

**CARROLL TOWNSHIP
BOARD OF SUPERVISORS
WORK SESSION MINUTES
DECEMBER 13, 2004
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| ROLL CALL | <p>SUPERVISORS – Robert Schopfer, Calvin Hipp, Jeffrey Murphy, and Robert Faulkner</p> <p>ATTENDEES – Dianne Price, Faye Romberger, Brad Pealer, Peggie Williams, George Wirt, and Terry Burger</p> |
| CALL TO ORDER | <p>Chairman Robert Schopfer called the regularly scheduled meeting of the Carroll Township Board of Supervisors to order at 6:30 p.m. The location of the meeting is at the Carroll Township Municipal Building, 555 Chestnut Grove Road, Dillsburg, PA 17019.</p> |
| PUBLIC COMMENT | <p>Chairman Schopfer called for public comment on any agenda item and non-agenda item. There were no comments.</p> |
| MINUTES | <p>The Board of Supervisors minutes for October 27, 2004 Public Hearing, November 8, 2004 Work Session, and November 16, 2004 meeting will be on the December 21, 2004 Agenda for approval. Chairman Schopfer asked the Board members to review the minutes and to have any changes available at this meeting.</p> |
| MUNICIPAL BUILDING REPAIRS | <p>Dianne Price informed the Board of Supervisors that there are some building repairs that need to be done before winter sets in. They are installing heat tape in gutters and repair the gutter out front. The heat tape is already installed and the gutter repair will be later.</p> |
| REQUEST TO USE SOFTBALL FIELD | <p>Dillsburg Girls Softball Association, Inc. is requesting to use the Carroll Township Softball Field for the 2005 Season. The season will be from March 1, 2005 through October 31, 2005 for the purpose of practices and games. They are also asking for assistance to build a softball field at Logan Park. Dianne Price informed the Board of Supervisors that the Recreation Fund money can be used to help them build the field.</p> |

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ZONING HEARING
BOARD MATTERS

Dianne Price asked the Board of Supervisors to authorize the Solicitor to create a resolution to appoint an alternate member to the Zoning Hearing Board, increase the application fee to \$600.00, and to pay the Zoning Hearing Board \$50.00 per meeting. The Board of Supervisors authorized Mrs. Price to instruct the Solicitor to create a resolution to address this matter and have it ready for action at the December 21, 2004 meeting.

PMRS
NON-UNIFORM
EMPLOYEE
RETIREMENT
PLAN

Pennsylvania Municipal Retirement System (PMRS) representative Mr. Tim Brulia on November 19, 2004 gave a presentation to the non-uniform employees on PMRS, PMRS defined benefit retirement plans, and the differences between a defined contribution plans and defined benefit plan. If the Township would join PMRS under a defined contribution plan, a cost study would not be necessary. However, if the Township would be interested in joining under a defined benefit plan, PMRS would need to perform an actuarial cost study (at no charge to the Township). The Board of Supervisors authorized Dianne Price to notify PMRS to do an actuarial cost study to see if it would be cost effective to join PMRS under a defined benefit plan.

CHALLENGE TO
ORDINANCE
2004-161
PUBLIC HEARING

Dianne Price informed the Board of Supervisors that the Public Hearing for the Challenge to Carroll Township Ordinance Number 2004-161 is scheduled for January 28, 2005 at 9:00 a.m.

ORDINANCE
2004-164 ADDING
SHOPPING CENTERS

Dianne Price informed the Board of Supervisors that Ordinance Number 2004-164 amending the Zoning Ordinance to add Shopping Centers is advertised and ready for the Public Hearing scheduled for Monday, December 20, 2004. She also informed the Board that we have received York County Planning Commission comments and there are several comments that will be incorporated into our Ordinance. She felt that these changes are not major enough to have to re-advertise the Ordinance.

