

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF October 17, 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. Supervisor Mark Myers attended via Zoom. Also present was Brad Leber, Solicitor; Chad Peters, Engineer; Jason Test, Zoning Officer; Kate Nopulos, Administrative Secretary; and Dorinda Nordsick, Admin/Finance Coordinator. Corina Mann, Township Manager; and Curt Ferree, Roadmaster attended via Zoom.

Agency, Departmental & Committee Reports

- A. Police** – Chief Pollock submitted a written report for September. During the month of September there were a total of 559 calls with 15 reported accidents, 55 criminal charges, 41 traffic citations and 66 traffic warnings. All officers completed their monthly Boyle training and K9 Officer Carpenter and K9 Cerberus completed their monthly training. Chief Pollock, Lieutenant Heistand, and Detective Sergeant Mills attended incident command class, Officer Crater completed all classes to become a certified accident reconstructionist, and all officers successfully qualified on their hand guns, rifles, shotguns, and tasers.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for September. During September, the department responded to 38 calls of which, 14 were in Hellam Township. In comparison, last year there were 50 calls of which 19 were in Hellam Township. There were three automatic fire alarms reported during the month. Members attended training on Rapid Intervention Team 1, Hazmat Awareness, and Exterior Firefighter. Crews attended National Night Out and hosted their second Gun Raffle of the year. The station renovations made significant progress with flooring now installed, new furniture delivered, and new station audio speakers installed. New gear racks are expected to be delivered the week of October 14th. Brush 21 was delivered in September and is expected to be in service for calls in November.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for September. The department responded to 52 calls during the month of September, with 20 in Hellam Township. One member challenged the national pro board confined space technician test, the department was awarded the FEMA grant which will be used to purchase new hose, and the department will be applying for additional grants in the next couple of weeks. Seagrave has sent pictures of the new apparatus and things seem to be moving along well.
- C. Ambulance** – No report.
- D. Emergency Management** – No report.
- E. Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for September. During the month of September, the department continued the second round of road side mowing, prepared the Public Works Building for National Night Out, Kreutz Creek Semi-annual Book Fair was held at the Public Works Building, and crack sealing was completed on various township roads. They also replaced street signs, post and break aways that were damaged or lost reflectivity, prepped one truck for PA Safety Inspection, removed trees and debris off roadways and out of gutters, and swept areas where stone was heavily built up on the new chip sealed roads. The department ran routes several times to clean storm boxes and debris off roadways, completed five stormwater inspections, and responded to 52 PA one calls.

- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for September. During September, there was a total of 18 permit applications received and 18 permits issued. There was one new complaint and one resolved. There was also a list of an ongoing SALDO case. District 2 is 97% complete for pumping and District 3 is 53% complete.
- G. **Environmental Advisory Council** – No report.
- H. **Eastern York Sewer Authority** – Minutes from the Authority's August 26, 2024 meeting were provided. Total expenses for August 2024 were \$56,383.45.
- I. **Eastern York Recreation Authority** – Provided a copy of their October 2024 Director's Report.

Public Hearing: W/O Stenographer

- A. SL-2024-03: Rexroth Limited Partnership – Lincoln Hwy/Schimmel Lane – LL-47 Subdivision - Grant Anderson from Site Design Concepts, who introduced the subdivision plan for Parcel LL-47. Anderson explained that the subdivision would create two parcels due to the parcel being bisected by U.S. Route 30, which resulted in an orphan parcel. A variance was obtained to create the second lot since it does not meet the minimum lot size requirement for the Rural Agriculture Zone. Supervisor Otterbein inquired whether Transferable Development Rights (TDRs) would be necessary to establish the new parcel. The solicitor clarified that TDRs were not required, as no structures currently exist on the new parcel, nor are any proposed. A motion was made by Supervisor Shillott and seconded by Supervisor Conaway to approve the waivers with the inclusion of a "6-month note" for curbing. The approval was also contingent on the conditions listed in the letter from C.S. Davidson, dated September 23, 2024, being met. The motion passed unanimously. A second motion, made by Supervisor Shillott and seconded by Supervisor Conaway, approved the Land Development plan. This motion also passed unanimously.

Communications from Citizens

Mr. Mark Potosky, 651 Grand Manor Dr. Mr. Potosky stated that he was the president of the prior Hellam Rec Authority and he has talked to some of the representatives from the new Authority that was formed and they are worried about the financial findings/issues so he is coming to the Board on behalf of the Eastern York Rec Authority and asking them to consider helping financially.

Ms. Carla Monticchio, of 4885 Plantation Lane, stated for the record that the winery located at 4865 Libhart Mill Road is currently operating in violation of both the stormwater ordinance and the entry/access ordinance. Monticchio further asked what steps could be taken if a parcel cannot physically meet ordinance requirements. Attorney Leber responded, explaining that there are various methods available for seeking relief in such situations. Monticchio also asked Chad Peters (Engineer), Jason Test (Zoning Officer), and Brad Leber (Solicitor) whether they had any personal or professional relationship with William Hewitt. All three individuals responded that they had no such relationship.

Planning and Zoning

- A. Resolution 2024-14: Sewage Planning Module: Rexroth Limited Partnership LL-47 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, Resolution 2024-14 was approved. Motion carried unanimously.

Minutes Approval

Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the meeting minutes from October 3, 2024 were approved with corrections. Motion carried unanimously.

Financial Reports

- A. Budget Report – September 2024 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the September 2024 Budget Report was approved. Motion carried unanimously.
- B. Treasurer’s Report – September 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the Treasurer’s report for September 2024 was approved. Motion carried unanimously.
- C. Disbursements List – October 17th 2024 – Upon a motion by Supervisor Cox, seconded by Supervisor Shillott, the disbursements list for October 17th in the amount of \$107,101.98 from Fulton Bank General Fund, \$4,000.00 from State Fund, and \$100.00 from Fire Capital Fund was approved. Motion carried unanimously.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Reported that she attended the Emergency Services meeting, and ambulance service was the main topic discussed.
- Stated that she attended the Fire Commission meeting and they went over draft of by-laws.
- Reported that the RACB grant is in the reviewing stage.
- Reported that the new temporary part-time administrative secretary has started.
- Reported a new officer has been hired to replace Officer McFadden who will be retiring by the end of the year. The new officer will be starting on November 3rd.
- Continues to work with Supervisor Otterbein on profession profiles and personnel manual.
- Stated there will be a public meeting regarding the Multi-Municipal Comprehensive Plan.

Solicitor:

- No report.

Communications from Supervisors

Supervisor Shillott reported that the Planning Commission has completed working on the Solar Ordinance. He is also working with the EAC to come up with a SALDO check list for when Subdivision or Land Development applications come in so the EAC can review items that would pertain to environmental issues.

Old Business

- A. Continue budget workshop discussion – Ms. Mann provided copies of the following along with the proposed budget:
 - 1) Five Year Capital Plan
 - 2) Township Finance Summary
 - 3) Millage Rate History
 - 4) Millage Calculations along with a list of 2024-2025 York County millage rates

After reviewing and discussing the 2025 proposed budget and other worksheets, Ms. Mann answered any questions from the Board and audience. The Board asked Ms. Mann to adjust the proposed budget to include a .5 mil increase and add \$75,000 from the Fund Balance to balance the budget and bring the adjusted proposed budget back to the November 7th meeting.

New Business

A. The next Board of Supervisors meeting will be November 7, 2024, at 6:00 p.m.

Chairman Cox adjourned the meeting at 7:48 p.m.

Respectfully submitted,

Corina L. Mann
Secretary

DRAFT