

**HELLAM TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES OF July 17th, 2025**

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 Bill Conaway, Nedette Otterbein, and Michael Shillott were present, in person. Also present was Corina Mann, Manager; Brad Leber, Solicitor; Jason Test, Zoning Officer; Doug Pollock, Chief of Police; and Dorinda Nordsick, Accounting Clerk.

**Agency, Departmental & Committee Reports**

- A. Police** – Chief Pollock submitted a written report for June. Total calls for June were 637 and there were 28 accidents along with 18 criminal charges, 88 traffic citations and 121 traffic warnings issued. All Officers completed their monthly trainings and K9 Officer Carpenter and K9 Cerberus completed their monthly training at the K9 Academy. The department held their third annual golf tournament, which benefits the K9 teams. Lieutenant Heistand and Sergeant Mills are now part of the York County Quick Response Drone Team, K9 Officer Bull and K9 Sage successfully passed their USPCA Therapy Dog Certification and also attended a week-long Advanced School Resource Officer class.
1. Request for supplemental allocation (\$10,200 – Charger motor) – Chief Pollock explained to the Board that he would like to keep the 2016 Dodge Charger in service but it currently needs the engine replaced. Ms. Mann provided the estimates that were received, which total approximately \$10,200. After a brief discussion the Board decided to table making a decision for the supplemental allocation until they can discuss more where this vehicle fits into the current rotation and how it changes the long-term planning.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for June. The Fire Company responded to 52 calls for the month of June, with 22 in Hellam Township, and there were four automatic fire alarm reports submitted. Members completed training on Introduction to the Fire Service, Hazmat Awareness, and Fire Ground Support. They also met with staff from Lancaster Conservancy to walk through three of their properties in Hellam Township, provided a rest stop and water as the PA Hero Walk passed by the station, and received a grant for a full skid of water from Anheuser Busch and the National Volunteer Fire Council. Utility 21 completed the annual inspection and maintenance with no significant issues. Chief Strittmatter participated in demonstrations of two Computer Aided Dispatch (CAD) systems. York, Adams, Cumberland, Dauphin, and Lancaster Counties are reviewing options for a regional CAD system which would lead to faster dispatches across county lines and greater visibility into resource availability.
- Wrightsville Fire Company/Station 41** – No report.
- C. Ambulance** – No report.
- D. Emergency Management** – No report.
- E. Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for June. The department responded to three call outs, continued roadside mowing, continued preparing River Drive for new pavement, and finished saw-cutting bad spots of blacktop throughout the Township. They also ran routes several times to check storm boxes and roadways for debris, graded and added stone to stone roads where needed after heavy rains, and continued general maintenance on buildings and all non-snow vehicles and equipment. The department attended PA Safety Days

at the York Fairgrounds, prepped two trucks for PA Safety inspection, completed five stormwater inspections, and responded to 30 PA One Calls.

- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for June. During the month, 28 permit applications were received and 27 permits were issued. There was one new complaint, and one resolved. There was a list of ongoing zoning and SALDO cases, along with a list of permits for June, and a copy of the 2024 and 2025 complaint logs.
- G. **Environmental Advisory Council** – No July meeting.
- H. **Eastern York Sewer Authority** – Minutes from the Authority's May 19, 2025, meeting were provided. Total expenses for May 2025 were \$70,937.45.
- I. **Eastern York Recreation Authority** – Provided a copy of their July 2025 Director's Report as well as minutes from their June 4<sup>th</sup> board meeting.
- J. **Communication Summary**: No report.

Mr. Pete Meile and Mr. Jonathon Pinkerton, from Susquehanna National Heritage Area, presented a check to the Board that was payment in lieu of taxes for the Mifflin Farm.

