

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF September 4, 2025**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Chairperson David Cox. Supervisors Nedette Otterbein, Bill Conaway, Michael Shillott and Mark Myers were present in person. Corina Mann, Township Manager; Sarah Smith, Assistant to the Township Manager; Shane Coolbaugh, Code Enforcement Field Investigator and Solicitor Brad Leber were also present, in-person.

Chairperson Cox announced that there was no Executive Sessions held before tonight's meeting.

Agency, Departmental & Committee Reports

None

Public Hearing with Stenographer:

Z-2025-12:SWF Industrial Inc., 6287 Lincoln Hwy: Conditional Use for Expansion: LL-50

A conditional use application was submitted by SWF Industrial, represented by Barley Snyder LLP, seeking approval to expand its existing facility at 627 Lincoln Highway. The proposed project involves doubling the size of the current building, continuing the existing manufacturing and office use, adding a new access point via Blessing Lane, and constructing a gravel storage area for steel and supplies.

The applicant plans to use Transferable Development Rights (TDRs) to accommodate an increase in impervious surface due to the expansion. Mr. Ruff presented the site plan, which includes a detailed parking layout and the results of a traffic study indicating a current Grade A Level of Service, with no expected degradation as a result of the proposed development.

Wrightsville Municipal Authority has confirmed that there is sufficient sewer capacity for the project. Testimony from Mr. Reider, the company's Chief Operating Officer, indicated that the business currently employs approximately 110 hourly workers on staggered shifts. He also noted the expansion would increase paint booth and shop capacity.

Waste materials are responsibly managed, with donations made to local technical schools and oil waste disposed of in accordance with regulations. During the Board's discussion, it was clarified that gravel areas are considered impervious surfaces under current zoning regulations. No public comments were received regarding the application. Motion to approve the application was made by Supervisor Shillot and seconded by Supervisor Conaway. Motion carried unanimously, with the contingency noted by Supervisor Otterbein that the applicant must obtain the appropriate TDRs to address the impervious surface requirements.

Communications from Citizens

Christopher Tanczos, Watershed Specialist at York County Conservation District was present and discussed the Woody Debris Program. Bridget McAuliffe's property has woody debris which is affecting neighboring properties. The Woody Debris Grant allows a municipality to collaborate with York County Conservation District to remove debris if there is a serious situation and the property owner is unable to complete it themselves. Mr. Tanczos explained

the program and how the Township and YCCD would collaborate to get the debris removed. Manager Mann will brief Curtis Ferree, the Roadmaster, with information pertaining to the Public Works crew completing the removal and have him schedule a meeting with Mr. Tanczos to plan for the project. Upon a motion by Supervisor Otterbein and seconded by Supervisor Shillott, approval to proceed with the planning and the project was given. Motion carried unanimously.

Mr. Shindler and his attorney from Barley Snyder were present to discuss Poe Lane and the use of it by patrons from First Class Town Center. He stated the easement is for private use and counted vehicles within a given amount of time and it far exceeded private use. He is requesting a gate be placed at the opening so people cannot use the lane for exiting onto Lincoln Highway. Manager Mann gave a summary of what transpired between the time of the Land Development approval, through the violation finding and the overturn of Zoning Officer decision and on to the court system. Solicitor Leber was asked to discuss the parcel with Zoning Officer Test, review the Zoning Hearing Board decision overturning the zoning officer's decision and see if there is any current violation that should be dealt with.

Cara Monticchio addressed the Board and asked if there were any updates on the Lavendar Acres property, which there aren't any at this time. She also stated that she feels the approved plan and the plan submitted to do two phases are different plans and should be treated as such.

Planning and Zoning

Septic Waiver Request – Garry Lehman: 4923 Pleasant Valley Road: KK-34

Gary Lehman, the property owner at 4923 Pleasant Valley Road, submitted a request for a waiver of the septic system inspection requirement and the associated fee.

Mr. Lehman testified that the system was installed in 1990 but has never been connected or used. He stated that the property relies on well water and there is no evidence of the septic system ever having been in operation.

Corina Mann confirmed that an inspection would not be required unless there were signs of ground holes or other indicators of use or failure.

Following discussion, a motion to approve the waiver was made by Supervisor Otterbein, contingent upon the submission of photos showing the sand mound on the property. The motion was seconded by Supervisor Conaway. Motion carried unanimously.

Minutes Approval

- A. Upon a motion by Supervisor Conaway, seconded by Supervisor Shillott, the meeting minutes from August 21st, 2025 were approved, with changes. Motion carried unanimously.

Financial Reports

Disbursements List – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the disbursements list for September 3rd, in the amount of \$52,043.04 from the General Fund was approved. Motion carried unanimously.

Manager & Solicitor Reports

Manager Mann reported:

- The contract with the Police Association has been agreed upon. The final draft should be reviewed and ready for signing by the middle of September.
- The first contract renewal meeting with both Borough's was held. The next meeting is scheduled for two weeks out.

Communications from Supervisors

The Board of Supervisors went through the list of Goals and Objectives, discussing various points, adding tasks and also discussing the completion of tasks. See attached list for updated Goals and Objectives.

Old Business

None

New Business

A. The next Board of Supervisor meeting will be held on September 18th at 6:00 p.m.

Chairperson Otterbein adjourned the meeting at 8:00 p.m.

Respectfully submitted,



Corina L. Mann
Secretary