLL
TOWNSHIP
TOWNHOMES SET
SURETY
ESTABLISHMENT
FOR SITE
IMPROVEMENTS
AND ROUNDABOUT
IMPROVEMENTS**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to set the surety establishment for the Final Subdivision and Land Development plan for Carroll Township Townhomes – Dillsburg Land, LLC as per Phillip Brath's Comment Letter dated August 13, 2025 as follows:

The estimate identifies the probable cost of construction of the required site improvements to be \$1,582,720.90. Therefore, the amount of financial security to be posted for the required site improvements should be established at 110% of the probable cost of construction or \$1,740,993.00.

The Conditional Use decision requires a contribution of 20% of the actual construction costs of the roundabout, which is an estimated amount of \$2,338,450.00. The contribution of 20% is \$467,690.00. Therefore, the amount of financial security to be posted for the required roundabout improvements should be established at 110% of the probable cost of the roundabout constructions, or \$514,459.00.

**BERKSHIRE HILLS
CIVIC ASSOCIATION
PRIVATE PARK
RESEARCH
TABLED**

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to table the Berkshire Hills Civic Association private park issue until the October 13, 2025 Board of Supervisors meeting so that Chairman Brent Sailhamer can get updated on this matter and that more information would be available.

Ken Baker – 56 Creek Road – gave a brief summary of the park as far as when the baseball bases, backstop, basketball pole, pavilion, and shed were installed. The picnic tables and shed are locked, and the keys are available. The portable toilet is about 280 feet away from the home that was complaining about the smell. He stated that the surrounding developments Holly Hills, South Mountain Estates, and Berkshire Hills residents would benefit if the Township took over the park.

Art Carr – 3 Sheffield Drive – stated the Berkshire Hills Civic Association will be having a picnic at the Park on Sunday, September 28, 2025, at 1:00 p.m. The Police Department are invited to attend. He also questioned if the Township would not

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accept the park, can the Civic Association do something else with property? Would they be able to sell the property?

Brandon Slatt, Township Manager, stated that he called the Township's Insurance carrier concerning the liability if the Township would take over Berkshire Hills Park with the power line going over the park and Norfolk Southern railroad running the whole length of the property. The insurance carrier would require a fence along the whole property line of the Norfolk Southern railroad. The length of the property along the railroad is about 515 feet and the approximate cost for the fence would be \$17,500.00

Supervisor Bush stated he thinks we should table this matter tonight and try to get comments from the Park Committee Members. He stated that the Township does not have any parks on the southwest side of U.S. Rt. 15.

Michael Pykosh, Township Solicitor, stated that the Township does not have to take a park over even if the deed states that it would be turned over to the municipality.

Paul Olinick -15 Ashley Drive – stated that the park is not in disrepair. The property consists of about 4.5 acres, a 20' X 40' pavilion, a 20' X 8' shed, couple of benches, a paved basketball court, and 200-amp service at the pavilion. He stated there are 8 picnic tables at the pavilion. He estimates the total value of the property would be around \$200,000.00.

VERONICA AND
TOM TUSTIN
WAIVER REQUEST
FOR STREET TREES

Veronica and Tom Tustin at 215 Eagle Road is requesting a waiver request concerning the Street Tree Removal Policy and the Carroll Township Subdivision and Land Development Ordinance (§435-52.D). They are requesting a waiver to remove three street trees along the curb and replace them with one shade tree planted elsewhere on the property.

It was moved by Supervisor Bush to grant the Veronica and Tom Tustin – 215 Eagle Road- waiver request to remove three street trees and replace them with one shade tree. Motion died for lack of a second.

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It was moved by Supervisor Loudenslager, seconded by Supervisor Wall to deny the Veronica and Tom Tustin – 215 Eagle Road – waiver request to remove three street trees and replace them with one shade tree. Motion did not carry.

Supervisor Bush voted no.

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to table the Veronica and Tom Tustin – 215 Eagle Road – waiver request to remove three street trees and replace them with one shade tree until the October 13, 2025 Board of Supervisors Meeting.

ADVERTISE FOR
RFP'S FOR
TOWNSHIP
SOLICITOR

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to authorize the Township Staff to advertise for RFPs for Township Solicitor.

2026 MMO FOR
CARROLL
TOWNSHIP
NON-UNIFORM
PENSION PLAN

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to accept and approve the 2026 Minimum Municipal Obligation (MMO) for the Carroll Township Non-Uniform Pension Plan in the amount of \$67,351.00 as prepared by Faye Romberger, the Chief Administrative Officer.

2026 MMO FOR
CARROLL
TOWNSHIP
POLICE PENSION
PLAN

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to accept and approve the 2026 Minimum Municipal Obligation (MMO) for the Carroll Township Police Pension Plan in the amount of \$214,937.00 as prepared by Faye Romberger, the Chief Administrative Officer.

SET PROPOSED
2026 BUDGET
WORK SESSIONS

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to authorize Township Staff to advertise the following Work Session Meetings to discuss the Proposed 2026 Budget: Thursday, October 09, 2025 – at 6:00 p.m., Thursday, October 16, 2025 at 6:00 p.m. and Wednesday, October 22, 2025 at 6:00 p.m., if needed.

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ACCEPT
RESIGNATION OF
THE CUSTODIAN
KAREN DONACHIE

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to accept the resignation of Karen Donachie as the Carroll Township Custodian effective September 04, 2025.

SET PUBLIC
HEARING FOR
THE VERIZON
CABLE RENEWAL

It was moved by Supervisor Loudenslager, seconded by Supervisor Bush, and unanimously carried to set the Public Hearing for the Verizon cable franchise renewal for Monday, October 06, 2025 at 6:00 p.m. and authorize the Township Staff to advertise the public hearing.

COMMITTEE
REPORTS

There were no committee reports.

ADJOURNMENT

It was moved by Supervisor Wall, seconded by Supervisor Bush, and unanimously carried to adjourn the meeting at 7:33 p.m.

Respectfully submitted,

Faye L. Romberger, Secretary