#### **Public Hearing w/Steno**

- A. Z-2025-08: Eastern York School District -KL-33 - The Board of Supervisor heard conditional use application Z-2025-08, Eastern York School District, to allow an intermediate school at 670 Cool Creek Road. Attorney Eric Hume, Saxton and Stump, presented the application for Eastern York School District. The first person to provide testimony Dr. Joseph Mancuso 3<sup>rd</sup>, Eastern York School District Superintendent. Dr. Mancuso stated that during 2018 the school district decided to finance the construction of an intermediate school. During 2019 a feasibility study was started. The School District went through the regulatory process and it was determined that the cost of constructed a new school was \$1,000,000.00 more than renovating the existing school, Canadochly Elementary and Kreutz Creek Elementary. Dr. Mancuso said that modern learning amenities would not be provided with renovation. The last major renovation of these two schools occurred in 1977. The location is a parcel located at the intersection of Mount Pisgah Road and Cool Creek Road. The School District owns this parcel and is currently used as a practice field. Dr. Mancuso stated that the new school would service grades 3-5 with grades K-2 being serviced by Wrightsville Elementary. Canadochly and Kreutz Creek Elementaries would be closed. Dr. Mancuso stated that school design is dictated by the Pennsylvania Department of Education. He stated that the school will have 27 instructional classrooms and additional classrooms for specialized instruction. He stated that this new construction will improve staff usage. He also stated that he does not believe that if the school is constructed it will impact the neighboring properties adversely. Scott Cousin, Crabtree/Rohrbaugh architect, stated that he prepared the architectural drawings and provided direction during the planning process. He discussed the elevations of the building. He also advised that the Pa Dept of Education mandates a maximum of 25 students per classroom. Jeff Shyk provided testimony on behalf of the school district. Mr. Shyk is employed by Kurowski LLC and he is the Site and Civil designer for the project. He stated that public water and sewer will be provided to the site and these utilities will be adequate for the use. He also advised that the project is not located in the floodplain. Dr. Mancuso verified that the facilities will be adequate and confirmed that the School District purchased 9 EDUs from the Wrightsville Sewer Authority. He also verified that the School District has entered into an agreement with York Water to provide public water. Nedette Otterbein, Hellam Township Supervisor, questioned the play area. She stated that the school is proposing 36,700 square feet for the play area and a portion of this is located in a parking area. The school confirmed that a portion of the play area is located in the parking area and they are seeking a variance.

They also stated that basketball, 4 square, and similar activities are planned for the hard play area. Supervisor Conaway asked about another play area and stated that the topography is very steep and does not appear to be very conducive for a play area. The school responded play equipment would be located in that area not an open field and that the equipment would be tiered due to the slope. Bob Hale 737 Sunset Road Wrightsville. Mr. Hale asked if more land is developed how will the School District prevent more stormwater runoff. Mr. Hale was advised to attend the variance hearing on July 22, 2025 to have that question answered. Carla Monticchio 4885 Plantation Lane York. Ms. Monticchio asked if the play area would be discussed at the meeting on Tuesday July 22, 2025. She was advised that it would be. Ronald Sowers 580 Cool Creek Road Wrightsville. Mr. Sowers stated that his property is impacted greatly by the runoff from the school's parcel which is currently empty. He is concerned that developing the property will increase the runoff. Mr. Sowers provided videos which showed the increased runoff from recent rains. He also provided photographs of the same. Christine Sowers 580 Cool Creek Road Wrightsville. Mrs. Sowers stated that she is concerned about traffic safety in the area. She stated that there have been numerous accidents at the intersection of Mount Pisgah Road and Cool Creek Road. She provided the example of a trash hauling tractor trailer that overturned. This accident caused a large amount of landfill leachate to spill onto her property. Mrs. Sowers also stated that the runoff from the school property is destroying her property and that the runoff will only increase. Laurie Lehman 6141 Lincoln Highway York. Ms. Lehman stated that she is concerned about traffic safety due to the traffic increasing. She also stated that the weather is a safety concern and cited a time this past winter where Almoney Road had not been plowed. She stated that she received a message from the school last year. In this message she was told that the school would be eliminating certain bus routes due to not being able to find drivers. She is concerned that students from certain areas may have long bus rides. She is also concerned that with the elimination of routes this will increase the number of personal vehicles transporting students which in turn increase the traffic concerns. Katina Snyder 5335 Lincoln Highway York. She stated that the vote on the conditional use should be tabled until the variance issues are resolved. Supervisor Conaway made a motion to approve the conditional use with the granting of the variances by the Zoning Hearing Board to meet the Conditional Use requirements. The motion was seconded by Supervisor Shillott and the motion passed unanimously.

