

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF March 21, 2024**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Chairman Dave Cox, who led the Pledge of Allegiance. Supervisors William Conaway, Nedette Otterbein, and Michael Shillott were present, in person. Supervisor Mark Myers was present via ZOOM. Also present was Corina Mann, Manager; Brad Leber, Solicitor; Jason Test, Zoning Officer; and Dorinda Nordsick, Admin/Finance Coordinator.

Agency, Departmental & Committee Reports

- A. Police** – Chief Pollock submitted a written report for February. During the month of February there were a total of 675 calls with 22 reported accidents, 54 criminal charges, 148 traffic citations and 151 traffic warnings. All officers completed their monthly Boyle training, K9 Officer Carpenter and K9 Cerberus completed their mandatory “monthly maintenance”, Lieutenant Heistand passed his FAA written test to become a licensed drone pilot and Detective Mills will take his test shortly. Officers Gingrich, Phillips, and Crater attended other trainings during the month, and Lieutenant Heistand was accepted to become an accreditation assessor for Pennsylvania Chief’s of Police Association. The department completed the first wave of the state sponsored “Aggressive Driver” program which ran from February 12th through the 29th.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for February. During February, the department responded to 45 calls of which, 22 were in Hellam Township. In comparison, last year there were 36 calls of which 14 were in Hellam Township. There was no automatic fire alarm reported during the month. Members attended training on Hazmat Operations and the department held an in-house training on vehicle rescue techniques. Crews attended a benefit dinner for Mike Poole, visited Trinity UCC Preschool for their Community Helpers Week, and attended a SOG review at Station 41.
- Wrightsville Fire Company/Station 41** – No report.
- C. Ambulance** – During the month of February, there was a total of 49 calls in Hellam Township. The report also included dispatched company, outcome, and transporting company.
- D. Emergency Management** – No report.
- E. Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for February. During the month of February, the department responded to three call outs, plow trucks were out for snow and ice events, all snow equipment was checked and repaired after each snow event, and general maintenance on the buildings and all non-snow vehicles and equipment continued. The department also cut sections of road ways that need base and asphalt repairs, prepped one truck for PA Safety Inspection, ran routes several times to clean storm boxes and debris off roadways, and loaded up police documents and took them to the incinerator. They cleaned up several trees that were across roadways, completed two stormwater inspection, and responded to 36 PA one calls.
- F. Zoning** – Zoning Officer, Jason Test, provided a written report for February. During February, there was a total of 17 permit applications received, five permits issued, and one in process. There were no new complaints. There was also a list of ongoing SALDO cases. District 1 is 98% complete for pumping, District 2 is 90% complete, and District 3 is 21% complete.
- G. Environmental Advisory Council** – The EAC provided a copy of their minutes from their March 11, 2024 meeting. Old business discussed included report on Creek testing, the Rain Garden, Trees-from-seeds event, Kreutz Creek water quality, recycling poster for Barshinger Field, and public education location. New business included mowing and weed ordinances, projects schedule grid,

ways to connect with Horn Farm, and Stroud Water Research Center. They also discussed the burn ordinance, creating more printed materials, updated checklist for SALDO review, and update of Environmental Resource Inventory. There was also a list of member action items to do before April meeting.

- H. **Eastern York Sewer Authority** – Minutes from the Authority’s January 22, 2024 meeting were provided. Total expenses for January 2024 were \$35,343.53. Mr. Barry Miller also reported that DEP was at the plant to do an inspection and everything was good.
- I. **Eastern York Recreation Authority** – Provided a copy of their March 2024 Director’s Report.

Communications from Citizens

Ms. Stephanie (via ZOOM) asked when the survey that was mentioned at the last meeting will be online. Ms. Mann reported that it will be on Engage soon.

