

## Hellam Township Board of Supervisor Annual Objectives

		Objective					
Leader	Type	Parties involved	Completed	Date	Description	% Complete	Update/Result
<b>Planning</b>							
Bill Conaway, Nedette Otterbein	Annual	Planning Commission	2023	2023	Training, directions, focus, volunteers		Key group of volunteers and structure in place; PSATS training in-house
Bill Conaway, Nedette Otterbein	Specific	Planning Commission	2023	2023	Riverland Ordinance Put on list for PC to review and comment		PC recommends to address this after the multi-municipal plan is completed
Bill Conaway, Nedette Otterbein	Specific	Planning Commission	2023	2023	Short Term Rental Ordinance		Researched and completed: December 7, 2023
Bill Conaway, Nedette Otterbein	Specific	Planning Commission	2023	2023	Aging In Place		PC recommends to address this after the multi-municipal plan is completed
Bill Conaway, Nedette Otterbein	Annual	Planning Commission	2023	2023	Identify items in Ordinance to change		On-going part of the normal procedures for the Planning Commission
Bill Conaway, Nedette Otterbein	Annual	York County Economic Alliance (YCEA)	2023	2023	Conducted Business Tour with YCEA.		First Tour Conducted on 9/28/22. Reassigned in 2024 to have YCEA a part of our Multi-municipal plan.
Nedette Otterbein, Mike Shillott	Annual	York County Economic Alliance (YCEA), Explore York		2024	Partner with YCEA to start the process of a marketing plan again and identify businesses that the citizens would like to see come to Hellam. Contact names to participate with Multi-Municipal Comp Plan		
Bill Conaway, Nedette Otterbein	Specific	Hallam Borough; Wrightsville Borough; Hellam Township Supervisor & Staff; Consultant	2023	2023	Multi-Municipal Comprehensive Plan		Finalize resolutions with boroughs for MAP grant and move forward with plan; Map grant awarded in December 2023
Bill Conaway, Nedette Otterbein	Specific	Hallam Borough; Wrightsville Borough; Hellam Township Supervisor & Staff; Consultant		2024	Multi-Municipal Comprehensive Plan		Working with consultant and borough's to complete within the next 16 months. DCED grant awarded for half the cost
<b>Fire &amp; EMS</b>							
David Cox, Todd Trimmer	Specific	Hellam Fire Dept.; Wrightsville Fire Dept.; Hallam Borough; Wrightsvile Borough; Hellam Township Supervisor & Staff	2023	2023	Researched, worked with consultant to evaluate sustainability of the volunteer Fire Dept.'s		Ready to implement Fire Commission agreement. Waiting for borough's approval. Began in 2022
David Cox, Mike Shillott, Todd Trimmer	Annual	Hellam Fire Dept.; Wrightsville Fire Dept.; Hallam Borough; Wrightsvile Borough; Hellam Township Supervisor & Staff		2024	Implement Fire Commission		Agreement signed
David Cox, Corina Mann	Specific	Ambulance Service; Hellam Township Supervisor & Staff		2024	Start looking at the future and funding for future if necessary. Possibly set up fund that would be restricted to Emergency Services-in general.		
<b>Administration</b>							
Corina Mann; Mark Myers	5 Year	Solicitor; Engineer		2023	Evaluate Contracted Svc Providers		Provide copies of sample RFP's for Solicitor and Engineer earlier in the year to review
Corina Mann, Mark Myers, Nedette Otterbein	Specific	Appointed Supervisors & Staff	2023	2023	Start Captial funds for Stormwater Management and Parks and Open Space, develop five year projections		Capital Funds begun with ARPA money and five year projection spreadsheet completed

