

**HELLAM TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES OF November 21<sup>st</sup>, 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 and Michael Shillott were present, in person. Supervisor Nedette Otterbein attended via Zoom. Also present was Corina Mann, Manager; Jason Test, Zoning Officer; Kate Nopulos, Administrative Secretary; Dorinda Nordsick, Admin/Finance Coordinator and Brad Leber, Solicitor. Chad Peter, Township Engineer attended via ZOOM.

**Agency, Departmental & Committee Reports**

- A. Police** – Chief Pollock submitted a written report for October. Total calls for October were 561 and there were 25 accidents along with 50 criminal charges, 47 traffic citations and 69 traffic warnings issued. The department participated in various events and training throughout the month, some of which were, York City's Fall Festival, training with Search and Rescue team, completing monthly K9 training, working with QRT team, attending Advanced Incident Command Training, Truck or Treat at Kreutz Creek and Wrightsville Elementary schools and hosting a DUI check point in Hallam Borough by the Fire Station.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report. The Fire Company responded to 50 calls for the month of October. Station renovations are nearing completion. Members have completed the required training and equipment mounting for the new brush truck. It was officially placed in service on October 23<sup>rd</sup>. Chief hosted a class of 911 dispatchers from York County 911 for a meet and greet at the station. The open dialogue was helpful to understand the partnership required between the dispatch staff and field responders. He also stated he appreciated the support of municipal officials to enact a burn ban due to significant lack of rainfall. The burn ban significantly reduces the risks of out-of-control fire during these dangerous weather conditions.
- Wrightsville Fire Company/Station 41** – No report
- C. Ambulance** – No report.
- D. Emergency Management** – Emergency Management Coordinator, Chris Eaton provided a written report. In the report, he outlined all updates being conducted on the Basic Emergency Operations Plan. Starting in January, he plans on holding monthly meetings to address Hazard Specific Annexes. The focus will be the top five hazards. This Annexes will develop strategic plans that address specific elements or needs for each situation. He has been attending meetings about the Wrightsville/Columbia Bridge rehab project.
- E. Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for October. The crew completed road side mowing for the season, pressure washed and applied a DOT sealer to Township bridges, cleaned up outside community center and installed some stone, replaced street signs and posts, cleaned out several storm water outlet pipes, completed stormwater inspections and responded to PA One Calls.
- F. Zoning** – Zoning Officer, Jason Test, provided a written report for October. During the month, 22 permit applications were received and 19 permits were issued. District 2 pumping is 97% complete and District 3 is 64% complete.
- G. Environmental Advisory Council** – Phyllis Koster, EAC member stated they participated in a tree event at the Library in October. There was a tree planting at Carolyn Fetrow's home which all

participated in and Ms.Koster stated September minutes were sent but they are not posted on the website.

- H. **Eastern York Sewer Authority** – Minutes from the Authority's September 23, 2024 meeting were provided. Total expenses for September 2024 were \$208,226.01.
- I. **Eastern York Recreation Authority** – Provided a copy of their October 2024 Director's Report. There are 11 teams for youth basketball registered and spring soccer is being confirmed. There is a safe kids event, point blank defense classes, joyful art, star party and jigsaw puzzle contest. A grant was submitted the Powder Mill Foundation for a Hallam Playground Project. Submitted TeamSnap applications for spring baseball sponsorship and made a profit from fall fundraisers of \$4,343. There are nine new followers on facebook putting the total at 1,178 now.
- J. **Communication Summary:** Kate Nopulos provided a written copy of communication for the month of October. Facebook followers is currently 632. Instagram has 92 and Savvy Citizen has 925 subscribers.

### **Communications from Citizens**

Ms. Laurie Lehman submitted a letter in reference to Eastern York School District, which was read aloud in the meeting and will be placed with the minutes as part of the public record. (See attached).

Mr. Tourney asked if Zoning Officer, Jason Test would give an update on the findings of the inspection done at the neighboring Short Term Rental to which Mr. Test stated the testing was completed and there is not official report to share at this time.

Ms. Katina Snyder commented on the Hellam Herald and stated the article pertaining to Short Term Rentals sounds like a sales ad. Zoning Officer Test stated he wrote the article and apologized if it was taken the wrong way. Ms. Snyder also commented on the Open House which was held for the Regional Comprehensive Plan at the Hellam Fire House. She stated her dissatisfaction with the process and feels the cost is not worth what is being given. She asked how many attendees to which the answer was approximately 60.

Supervisor Michael Shillott commented on the subject and stated he felt there was good communication during the event and did agree with some of Ms. Snyder's comments, particularly pertaining to chairs to sit and watch the slide show presentation.

Sara Doyle was present to discuss the Eastern York School District and to see if the Board of Supervisors would acknowledge the correspondence and agree to move forward with the next steps for confirming the entire parcel for the new construction of a school is entirely within Hellam Township. Chad Peter, Hellam Township engineer stated the map needs to be recorded. Upon a motion by Supervisor Shillott and seconded by Supervisor Conaway, acknowledgement of the letter and agreement with Docket # 432-MA-1992 was approved and authorization for the Solicitor and Engineer to move forward to make the information official was approved. Motion carried 4 – 0.

Christine Sowers spoke of the School District property and asked about stormwater. It was stated that there is no certainty that the school district is even going to move forward with the construction of a new school building but if that should occur, they will have to go through the entire Land Development process and stormwater would be discussed at that time.

## Planning and Zoning

None

## Minutes Approval

Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the meeting minutes from November 7<sup>th</sup>, 2024 were approved. Motion carried 4 -0.

## Financial Reports

- A. Budget Report – October 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the October 2024 Budget Report was approved. Motion carried 4 – 0.
- B. Treasurer's Report – October 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the Treasurer's report for October 2024 was approved. Motion carried 4 – 0.
- C. Disbursements List – November 21<sup>st</sup>, 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the disbursements list for November 21<sup>st</sup> in the amount of \$64, 862.71 from General Fund and \$5,230 from the ARPA account were approved. Motion carried 4 – 0.

## Manager & Solicitor Reports

Township Manager, Corina Mann:

- The first draft of the Non-Uniform Personnel Policy manual updates was presented to the Board for review. They were asked to review and respond with any comments to be addressed with future discussion. They were also asked to update the goals and objectives spreadsheets that were emailed in an earlier correspondence.

Solicitor:

No report.

## Communications from Supervisors

Supervisor Shillott stated he and Supervisor Otterbein attended a PSATS regional forum. He stated they had good workshops. Some of which were on solar as well as police challenges.

Supervisor Cox updated on the Recreation Authority and the that they are working on five-year plan and will start providing copies of meeting minutes and monthly budget reports and treasurer reports to the involved municipalities. He also stated the fire commission has completed their draft of by-laws and they will be presented to the municipalities and fire departments for review and approval for signing at a meeting in December.

## Old Business

### New Business

- A. The next Board of Supervisors meeting will be December 5, 2024, at 6:00 p.m.  
Chairman Cox adjourned the meeting at 7:48 p.m.

Respectfully submitted,



Corina L. Mann  
Secretary