

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF August 15, 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. Also present was Corina Mann, Manager; Brad Leber, Solicitor; Jason Test, Zoning Officer; Kate Nopulos, Administrative Secretary; and Dorinda Nordsick, Admin/Finance Coordinator.

Agency, Departmental & Committee Reports

- A. Police** – Chief Pollock submitted a written report for July. During the month of July there were a total of 720 calls with 20 reported accidents, 50 criminal charges, 62 traffic citations and 105 traffic warnings. All officers completed their monthly Boyle training, K9 Officer Carpenter and K9 Cerberus completed their monthly training, and K9 Officer Bull has begun teaching K9 Sage to track human scent for cases of missing people. Officer Bull is going through field training to return to patrol when needed to fill gaps in the schedule and on her time away from school, the department received money to purchase two drones of different sizes to be used for different situations as needed, and the department assisted as needed with the Wrightsville fireworks.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for July. During July, the department responded to 91 calls of which, 57 were in Hellam Township. In comparison, last year there were 38 calls of which 21 were in Hellam Township. There were seven automatic fire alarms reported during the month. The severe storm on July 16th resulted in 44 calls for service in a five-hour period. Members attended training on Emergency Vehicle Driver Training, Firefighter 1 Certification Review, Hazmat Operations, and Entry Level Introduction to the Fire Service. The station renovations this month included the first floor of the station getting painted, new flooring purchased for the social room and office spaces, and new gear racks ordered for the apparatus bays. Final inspection for the new Brush truck is scheduled for August 17th, graphics proofs are complete and scheduled for installation in September, equipment mounts are being ordered, and the expected in-service date is November.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for July. The department responded to 80 calls during the month of July. There was also a list of stats by call type for the month. Trainings included eight testing on Rope Technician and the department is planning to host Firefighter 1 in the fall. The Golf Committee is working on the golf tournament, the department gained two staffing members and have three interested in becoming live ins, and the Apparatus Committee continues to meet to discuss the Engine refurb.
- C. Ambulance** – During the month of June, there was a total of 77 calls in Hellam Township. The report also included class type, dispatched company, and outcome.
- D. Emergency Management** – Chris Eaton, EMA Coordinator, provided a report for July. Activities for July included continuing with Active Shooter meetings, Wrightsville 4th of July Planning and Event Action Plan, responding to wind event in Lower Windsor Township on July 15th, and responding to wind event effecting multiple municipalities on July 16th. They are working on updating the Emergency Operations Plan to comply with current standards and best practices. Currently, they are obtaining citizen input on hazards and impact of the hazards within their area. The results will be used to update the jurisdictional profile and develop hazard profiles for the area. Annexes will be developed to support the Emergency Operations and response efforts. Supervisor Otterbein asked how they are obtaining citizen input and if it is on the Township website. Ms. Mann said she will check, but believes that it is

on our website. Supervisor Shillott asked how this fits in with the County's Hazard Mitigation plan. Supervisor Otterbein recommended Mr. Eaton coming to one of the Board meetings to give a brief update and answer any questions. Ms. Mann said she would reach out to him.

- E. **Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for July. During the month of July, the department worked on removing old playground equipment and prepping the new subbase area for new playground equipment at Liberty Park, prepped roadways for double application of chip seal, trimmed trees on several roads, and cleaned up trees and debris across roadways from the high wind and rain storm on July 16th. They also replaced street signs, post and break aways that were stolen or damaged, prepped tow trucks for PA Safety Inspection, ran routes several times to clean storm boxes and debris off roadways, completed four stormwater inspections, and responded to 69 PA one calls.
- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for July. During July, there was a total of 17 permit applications received and 15 permits issued. There was one new complaint and one resolved. There was also a list of ongoing Zoning cases and pending ordinances/resolutions. District 2 is 97% complete for pumping and District 3 is 44% complete.
- G. **Environmental Advisory Council** – No August meeting.
- H. **Eastern York Sewer Authority** – Minutes from the Authority's June 24, 2024 meeting were provided. Total expenses for June 2024 were \$51,901.21, with \$8,522.58 for the 2016 Bank Note.
- I. **Eastern York Recreation Authority** – Provided a copy of their August 2024 Director's Report.

Communications from Citizens

Introduction of Peter Miele, Senior Project Director, Susquehanna Heritage Discover Center – Mr. Mark Platts, from Susquehanna Heritage Discover Center, announced that their offices are now located in Hellam Township, in the old WSBA building, located on Susquehanna Plaza Drive. He introduced Mr. Peter Miele as the Senior Project Director for the Discover Center. Mr. Miele introduced himself and reported that they have received bids for the public access portion of their plan and on September 27th there will be a ground breaking ceremony for Phase 2 of the project.

