

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF April 18, 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 and Michael Shillott were present, in person. Supervisor Mark Myers was present via ZOOM. Also present was Corina Mann, Manager; Brad Leber, Solicitor; Chad Peters, Engineer; Jason Test, Zoning Officer; and Dorinda Nordsick, Admin/Finance Coordinator.

Supervisor Nedette Otterbein presented Ms. Corina Mann, Township Manager, with a plaque and thanked her for her dedication and service as Township Manager for the last 15 years. Supervisor Otterbein listed some of the committees that Ms. Mann is on where she represents Hellam Township. Chief Doug Pollock also gave a speech and highlighted some of the accomplishments Ms. Mann has helped achieve during her time as Township Manager. Some of those being, a new municipal building getting approved and constructed, the police department establishing a K-9 unit, being instrumental in working with the neighboring boroughs to conduct research on the sustainability and future of the volunteer fire departments and focusing on forming a commission, applying for and getting numerous grants, and hiring a consultant to draft a multi-municipal comprehensive plan.

Agency, Departmental & Committee Reports

- A. Police** – Chief Pollock submitted a written report for March. During the month of March there were a total of 627 calls with 17 reported accidents, 65 criminal charges, 128 traffic citations and 118 traffic warnings. All officers completed their monthly Boyle training and K9 Officer Carpenter and K9 Cerberus completed their mandatory “monthly maintenance”. Chief Pollock, Lieutenant Heistand, Sergeant Golder, and Officer Gingrich attended other trainings during the month, and Lieutenant Heistand and Police Administrator Courtney Bullman attended the annual State Accreditation Seminar. Chief Pollock also stated that the drone has been received and Detective Mills will be taking his FAA written test to become a licensed drone pilot within the next two weeks.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for March. During March, the department responded to 46 calls of which, 23 were in Hellam Township. In comparison, last year there were 39 calls of which 17 were in Hellam Township. There were no automatic fire alarms reported during the month. Members attended training on Incident Safety Officer and numerous escorts were provided for the boys and girls Eastern York HS basketball teams as they played in District 3 and State tournaments. Crews attended a celebration of life for Mike Poole and the department held their spring gun raffle which was a successful event. The new Brush truck is making significant progress and is still expected to be delivered in early June.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for March. The department responded to 54 calls during the month of March, 23 of which were in Hellam Township. The department lost member Fireman Poole to cancer. He served Wrightsville Fire Department for over 20 years and will be missed greatly. The department has over 3,000-man hours of training logged so far in 2024 and is on track to record 10,000 training hours for the year. Chief Livelsberger’s report also listed Certification Courses and Trainings, along with the number of members in attendance, for February and March.
- C. Ambulance** – During the month of March, there was a total of 51 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 March. During the month of March, the department responded to one call out, completed street sweeping in all

developments, continued general maintenance on the buildings and equipment, and continued to saw cut sections of road ways that need base and asphalt repairs. The department also replaced street signs, post and break aways that were damaged, cleaned up brush and trees along roadways, prepped one truck for PA Safety Inspection, and ran routes several times to clean storm boxes and debris off roadways. They cleaned up several trees that were across roadways, worked on grading and adding stone on stone roads where needed, completed three stormwater inspections, and responded to 63 PA one calls.

Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the Liquid Fuels Bids were approved as presented to the low bidders. York Building Products was awarded the Aggregate bid, Highway Materials was awarded the Paving Material Bid, and Russell Standard was awarded the Double Application, Chip Seal bid. Motion carried 4 – 0.

- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for March. During March, there was a total of nine permit applications received and nine permits issued. There was one new complaint and one resolved. There was also a list of ongoing Zoning and SALDO cases. District 1 is 98% complete for pumping, District 2 is 90% complete, and District 3 is 22% complete.
- G. **Environmental Advisory Council** – The EAC provided a copy of their minutes from their April 8, 2024 meeting. Old business discussed included the Rain Garden, Strategic Plan, Kreutz Creek water quality monitoring, recycling poster for Barshinger Field, and land use in Hellam Township. New business included the Pollinator Garden, next newsletter article, trees for Liberty Park, Modern Landfill dumping untreated water into the river, collaborating with Horn Farm, tree planting on April 13th, and SALDO checklist. There was also a list of action items to do before May meeting.
- H. **Eastern York Sewer Authority** – Minutes from the Authority's February 26, 2024 meeting were provided. Total expenses for February 2024 were \$47,387.88.

