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**HELLAM TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES OF May 16, 2024**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Vice Chairman William Conaway, who led the Pledge of Allegiance. Supervisors Nedette Otterbein, Mark Myers, and Michael Shillott were present, in person. Also present was Corina Mann, Manager; Cory Dillinger, Solicitor; and Dorinda Nordsick, Admin/Finance Coordinator.

**Agency, Departmental & Committee Reports**

- A. Police** – Chief Pollock submitted a written report for April. During the month of April there were a total of 605 calls with 21 reported accidents, 41 criminal charges, 154 traffic citations and 119 traffic warnings. All officers completed their monthly Boyle training and K9 Officer Carpenter and K9 Cerberus completed their monthly training at the K9 Academy and also passed their annual recertification testing. SRO/K9 Officer Bull and Chief Pollock attended a leadership assembly at Wrightsville Elementary and the department met with the school district's new safety committee regarding the implementation of a new program called "Handle with Care". SRO/K9 Officer Bull, Officer Gingrich, and Officer Crater attended trainings during the month, and Detective Mills passed his FAA Drone Pilots license.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for April. During April, the department responded to 42 calls of which, 20 were in Hellam Township. In comparison, last year there were 58 calls of which 33 were in Hellam Township. There were two automatic fire alarms reported during the month. Members attended training on Rope Rescue 2 and Emergency Vehicle Driver Training, and Chief Strittmatter assisted with the first round of interviews for the next York County 911 Director.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for April. The department responded to 74 calls during the month of April, 27 of which were in Hellam Township. The department added three junior firemen and currently have three members in EMT classes, two in VRT, three in essentials of Firefighting, and one member graduated the HACC Fire Academy. The department continues to work with Wrightsville Borough, Hellam Township, Hallam Borough, and Friendship Fire Company on the beginning stages of the fire commission and ATR personnel assisted in the silo collapse in Lebanon County while members of Wrightsville assisted in the recovery efforts.
- C. Ambulance** – During the month of April, there was a total of 70 calls in Hellam Township. The report also included class type, dispatched company, and outcome.
- D. Emergency Management** – No report.
- E. Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for April. During the month of April, the department responded to one call out, completed street sweeping in all developments, continued general maintenance on the buildings and equipment, and worked on the Community Center. The department also started removing and replacing blacktop areas in the roadway, continued to saw cut sections of road ways that need base and asphalt repairs, replaced street signs, post and break aways that were damaged, prepped two trucks for PA Safety Inspection, and ran routes several times to clean storm boxes and debris off roadways. They worked on grading and adding stone on stone roads where needed, completed two stormwater inspections, and responded to 40 PA one calls.
- F. Zoning** – Zoning Officer, Jason Test, provided a written report for April. During April, there was a total of 15 permit applications received and 14 permits issued. There were two new complaints and

one resolved. There was also a list of ongoing Zoning cases. District 2 is 94% complete for pumping and District 3 is 29% complete.

- G. Environmental Advisory Council** – The EAC provided a copy of their minutes from their May 13, 2024 meeting. Old business discussed included the Rain Garden, Strategic Plan, Kreutz Creek water quality monitoring, mowing and weed ordinances, and the need to revisit the open burn ordinance. New business included the Pollinator Celebration on June 15<sup>th</sup>, National Night Out, Liberty Park, tree planting on April 13<sup>th</sup>, and SALDO checklist. There was also a list of action items to do before next meeting.
- H. Eastern York Sewer Authority** – Minutes from the Authority's March 25, 2024 meeting were provided. Total expenses for March 2024 were \$202,949.89 with \$161,086.25 for the 2016 Bank Note.
- I. Eastern York Recreation Authority** – Provided a copy of their May 2024 Director's Report.

#### **Communications from Citizens**

None

#### **Planning and Zoning**

- A.** Re-approval of Z-2020-11 (Approved 2022): Witmer Automation – Conditional Use (For recording purposes) – Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the re-approval of Z-2020-11 was approved. Motion carried 4 – 0.

#### **Planning Commission**

None

#### **Minutes Approval**

Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the meeting minutes from April 18, 2024 were approved. Motion carried 4 – 0.

#### **Financial Reports**

- A.** Budget Report – April 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the April 2024 Budget Report was approved. Motion carried 4 – 0.
- B.** Treasurer's Report – April 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the April 2024 Treasurer's Report was approved. Motion carried 4 – 0.
- C.** Disbursements List – May 3<sup>rd</sup> and 16<sup>th</sup> 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the May 3<sup>rd</sup> and 16<sup>th</sup>, 2024 disbursement lists, were approved. Motion carried 4 – 0.

#### **Manager & Solicitor Reports**

Township Manager, Corina Mann:

- Requested permission to hire a college student for the summer for two days a week. She explained that the cost is already covered in the budget. Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott the request was approved. Motion carried 4 – 0.
- Provided Social Media states for April.
- Provided a copy of thank you note from Friends of the Library for use of the Public Works building for their book sale.
- Provided a copy of thank you note from York County Rail Trail for donation.
- Reported that the roof will start next week on the Community Center.
- Reported the Board room upgrades have been rescheduled to start June 3<sup>rd</sup>.

- Reported that she and Ms. Kate Nopulos have been working with various vendors to get a layout for Liberty Park play equipment.
- Reported that door access will be installed on the Public Works building June 4<sup>th</sup> and the Community Center will follow.
- Stated that the Pars 4 Paws Golf Tournament is June 29<sup>th</sup>.

Solicitor:

- No report.

### **Communications from Supervisors**

Supervisor Shillott reported that he continues to work with Land Surveys on the Kreutz Creek stormwater issues and the DEP grant will be sent in on June 21<sup>st</sup>.

Supervisor Otterbein reported that she has been working with Ms. Mann on updating the goals and objectives spreadsheet that the Board worked on at the beginning of the year.

### **Old Business**

None

### **New Business**

- A. Hydrant installation: Druck Valley Rd: York Water - \$36.36 per month – After a brief discussion it was decided to hold off on installation until there is data to verify the usefulness of the proposed hydrant.
- B. Fire Commission Intergovernmental Agreement approval – Upon a motion by Supervisor Myers, seconded by Supervisor Shillott, the Fire Commission Intergovernmental Agreement was approved. Motion carried 4 – 0.
- C. The next Board of Supervisors meeting will be June 6, 2024, at 6:00 p.m.

Vice Chairman Conaway adjourned the meeting at 6:32 p.m.

Respectfully submitted,

Corina L. Mann  
Secretary