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**HELLAM TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES OF March 7, 2024**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Chairman Dave Cox. Supervisors Bill Conaway, Mark Myers, Nedette Otterbein, and Michael Shillott were present in person. Corina Mann, Township Manager and Doug Pollock, Chief of Police were also present, in-person. Dorinda Nordsick, Admin/Finance Coordinator was present viz ZOOM.

**Agency, Departmental & Committee Reports**

None

**Communications from Citizens**

None

**Planning and Zoning**

None

**Minutes Approval**

Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the meeting minutes from February 1, 2024 and February 15, 2024 were approved. Motion carried unanimously.

**Financial Reports**

Disbursements List – Upon a motion by Supervisor Conaway, seconded by Supervisor Otterbein, the disbursements list for March 1<sup>st</sup> and March 7<sup>th</sup>, 2024 were approved. Motion carried unanimously.

**Manager & Solicitor Reports**

ARPA Funds Requests – Chief Pollock and Ms. Mann went over the requests for funding from the ARPA funds totaling \$99,650.00. Ms. Mann also showed a summary of the ARPA funds starting balance, the amount spent and allocated so far, the amount requested, and the remaining funds if requests are approved. These remaining funds need to be allocated or spent by December 31, 2024. Upon a motion by Supervisor Myers, seconded by Supervisor Shillott, the requests totaling \$99,650.00 to be funded by ARPA funds, was approved. Motion carried unanimously. (Summary attached)

Ms. Mann also gave updates on the following items:

- The Board Room updates are scheduled to be worked on in May. These updates were funded with a grant.
- Roadmaster Curt Feree, Ms. Mann, and Supervisor Cox have been working on estimates for the Community Center building and the building should be done by the fall.
- The Township received a \$40,000 grant for Liberty Park and Ms. Mann has Ms. Kate Nopulos looking at equipment to be purchased.
- The Township should hear soon on the \$1 million grant for Pole Barn construction at Barshinger, in partnership with Eastern York Recreation Authority.
- The Township should hear soon on the \$500,000 grant for the River Drive Culvert. The permit has been sent to DEP for this project.
- Liquid Fuels bids should be going out soon for roads to be chip sealed this year. The will be awarded at the April 18<sup>th</sup> Board meeting.
- Ms. Mann spoke with York Water Company regarding the addition of hydrants. The three that were considered to go on Kreutz Creek Road are now off the table and the one in Crestwood

East is still a possibility. The Board decided that since the Fire Company stated that the hydrant at Crestwood currently is sufficient, they do not want another hydrant installed at this time. There is a cost if installed.

## **Communications from Supervisors**

- A. Review of Goals & Objectives reviewed and established at 2/1/2024 Board of Supervisors meeting
  - There was a recap/review of goals discussed at the 2/1/2024 Board of Supervisors meeting. Removed some goals and made additional notes on some of the current goals. (See attached spreadsheets for complete outline)

Supervisor Cox discussed the Recreation maintenance costs and how Lower Windsor Township seems to be putting more money into maintaining facilities that Recreation uses than Hellam Township. Ms. Mann went over the items that Hellam Township pays for and maintains for Recreation. Supervisor Otterbein asked if there were any grants available for maintenance costs. Ms. Mann reported that grants are usually for facilities and not maintenance. There was also discussion of when Recreation first started, they were supposed to be self-sustaining within five years and now the agreement has been extended for another five years with the participating townships and boroughs. Some other ideas were also discussed including sponsorships for teams and ways of funding "scholarship" programs to help pay for kids who want to participate but cannot afford the registration fees.

## **Old Business**

None

## **New Business**

- A. Hellam Hills Nature Preserve: Lancaster Conservancy, Request for letter of support – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the request for letter of support for Hellam Hills Nature Preserve: Lancaster Conservancy, was approved. Motion carried unanimously.
- B. Resolution 2024-09: LSA Grant Authorization for Barshinger Park Upgrade and Construction – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, Resolution 2024-09, was approved. Motion carried unanimously.
- C. The next Board of Supervisor meeting will be held on March 21<sup>st</sup> at 6:00 p.m. in the Hellam Township Municipal Meeting room.

Chairman Cox adjourned the meeting at 7:34 p.m.