Extending Sanitary Sewer: Mr. Miller asked Mr. Hardman what it would cost to do a study regarding extending EYCSA's Sanitary Sewer east of Hallam Borough, down Lincoln Highway. Mr. Hardman commented that he'd have to look into it. Mr. John Klinedinst looked at it in the past, so Mr. Hardman would need to review the work Mr. Klinedinst did before proceeding. Mr. Miller advised that he spoke to a few of the Hellam Township Supervisors who seemed to be in favor of the extension.

Supervisor Otterbein asked Mr. Miller, from the sewer authority, about this portion of their minutes and stated that if an extension happens, they would need to update the Comprehensive Plan to accommodate for it. Mr. Miller stated that the study and extension would have to be approved before moving forward.

Chairman Cox arrived, in person, to the meeting at 6:50 p.m.

- I. **Eastern York Recreation Authority** – Provided a copy of their April 2024 Director's Report. Supervisor Cox stated that they are working on a budget and it is almost complete.

Communications from Citizens

Ann Torney, residing at 6060 River Dr, expressed concerns regarding a Short-Term Rental property located at 6056 River Dr. Issues highlighted included:

- Frequent "drug parties" with excessive noise and activities past 10 PM.
- Inadequate sewage capacity for the number of occupants.
- Trespassing by guests on neighboring properties.
- Concerns about garbage collection failures leading to animal disturbances.
- Theft of property items such as tables and chairs by renters.

Ann noted a particular incident on Easter Sunday, where a party from 7:30 PM continued until the following morning at 5 AM, involving around 15 people. Ann expressed that property owners should

seek neighbor's consent before constructing sheds or fences. She also believes that the neighbors' and/or the Township should have the authority to decide who can rent properties in their area, to better control the suitability and behavior of tenants. Mr. Test confirmed receipt of Ann Torney's complaint via email dated April 2, 2024, which included detailed grievances about the rental property. Addressed a subsequent communication from Ms. Torney dated April 5, 2024, regarding guests stranded due to flooding. He advised contacting emergency services in such situations. Mr. Test emphasized the importance of reporting criminal activities directly to law enforcement by calling 911. Stressed that Ms. Torney should file any formal complaints through the Township's website or at the Township building for proper documentation and action. An individual accompanying Ms. Torney expressed dissatisfaction with the expectation for residents to monitor and report issues within the community themselves. It was explained that constraints related to manpower and cost limit more proactive measures by local authorities. Ms. Torney to follow up with formal complaints via the official channels mentioned. Community members are encouraged to report any criminal activity directly to the police.

Mr. Bob Hale commented on the sewer extension that was mentioned under the Eastern York Sewer Authority report. He feels that if the sewer line is extended than there will be growth in the Lincoln Highway corridor and he would like to see a note in the Comprehensive Plan to limit that growth.

Public Hearing w/Steno

- A. Z-2024-02: PYV XXV, LLC – 351 Cool Springs Rd; Conditional Use-Restaurant-Drive-Thru: The Hellam Township Board of Supervisors convened a hearing to discuss Application Z-2024-02, regarding a conditional use permit for a drive-through restaurant. The meeting was attended by representatives of the Applicant, including Mr. Joe Stein of Warehaus and the Applicant's counsel, Mr. Reilly Noetzel from Barley Snyder, who both presented supportive testimony for the application. No additional evidence was presented in support of the application. However, township residents John Eifert, Steve Fetrow, and Bob Hale, along with interested attendee Kathie Gonick, engaged with the Applicant's representatives by presenting testimony and posing questions. Notably, no oppositional evidence was provided against the application during the proceedings. Following the discussions and testimonies, the Hellam Township Board of Supervisors voted unanimously (5-0) in favor of granting the conditional use application, Z-2024-02. The approval is subject to a key condition: the Hellam Township Zoning Hearing Board must grant the Applicant a variance from Section 490-109(D) of the Zoning Ordinance. This variance is necessary to allow the establishment of the drive-through restaurant within two hundred (200) feet of the R-A Zone.