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Corina Mann, Mark Myers, Nedette Otterbein	Annual	Appointed Supervisors & Staff		2024	Continue to expand and broaden easy to understand information for the residents and review five year budget projections every six months to update		Completed five year funding plan for highway in 2023 and included other rotation items (computers, vehicles, BPV, Ambulance costs) Place on June's agenda every year with an update copy of highway plan spreadsheet
Bill Conaway, Corina Mann, Nedette Otterbein	Specific	Appointed Supervisors & Staff		2024	Research what other townships are doing with public lands and nonprofit organizations to help pay for cost of community services (Fee in Lieu of Taxes)		
Corina Mann, Mark Myers, Nedette Otterbein	Specific	Appointed Supervisors & Staff	2023	2023	Review online options and web site options for better communication		Contract with Citizen Lab to implement new two-way communication and input from citizens, staff and Board members, complete new website and enrolled in Savvy Citizen for cell phone text notifications along with other municipalities in York County
Corina Mann, Mark Myers, Nedette Otterbein	Annual	Appointed Supervisors & Staff		2024	How does the Township self identify? Can they be identified. (ie: Owl Valley; River Drive; cool creek and continue to work and update the communication plan document. Work on schedule for posting to social media for educational information		Hellam Herald printed newsletter begun winter 2023
David Cox, Corina Mann	Specific	TBD		2024	Form a committee to move forward with planning - what type of volunteers on the committee		Waiting on near completion of Community center to get committee started
Bill Conaway, Mike Shillott	Annual	Staff & New Personnel & Volunteers		2024	Continue offering education to volunteers create an on-boarding book of procedures and information for new volunteers		
Corina Mann, Nedette Otterbein	Specific	Appointed Supervisors & Staff	2023	2023	Discussion about wages. Closer look at what area wages being paid are for employee retention		Non-Uniform staff wage increases to assist with cost of living, also implemented 10 hr day-4 day work weeks to assist with travel expense. Implemented step program for PW employees to earn more per hour based on experience.
Corina Mann, Nedette Otterbein	Annual	Appointed Supervisors & Staff		2023	Ongoing to plan for future; draft procedural manuals, policy and review job descriptions, org chart		Working on police uniform policy and Personnel Policy Handbook, Planning Commission flow chart
<b>Zoning</b>							
Curt Ferree, Jason Test	Specific	Zoning & Public Works		2023	Create a plan to utilize the GIS software purchased in 2023 and ensure that all Stormwater Management information is on our license		Purchased tool for Coordinate identification; Ordered Ipad for use with GIS Locator
Curt Ferree, Jason Test	Annual	Zoning & Public Works		2024	GIS mapping - able to use more and see what else needs to be completed to utilize this tool to its fullest capacity.		
<b>Police</b>							
Corina Mann, Todd Trimmer, David Cox	Specific	Pros and cons for longer contracts with police as well as both boroughs that service is provided for	2023	2023	Contracts with Police Union first than followed by Hallam Borough and Wrightsville Borough together		Implemented all contracts to be negotiated during the same year
<b>Environmental Advisory Council</b>							
EAC members; Todd Trimmer	Specific	Appointed Supervisor & EAC	2023	2023	Continue monitoring and stay in contact with DEP for water quality at Kreutz Creek		Tasked EAC to research; correspondence with DEP - ongoing task for them
EAC members; Mike Shillott Nedette	Annual	Appointed Supervisor & EAC		2024	Continue monitoring and stay in contact with DEP for water quality at Kreutz Creek		EAC report finding to Board, when necessary
Otterbein, Mike Shillott	Annual	Appointed Supervisors & EAC		2024	Work with EAC volunteers to look at the ordinance that created the EAC and better define their activities to align with the purpose of the organization.		A task force created to look at how the EAC can be integrated into the SALDO in-house process and what their areas of focus/expertise should be in that process
<b>Stormwater</b>							

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Nedette Otterbein, Mike Shillott	Specific	Appointed Supervisors, Planning Commision and Staff		2023	Kreitz Creek Stormater; On going project with PennDot; landowners, CWQE, Land Studies, YCCD and task group		Denied Grant in 2023: Work with Army Corp, PennDOT and other partners for 2024 Growing Greener Grant. Focus is to get a Watershed Wide Permit to enable us to apply for grants as money is needed and as future flooding occurs. This would be a 10-15 year plan.	
<b>Grants</b>								
Corina Mann	Annual	Staff		2024	Funding updates of awarded grants		Meetingw/ Representative D'Orsie & Mike Shillott regarding RACP grant	
Corina Mann	Specific	Staff & Grandwriter		2023	Status of grant for upgrade to meeting room for ease in providing virtual access to meetings.	80%	Supplies have been ordered, received and the work has been started	
Corina Mann	Specific	Staff & Grantwriter		2024	New Building grant funding still not received; \$948,000		Meeting planned in June with Joe D'Orsie Corina Mann and Mike Shillott attending to get help acquire the actual funds for several grants awarded but not received	
Corina Mann	Specific	Staff		2024	Received County Marcellus Shale funding for Liberty Park \$40,000		Met with vairous recreation companies; equipment chosen and order placed	
Pollock/Corina Mann	Specific	Staff & Grantwriter	2024	2022	Body Worn Camera Grant		Completed: Grant for 8 cameras, new software and server - Amount received - \$16,000 T otal cost \$43,000	
Corina Mann	Specific	Staff & Grantwriter		2022	LSA Category 4 - Community Center Grant		Awarded and waiting for completion for reimbursement - \$98,000	
Corina Mann	Specific	Staff & Grantwriter			Senator Casey/Appropriations Grant (Police)		Awarded - Completing paperwork - for purchase of ATV - New k9 auto - \$96,000	
Corina Mann	Specific	Staff & CWQE		2023	SRBC Grant for GIS instrument for documenting coordinates		Awarded and purchased. Completing closeout paperwork. \$5,000	
Corina Mann	Specific	Staff, Recreation Director & Grantwriter		2024	LSA Cat.4		Re-submitted under new grant program for Barshinger Park pole building which was denied in 2023 \$978,000	
Corina Mann	Specific	Staff, Recreation Director & Grantwriter	2023	2023	LSA Cat.4		Worked with Rec Director to submit grant for Barshinger Park for pole building construction. \$978,000 Twp grant writer was used - Not awarded	
Corina Mann	Specific	Staff, Hallam Borough, Wrightsville Borough		2023	Grant for 50% of cost for Regional Comprehensive Plan with Hallam Borough and Wrightsville Borough		MAP Grant - \$45,000 Regional Comp. Plan	
<b>Recreation</b>								
David Cox, Corina Mann	Specific	Appointed Supervisor; Staff and Recreation Director		2024	Park System discussion. Communicate with Recreation Director for possibly moving forward with next phase of Master Park Plan.		Denied for First Grant Submission; Re-submitted under new program	
David Cox	Annual	Appointed Supervisor; Appointed representative; Recreation Authority Members		2024	Funding solutions			