Respectfully submitted,

Corina L. Mann  
Secretary

# American Rescue Plan (ARPA) Funds

## Summary

Starting balance	<b>631,242.02</b>
Funds Spent	<b>180,351.95</b>
Recreation Allocation (Restricted)	<b>80,341.55</b>
Stormwater Allocation (Restricted)	<b>63,294.00</b>
<b>Total Spent and Allocated</b>	<b>323,987.50</b>
Remaining Funds as of March 7, 2024	<b>307,254.52</b>
March 7, 2024 Requests	<b>99,650.00</b>
If requests are approved, remaining funds: To be allocated and spent by December 31, 2024	<b>207,604.52</b>

Part of discussion with approvals was adding the Body Worn Cameras to the Capital Budget for replacement every five to seven years based on past replacement times

Another discussion was to add the Fuel System upgrade to the Capital Budget for replacement every ten years based on past replacement timeframe

## American Rescue Plan (ARPA) Funds

Starting Balance **631,242.02**

Use of Funds		Cost	Invoice Date	Invoice #	Check #
Land Logics	SW				
Arc GIS Software/SW Mapping		2,420.00	1/27/23	05-3277	1002
Civic Mapper LLC	SW				
KC Waterflow Analysis		7,000.00	1/31/23	1415	1001
Civic Mapper, LLC	SW				
Hydrographic Data & Peak Flow Modeling		10,000.00	3/16/23	1424	1003
Jerome Ozog Enterprises, LLC		1,000.00	3/16/23	1	1004
Fire Service Strategic Planning					
Management Science Associates, Inc.		3,608.00	4/5/23	2023-Savvy	1005
Savvy Citizen					
Proud City, Inc.		2,250.00	3/21/23	1594	1006
Onboarding - Website					
Proud City, Inc.		2,250.00	4/20/23	1594-A	1007
Onboarding - Website					
County Of York					
Police Radios		32,500.00	4/20/23	RAD-12	1008
Hellam Fire Radios		19,227.00		RAD-05	
Wrightsville Fire Radios		19,390.50		RAD-06	
Whitmoyer Buick-Chevrolet					
Admin Vehicle Purchase		20,000.00	4/20/23		1009
Civic Mapper	SW				
Hydrographic Data & Peak Flow Modeling		7,900.00	5/25/23	1441	1010
Eastern York Recreation Authority	Rec				
Barshinger Playground Upgrades		19,658.45	6/1/23		1011
Proud City Inc.					
New Website		2,400.00	8/3/23		1012

Citizen Lab		17,362.00	8/17/23	CLUS-22-031	1013
Engage - Licensing and On boarding					
Jerome Ozog Enterprises, LLC		4,000.00	9/23/23	2	1014
Fire Service Strategic Planning					
Land Logics Group	SW	9,386.00	11/20/23	1283	1015
Arrow Gold GIS Receiver (Awarded Grant \$5,000)					
Will Reimburse ARP when received					
Recreation Allocation		80,341.55			
Amount Remaining 3/6/24					
Stormwater Allocation		63,294.00			
Amount remaining 3/6/24					
		323,987.50			
SW = Spent from Stormwater Allocation		36,706.00			
Rec = Spent from Recreation Allocation		19,658.45			

# American Rescue Plan (ARPA) Funds

## Requests for funding:

	Cost Estimate
<b>Skydio, Inc.</b>	<b>16,750.00</b>
Drone for Police use	
To perform search and rescues as well as criminal surveillance	
Over the last few months, there have been several incidents that we have called in other agencies to assist with their drone. Would be advantegous to have dept. drone	
<b>RTS Tactical</b>	<b>2,100.00</b>
Tactical Shields	
Bulletproof vests that officers wear do not stop rifle rounds.	
These would be placed in vehicles for Dept. use	
<b>Team DUI</b>	<b>2,000.00</b>
Alco-Sensor Kits (4)	
Current ones are outdated and obsolete and unable to calibrate	
<b>Witmer Public Safety Group, Inc.</b>	<b>3,800.00</b>
Pepper Spray, Batons, Duty Gear	
To make all equipment officers carry uniform	
<b>PWI Incorporated</b>	<b>14,500.00</b>
PetroVend Upgrade	
Need upgrade to be able to keep getting service	
<b>Hewlett Packard</b>	<b>750.00</b>
Laptop Computer	
Required to use new smartboard software	
<b>Apple</b>	<b>1,250.00</b>
iPad and accessories for use with the GIS Receiver	
<b>Motorola Solutions Inc.</b>	<b>28,500.00</b>
Body Worn Cameras	
This is part of a grant. The grant will pay for the cameras but not any of the other upgrades required to using. Amount listed is portion grant will not pay.	
<b>Michael Baker, International</b>	<b>30,000.00</b>
Township Portion of Multi-Municipal Comp. Plan (\$90,000 total cost)	
Hallam Borough & Wrightsville Borough(\$7,500 each) \$45,000 Map grant	
	<b>99,650.00</b>