Planning and Zoning

- A. SL-2024-01: Subdivision/Land Development Plan: 7152 & 7160 Roundtop Lane – ML-29A & LM-29B, Rob and Renee Evans: Todd Smeigh provided a detailed description of the Evans subdivision plans. Notably, a conservation easement is in place to protect the area; no building or earth-moving activities will occur as part of this plan. There was discussion of the residence located at 7156 Roundtop Ln, which is under a life lease to Rob & Renee Evans. A question was raised regarding the Lancaster Conservancy's decision to purchase land that is already under conservation. It was explained that the purchase is aimed at ensuring the land remains inaccessible to the public. Post-purchase, the Lancaster Conservancy intends to collaborate with the Farms & Natural Lands Trust to develop trails and other recreational activities on the land. Brad Leber, the Township Solicitor, disclosed that he is the attorney for Rob and Renee Evans. He clarified that he has not consulted them on this specific issue regarding the land. Supervisor Shillott made a motion to approve the requested waivers, which was seconded by Supervisor Conaway. The motion passed unanimously. Supervisor Shillott made another motion to approve the Conditional Use on the condition that the Zoning Hearing Board approves the requested variance. Supervisor Conaway seconded this motion, and it also passed unanimously.

Planning Commission

- A. Draft minutes from the March 28, 2024 meeting were provided.

Minutes Approval

Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the meeting minutes from March 21, 2024 were approved. Motion carried unanimously.

Financial Reports

- A. Budget Report – March 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the March 2024 Budget Report was approved. Motion carried unanimously.
- B. Treasurer's Report – March 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the March 2024 Treasurer's Report was approved. Motion carried unanimously.
- C. Disbursements List – April 4th and 18th 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the April 4th and 18th, 2024 disbursement lists, were approved. Motion carried unanimously.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Reported that she attended the annual PSATS conference on Monday, April 15th and Tuesday, April 16th.
- Reported that she attended the Fire Commission meeting on April 17th.
- Stated that she will be out of the office on vacation April 26th through May 3rd, and at the National League of Cities Conference May 7th through May 10th.

Solicitor, Brad Leber:

- No report.

Communications from Supervisors

Supervisor Shillott discussed applying for a DEP grant regarding the Kreutz Creek Stormwater issues. This led into a discussion about the Kreutz Creek Stormwater proposals the Township received. Ms. Mann provided the Board with copies of the two proposals regarding a flood mitigation plan for Kreutz Creek. After some discussion, Supervisor Shillott made a motion to move forward with Land Studies firm, for an amount not to exceed \$53,000. Seconded by Supervisor Conaway, the request was approved. Motion carried unanimously.

Old Business

None

New Business

- A. ARP fund request: Door Access – PW Bldg. (Community Center will be funded through the grant) – Ms. Mann provided a copy of the quotes for a Door Access System at the Public Works Building and the Community Center. Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, request to use ARP funds, not to exceed \$8,706.00, was approved. Motion carried 4 – 0.
- B. Kreutz Creek Stormwater Proposal Review – discussed under Communications from Supervisors portion of the meeting.
- C. Draft Ordinance 2024-XX – Private Firearm Target Practice – Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, approval for advertising Draft Ordinance 2024-XX, Private Firearm Target Practice, was approved, with the addition of the definition of firearms consistent with the State Uniform Fire Arms Act plus addition of black powder firearms. Motion carried 4 – 0.
- D. The next Board of Supervisors meeting will be May 16, 2024, at 6:00 p.m.

Chairman Cox adjourned the meeting at 8:23 p.m.

Respectfully submitted,



Corina L. Mann
Secretary