Planning and Zoning

- A. Well Waiver Request: Woodshead Terrace-Lot #7 – Joseph Kiely - The waiver is to allow the well to reduce the isolation distance from the front property line and the buried electrical lines. Mr. Kiely stated that the waiver is being requested due to safety concerns raised by the well driller. Lot #7 contains steep slopes to the rear of the property which raise safety concerns while using well drilling equipment. All other isolation distances can be met with the proposed well location. It was also noted that neighboring wells are closer to the front property line and the buried electrical lines than the distances that Mr. Kiely is requesting. Supervisor Shillott made a motion to approve with the condition that the Township Engineer, Chad Peters, approves the reduction in distance from the buried electrical lines. Supervisor Otterbein seconded. Motion passed.
- B. Performance Bond Release Request – Stormwater – 4619 Orebank Rd. – Samuel & Kaitlyn Spagnola - A request was received from Mr. and Mrs. Spagnola to release the performance bond for stormwater management for the property located at 4619 Ore Bank Rd. The parcel was recently sold and the Spagnola’s are no longer the owners. Mr. Test explained that the bond is for the stormwater management plans that were recorded. He also stated that Curtis Ferree, Hellam Township Roadmaster, has inspected the property on February 21, 2024 and no work has been completed on stormwater management. Supervisor Otterbein made a motion to release the bond with the condition that no work may be completed on the parcel until the bond is restored or a new stormwater management plan is recorded. Mr. Conaway seconded and the motion passed.

Planning Commission

- A. Draft minutes from the February 22, 2024 meeting were provided.
- B. Planning Commission 2023 Annual Report - The Board of Supervisors reviewed the Planning Commission Annual Report for 2023. There was no comment.
- C. Living with Logistics – Penn Future model ordinance – Shared by Mr. Hale at 3/14/24 meeting. Supervisor Otterbein stated that she reviewed the model ordinance and feels that there is language that could be used in a Warehousing Ordinance for Hellam Township. Supervisor Otterbein recommended that the Planning Commission review this and that it should be a high priority.

Minutes Approval

Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the meeting minutes from March 7, 2024 were approved. Motion carried unanimously.

Financial Reports

- A. Budget Report – February 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the February 2024 Budget Report was approved. Motion carried unanimously.

- B. Treasurer's Report – February 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the February 2024 Treasurer's Report was approved. Motion carried unanimously.
- C. Disbursements List – March 21st, 2024 – Upon a motion by Supervisor Conaway, seconded by Supervisor Otterbein, the March 21st, 2024 disbursement list, was approved. Motion carried unanimously.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- No report.

Solicitor, Brad Leber:

- No report.

Communications from Supervisors

Supervisor Otterbein reported that she met with Lancaster Conservancy today regarding Hellam Hills. The Conservancy reported that it will not officially be open for two to three years, but it is currently open for the public and parking is an issue as cars are parking on the berms of the road. The Conservancy requested using the Township Right of Way to create some parking that would be safer. Supervisor Otterbein told them to work with Mr. Ferree and Mr. Test on this project.

Supervisor Shillott reported that the Lancaster Conservancy is starting to do educational programs at the Wizard Ranch. He also stated that he gave Mr. Rick Cooper sections 490.25 and 490.85 of the zoning ordinance to review and bring to the next Planning Commission meeting.

Old Business

None

New Business

- A. ARP fund request: Door Access – PW Bldg – Ms. Mann provided a copy of a quote for a Door Access System at the Public Works Building. Supervisor Cox asked if the Community Center could also be added to this system. Ms. Mann said she will ask Advantage Security and provide the Board with an updated quote at the next meeting.
- B. Municipal Boundary Cost Share with Lower Windsor – Ms. Mann provided a copy of an email from C.S Davidson with the proposed narrative and fee for the revised municipal boundary. Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the estimated fee of \$3,300 for Hellam Township's portion, was approved. Motion carried unanimously.
- C. The next Board of Supervisors meeting will be April 18, 2024, at 6:00 p.m.

Chairman Cox adjourned the meeting at 7:21 p.m.

Respectfully submitted,

Corina L. Mann
Secretary