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EMERGENCY AND
MUNICIPAL
SERVICES TAX

Dianne Price informed the Board of Supervisors that effective after December 31, 2004 the \$10 Occupational Privilege Tax is eliminated and the provision for an "Emergency and Municipal Services Tax" (EMS Tax) has been legislated. Local authorities may levy, assess and collect an EMS tax on the occupation of natural persons engaged in employment or doing business as individual proprietors, or as members of partnerships or other associations. The amount of EMS tax may not be less than \$10, or more than \$52 on each person for each calendar year. The EMS Tax funds may only be used for:

1. Police, fire and/or emergency services;
2. Road construction and/or maintenance; or
3. Reduction of property taxes.

Mrs. Price stated that the Township Solicitor will create a Resolution to be adopted at the December 21, 2004 Board of Supervisors meeting and amend the Occupational Privilege Tax Ordinance after the New Year.

GREG GEARHART
SMALL FLOW
TREATMENT
FACILITY

Dianne Price informed the Board of Supervisors that Attorney Suhr is still waiting to hear from his clients. He is hoping to hear from them by the end of the week.

EQUESTRIAN
MANOR SURETY
REDUCTION

Mr. Shelly is requesting a surety reduction for the improvements done in the Equestrian Manor Development. Mark Hilson, Township Engineer has reviewed the Application and Certificate for Payments. A site inspection has found the improvements in accordance with the approved plans and established surety are completed in the amount of \$82,148.60. Therefore, Mr. Hilson is recommending that the Board release \$56,409.60 in surety for this project. This will reduce the surety for this project from \$107,589.20 to \$51,179.60. The Board of Supervisors requested that this matter be placed on the December 21, 2004 Agenda for action.

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TAX COLLECTION
METHODS FOR
TAX COLLECTORS

Dianne Price informed the Board of Supervisors that the Pennsylvania Economy League had done research on the method of paying Tax Collectors for collecting taxes. The methods for paying the Tax Collector were per bill, a percentage of the collection, and flat rate plus per bill. The opportunity to change the collection method can only be changed once-in-four years, which exists until February 15, 2005. The Board of Supervisors requested that this matter be placed on the December 21, 2004 Agenda to discuss how to pay the Tax Collector in 2006.

FALL/WINTER
NEWSLETTER

Dianne Price informed the Board of Supervisors that the Fall/Winter Newsletter is ready to go to press. She asked that the Board review the Newsletter and let her know if there are any changes by December 21, 2004.

TOWNSHIP AUDIT
2004 BOOKS
Books

Smith Elliott Kearns & Company, LLC – Certified Public Accountants and Consultants have audited the Township in the past. They have submitted a proposal to audit the Township books for 2004. The price is \$4,100.00. The Board of Supervisors requested that this matter be placed on the December 21, 2004 Agenda for action.

2005 MEETING
DATES

Meeting dates and time for 2005 – 2nd Monday and 3rd Tuesday of each month at 6:30 p.m. The dates are January 10, January 18, February 7, February 15, March 7, March 15, April 11, April 19, May 9, May 18, June 13, June 21, July 11, July 19, August 8, August 16, September 12, September 20, October 10, October 18, November 7, November 15, December 12, December 20, and January 3, 2006. The following dates do not fall on the 2nd Monday or the 3rd Tuesday, because of back to back meetings and Primary Election: February 7, March 7, May 18, and November 7. The Board of Supervisors requested that this matter be placed on the December 21, 2004 Agenda.

NORTHERN YORK
COMMUNITY
CENTER DONATION

The Northern York Community Center is requesting a donation of \$1,000.00 per municipality for 2005. The Board of Supervisors requested that this matter be placed on the December 21, 2004 Agenda.

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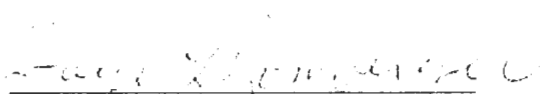
LOGAN PARK
AUTHORITY
APPOINTMENT

Dianne Price informed the Board of Supervisors that there will be an appointment to the Logan Park Authority for 2005. One of our representatives has not been to a meeting in 2004 and one of Dillsburg Borough's representatives moved out of the Borough into Carroll Township. We are looking for a resignation from our representative and that would open a position on the Authority.

ADJOURNMENT

It was moved by Supervisor Murphy, seconded by Supervisor Faulkner, and unanimously carried to adjourn the meeting at 7:08 p.m.

Respectfully submitted,


Faye L. Romberger, Secretary