### **Communications from Citizens**

Laurie Lehman 6141 Lincoln Highway York. She reported that during the recent rains her fields flooded. She is concerned that the retention basin at Alro Steel is failing. Jason Test, Zoning Officer, advised that he will contact Alro Steel.

Adrienne Johnson 4870 Libhart Mill Road. She referenced a letter that was issued to The Barn at Lavender Acre, 4865 Libhart Mill Road, on July 1, 2025. This letter advised that all operations must cease. There is a section that references that all signage and advertising must cease. Dr. Johnson stated that the Lavender Acres sign is still present and has a section that reads that the business is open. The Zoning Officer advised that he would verify the sign and contact the business owner if appropriate.

Dr. Johnson also stated that the exterior lights are on all the time and are disruptive at night. Again, the Zoning Officer stated that the information would be verified.

Justin Boccagno Lower Windsor. He asked the Board of Supervisors if a second estimate was obtained for the replacement of a motor in a police vehicle. He was advised that the estimate was from Den's Service Center who maintains the police fleet.

## Minutes Approval

Upon a motion by Supervisor Conaway, seconded by Supervisor Shillott, the meeting minutes from June 19, 2025 were approved. Motion carried 3 – 0, with Supervisor Otterbein abstaining from vote due to not being present at the meeting.

## Financial Reports

- A. Budget Report – June 2025 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the June 2025 Budget Report was approved. Motion carried 4 – 0.
- B. Treasurer's Report – June 2025 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the Treasurer's report for June 2025 was approved. Motion carried 4 – 0.
- C. Disbursements List – July 3<sup>rd</sup> & 17<sup>th</sup>, 2025 - Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the disbursements list for July 3<sup>rd</sup>, in the amount of \$37,359.77 from the Members 1<sup>st</sup> General Fund, \$1,818.89 from the State Fund, and \$618.48 from the Escrow Fund, along with the disbursement list for July 17<sup>th</sup>, in the amount of \$70,485.65 from the Members 1<sup>st</sup> General Fund, was approved. Motion carried 4 - 0.

## Manager & Solicitor Reports

Township Manager, Corina Mann:

- Stated that the Horn Farm is requesting to close Horn Road on September 20, 2025 from 7 a.m. to 5 p.m. for their PawPaw Festival. Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the request was approved. Motion carried 4 – 0.
- Provided a copy of a letter from the Pennsylvania Municipal League requesting a Board member be appointed as a Legislative Liaison. This was given as information for the Board to consider in the future.
- Provided a copy of the Therapy Dog Memorandum of Understanding between Sage and Eastern York School District. This is the same as previous agreement, just updated dates to match SRO contract. Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the Therapy Dog MOU was approved. Motion carried 4 – 0.
- Reminded the Board that National Night Out is August 5<sup>th</sup> and there will be a table for the Board as well as the EAC.
- Provided a copy of a thank you card from Wrightsville PTO for the donation of five helmets for May Day.
- Provided a copy of a thank you letter from York County Rail Trail for the donation of \$500.
- Provided a copy of the SPCA Municipal Work Group meeting notes.
- Provided a copy of PennDOT connects Freight Planning-Technical Assistance meeting packet and notes.
- Reported that the auditors have completed all work and are compiling the 2024 audit presentation.
- Reported that Mr. John Brenner, Executive Director of PA Municipal League, visited the township office and presented a 125<sup>th</sup> anniversary slate to the township as a member of the League.
- Reported that the two new employees have started and are doing great.
- Reported that the Fire Commission has started discussing ambulance service possibilities for next contract.

Solicitor:

No report.

## **Communications from Supervisors**

Supervisor Shillott reported that he is following up with stormwater issues that were brought to the Board's attention on Libhart Mill Road that are being caused by the retention pond on Scenic Lane.

## **Old Business**

None

## **New Business**

A. The next Board of Supervisors meeting will be August 21, 2025 at 6:00 p.m.

Supervisor Shillott made a motion to adjourn. Supervisor Conaway seconded the motion. Chairman Cox adjourned the meeting at 8:38 p.m.

Respectfully submitted,

Corina L. Mann  
Secretary