Gideon Stoltzfus, owner of 6056 River Dr, attended the meeting and was present to answer questions concerning the operation of the short-term rental at 6056 River Dr. Priscilla Gibson, realtor, was also present. She is the realtor for 6056 River Dr. Mr. Stoltzfus thanked the Township for their assistance and he feels that the Township is well run. This statement led to Philip Torney making the comment "That's it. That's all you have to say." This comment was directed towards Mr. Stoltzfus.

Mr. Test then stated that Mr. Stoltzfus was invited to the meeting to answer any questions from the Board of Supervisors. During the course of the conversation Ms. Gibson said that she spoke to Mr. Torney and asked him if a privacy fence would help diffuse the issue. Mr. Torney made it clear that no matter what work is done or steps being made to mitigate the issue he and his wife are going to work towards having the short-term rental license revoked.

Ms. Gibson told the Board that the property is for sale and that most people that have viewed the property have said that they will continue to operate as a short-term rental. After this information was disclosed Mr. Torney made a comment that the "Amish" are looking at the property. He also stated that he would like to see the property used as a single-family residence.

Mr. Torney was advised that if there are violations of the ordinance during the night or weekends, he is to call 911 and have the police dispatched to observe the violation. The police will then decide if Mr. Stoltzfus will be called to correct the issue. He was told that Mr. Stoltzfus' phone number has been given to the police department. Mr. Torney made comment that it doesn't help because Mr. Stoltzfus operates a horse and buggy and will not be able to come to the property within the allotted time.

Various complaints were raised by the Torneys and the Paules to include the parties that occur, the septic that flows down the driveway, and "shady" people at the property. Mr. Test stated that he reviewed the videos that were provided and that the videos do not show the complaints filed by the Torneys. Mr. Torney stated that he is not seeking violations he wants the short-term rental license revoked. It was explained to him that when anyone files a complaint it is reviewed to determine if there are violations. Ms. Gibson stated that there are cameras on site and that the property manager has reviewed the video to determine if any parties have occurred and she said that no partying has been observed.

At this point the conversation was ended due to time constraints.

Planning and Zoning

None

Planning Commission

A. Draft minutes from the July 25, 2024 meeting were provided.

Minutes Approval

Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the meeting minutes from August 1, 2024 were approved. Motion carried 4 – 0.

Financial Reports

- A. Budget Report – July 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the July 2024 Budget Report was approved. Motion carried 4 – 0.
- B. Treasurer's Report – July 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the Treasurer's report for July 2024 was approved. Motion carried 4 – 0.
- C. Disbursements List – August 15th 2024 – Upon a motion by Supervisor Cox, seconded by Supervisor Otterbein, the disbursements list for August 15th in the amount of \$35,140.47 was approved. Motion carried 4 – 0.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, Nathan Kauffman's tractor will remain in the front yard as long as the hold harmless agreement is drafted by the Solicitor and signed by Mr. Kauffman. Mr. Kauffman will also provide the stone for the area to ease the burden on the lawn care. Motion carried 4 – 0.
- Provided a copy of the information for the York County Association of Townships of the Second Convention to be held October 30th. Cost per attendee is \$35 and registration is due by September 16th.
- Provided a copy of the website views for July, 2024
- Provided a copy of the LGAC Newsletter for July
- Provided a copy of the Legislative Locator for July

- Provided a copy of PennDOT Moving Forward Publication

Solicitor:

- No report.

Communications from Supervisors

A. Board of Supervisors Annual Objectives List

- a. Supervisor Shillott: reported that the Stormwater Grant for Kreutz Creek was submitted to DEP and they are waiting on reply. He also reported that the Solar and Short-Term Rental Ordinances are with Planning Commission to be reviewed.
- b. Supervisor Otterbein: gave an update that she found out DCNR does pay taxes in lieu of for parks. She also stated that she knows Park Rangers write fines and is wondering if the township gets a portion of that fine. She would like to see round table meetings started by creating a team to have quarterly meetings with State Parks. She would also like to get together every so often to meet with Susquehanna National Heritage and Lancaster Conservancy. Supervisor Otterbein reported that the Personnel Policies and Procedures and the position profile reviews are being worked on.
- c. Supervisor Cox: reported that he attended the Fire Commission meeting and they will begin working on by laws.

Old Business

None

New Business

- A. Ordinance 2024-01: Private Firearm Target Practice Areas/Review and approval to advertise – After some discussion Supervisor Conaway made a motion to advertise Ordinance 2024-01, with updates, seconded by Supervisor Shillott. Motion carried 4 – 0.
- B. Draft Cable Franchise Agreement/Shenandoah Calbe Television, LLC – After discussion and review of agreement, Solicitor Leber agreed to review the agreement thoroughly to discuss at the next meeting.
- C. The next Board of Supervisors meeting will be September 5, 2024, at 6:00 p.m.

Chairman Cox adjourned the meeting at 7:36 p.m.

Respectfully submitted,



Corina L. Mann
Secretary