

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS
MEETING MINUTES
SEPTEMBER 5, 2024**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Vice Chairman William Conaway, who also led the Pledge of Allegiance. Other supervisors in attendance were Nedette Otterbein and Michael Shillott, in person, and Chairman Dave Cox, via Zoom. Also present were Corina Mann, Township Manager; and Kate Nopulos, Communications Coordinator.

Agency, Departmental & Committee Reports

A. Police Department

1. Chief Pollock submitted a written report that answered some questions that could arise from the discussion of creating a Motorcycle Unit within the Hellam Township Police Department. His report is attached to these minutes for review.
2. The discussion following Chief Pollock's report included how the motorcycle would be initially funded, which is via a loan from the K-9 Unit fund, to be paid back within two years. There were also questions regarding the life expectancy of the motorcycle in question, which is approximately 100,000 miles, including the 42,000 miles the motorcycle already has. Officer Steven Crater and Sergeant Dan Teague and Chief Jim Boddington from Southern Regional were also in attendance to answer any questions that were to arise. Chief Pollock spoke of the strategic value a motorcycle would bring to the Department, including enhancing traffic enforcement capabilities and fostering social capital within the community. Sgt. Teague explained how on a motorcycle, he can access areas where a standard patrol car cannot. Chief Boddington said that in his 40+ years of experience, being a Police Officer on a motorcycle "has people waving with all of their fingers." Supervisor Shillott asked if there were any safety concerns regarding pursuits using a motorcycle; Chief Pollock explained that we already have a pursuit policy, but we could adopt Southern Regional's pre-established motorcycle pursuit policy. Supervisor Otterbein asked about the fees associated with training to become certified; Sgt. Teague explained how there are eight training weeks per year, including a local training and one in Philadelphia, that are free. The only cost to the Township for training would be paid time, room & board for the trainee. Supervisor Conaway asked about the required uniform/equipment enhancements; Sgt. Teague explained how many of the same uniform pieces are worn daily, with the exception of a helmet and a bright blue uniform shirt for when they are riding motorcycle detail. Supervisor Shillott asked if the motorcycle would be used all-year-round; Sgt. Teague stated that their weather policy is that it's never used in the rain and "...below 40 degrees, it's parked."

Upon a motion by Supervisor Shillott, seconded by Supervisor Cox, the creation of the Hellam Township Motorcycle Unit was approved, initial funding will be provided by the K-9 Fund and will be repaid within two years. Motion carried 4 – 0.

Communications from Citizens

A. Special request for use of parking lot for event- Eden Kawka

Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the special request for use of the Township parking lot on October 20, 2024 was approved, contingent on the Parking Lot Release of Liability Form be signed by all attendees prior to the event. Motion carried 4 – 0.

B. Public Comment

1. Mike Nazmack, of 4904 Libhart Mill Road, played for the Board a recording of loud music playing outdoors, allegedly originating from The Barn at Lavendar Acres, located at 4865 Libhart Mill Road. Mr. Nazmack said that outdoor music & events were not documented in the plan and should not be permitted at the establishment. He also states that they are serving whiskey and beer, in addition to wine; that they are running an outdoor bar, and that's not acceptable. He also states building and zoning codes are not optional in our Township, but mandatory.
2. Chris Montecchio, of 4885 Plantation Lane, regarding The Barn at Lavendar Acres, states that there are noise issues, Land Development Plan issues concerning the amount of parking spots on the property, Zoning issues regarding gazebos installed, site-triangle issues regarding the property entrance/exits, issues regarding what alcoholic beverages and prepackaged foods are being served, and asks the Board of Supervisors to issue a letter of Cease and Desist until the complaints being lodged against the establishment are investigated and resolved.
3. Jeanie Grim, of 4954 Libhart Mill Road, asked how long The Barn at Lavendar Acres had to become compliant once a formal violation was issued, to which the Board responded the owner had 30-days to become compliant. Ms. Grim also stated that a friend of hers went to a wine tasting at the establishment and the owner was verbally maligning the area neighbors to their patrons by insinuating it was his property and he will do as he pleases.
4. Rick Paules, of 6042 River Drive, asked the Board what was being done regarding The Barn at Lavendar Acres and light pollution, to which Chairman Conaway replied that dark sky lighting can be requested. Mr. Paules also inquired about the cesspool/gray water he claims to have seen leaking onto the road at the Short-Term Rental being operated at 6056 River Drive, as well as if the owner of the aforementioned Short-Term Rental has been paying the 6% hotel tax required to have a STR license issued. Supervisor Shillott responded to his questioning by confirming the owner has paid the tax, as it is a requirement to show proof to obtain an STR license within Hellam Township. Township Manager Corina Mann also implored the neighbors of the Short-Term rental being operated at 6056 River Drive, that if they see gray water leaking on to the road, to call the Department of Environmental Protection, and to report it immediately. Supervisor Otterbein stated that the Township will reach out to the Sewage Enforcement Officer to get more details regarding the septic inspection that occurred before the STR license was issued.
5. Ann Marie Torney, of 6060 River Drive, stated that she had been in contact with Representative Kristin Phillips-Hill regarding House Resolution 425 which is calling for a study to be done on Short-Term Rentals within Pennsylvania. Supervisor Otterbein replied that she would contact Representative Joe D'Orsie's office, asking where HR 425 is in the House of Representatives. Ms. Torney also states that the problem with Hellam Township is that Zoning needs to be beefed up.

Planning and Zoning

4100 Lincoln Hwy- Security Reduction Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the request for a Security Reduction for 4100 Lincoln Highway was approved, (\$859,824.35 - \$322,939.10 = Remaining security of \$536,885.25). Motion carried 4 – 0.

Minutes Approval

Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the meeting minutes from August 15, 2024 were approved. Motion carried 4 – 0.

Financial Reports

Disbursements List – September 5th 2024 – Upon a motion by Supervisor Conaway, seconded by Supervisor Shillott, the disbursements list for September 5th were approved. General Fund, \$228,462.30; Escrow Fund, \$1275.03; and State Fund, \$274,129.55. Motion carried 4 – 0.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Invitation to Board members to attend a virtual SPCA town hall meeting held on September 18, 2024 at 5:00 P.M. to discuss their intention to raise their fees to Municipalities by 30%. Right now, Hellam Township pays \$4,000. The SPCA was talking about adding on to their facilities to offer animal control services, which is a separate issue for the Township and would be an additional fee to be paid to the ASPCA. We currently pay Klugh Animal Control a \$450 retainer fee a year as well as the cost for mileage and time for each call they respond to. The discussion has been that the most prominent animal control service in York County was going to cease operations has concerned many municipalities as there are not a lot of options available for this service. The SPCA town hall meeting will cover three points, including providing updates, collecting questions, and sharing the ideas and feedback to the Municipalities.

Communications from Supervisors

A. Board of Supervisors Annual Objectives List

- a. Supervisor Cox: reported that the Fire Commission is continuing to work on their by-laws.
- b. Supervisor Otterbein: gave an update that the Multi-Municipal Comprehensive Plan survey will close on Friday, September 6th. She also reported that the Personnel Policies and Procedures and the position profile reviews are continuously being worked on.

Old Business

None

New Business

- A. Supervisor Shillott asked the Township Manager to put on a subsequent Board of Supervisors' meeting agenda, before budget talks begin, a discussion point regarding hiring a Code Enforcement Officer; to include a Pros and Cons list and cost to the Township.
- B. The next Board of Supervisors meeting will be September 19, 2024, at 6:00 p.m.

Vice Chairman Conaway adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Corina L. Mann

DRAFT