

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF May 18, 2023**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Chairman Todd Trimmer who led the Pledge of Allegiance. Supervisors William Conaway, Dave Cox, and Nedette Otterbein were present, in person. Also present was Corina Mann, Manager; Brad Leber, Solicitor; Rachel Vega, Zoning Officer; Chad Peters, Engineer; and Dorinda Nordsick, Admin/Finance Coordinator.

Supervisor Trimmer announced there was an Executive Session held prior to meeting to discuss legal and personnel matters.

Agency, Departmental & Committee Reports

- A. **Police** – Chief Pollock submitted a written report for April. During the month of April there were a total of 623 calls with 13 reported accidents, 24 criminal charges, 72 traffic citations and 74 traffic warnings. All patrol cars received new in car computers and tracking devices during the month. K9 Officer Carpenter and Sergeant Test attended classes, and the department, along with the fire departments, escorted the Eastern Lacrosse teams while they cleaned up trash along the side of Lincoln Highway.
- B. **Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for April. During April, the department responded to 58 calls of which, 33 were in Hellam Township. In comparison, last year there were 36 calls of which 15 were in Hellam Township. There were no automatic fire alarms reported during the month. The department attended training on Fundamentals of Fire Dynamics, Emergency Vehicle Driver, Strategy and Tactics of Fire Dynamics, and Pump Operations 1. The Chief Officers attended the quarterly Emergency Services meeting and members assisted with traffic control during the annual Eastern York Lacrosse highway cleanup on Lincoln Highway. Chief Strittmatter also expressed appreciation for the support of the burn ban that was put in place during the month of April and said they will continue to monitor conditions and provide recommendation if another burn ban is needed in the future.

Wrightsville Fire Company/Station 41 – No report.

- C. **Ambulance** – During the month of April, there was a total of 52 calls in Hellam Township. There were 46 Advanced Life Support calls, 13 Basic Life Support calls, and 69 Intermediate Advanced Life Support calls. Dispatch to en-route time was an average of 1.52 minutes. There was an Awards Ceremony at the Wrightsville Borough Council meeting for Emergency Personnel who assisted during a cardiac arrest save. Mr. Adam Marden announced that the week of May 21st through May 27th is EMS week.
- D. **Emergency Management** – During April EMC Eaton observed an LSU Rescue Taskforce training hosted by Harford County Maryland Office of Emergency Management and attended the Hellam Township quarterly emergency services meeting. The report also had a list of upcoming initiatives.
- E. **Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for April. During the month of April, the department completed street sweeping throughout the Township, finished prepping, priming, and painting the steel beams and hand rail on the Old Church Lane bridge, started the second full pipe replacement on Wallicks Road, and road side mowing was started at intersections for safety. The department also ran routes several times to clean storm boxes and debris off roadways, prepped two trucks for PA safety inspection, and assisted Kreutz Creek Library with their semiannual book fair held at the Public Works building April 28th and 29th. They replaced

street signs and sign posts on various roadways, completed two stormwater inspections, and responded to 79 PA one calls.

- F. **Zoning** – Zoning Officer, Rachel Vega, provided a written report for April. During April, there was a total of 13 permit applications received and 12 permits issued. There were two new complaints with two resolved and five carried over. District 1 is 94% complete for pumping and District 2 is 31% complete. There was also a list of ongoing Zoning and SALDO cases.
- G. **Environmental Advisory Council** – The EAC provided a copy of their meeting minutes from their May 8th meeting. Items discussed were meeting agendas, membership update, National Night Out, Pollinator Celebration, no mow, Kreutz Creek update, and public information articles. Ms. Phyllis Koster requested that the flyer regarding the Kreutz Creek be posted on Engage and Facebook. She also would like to post it at Barshinger Fields and send out a postcard to residents. The Board agreed to her requests and Supervisor Otterbein also recommended posting at Kreutz Creek Library and Flinchbaugh’s Orchard.
- H. **Eastern York Sewer Authority** – Minutes from the Authority’s March 27, 2023 meeting were provided. Total expenses for March 2023 were \$287,015.19, with \$162,222.50 for the 2016 Bank Note.
- I. **Eastern York Recreation Authority** – Provided a copy of their May 2023 Director’s Report. Supervisor Cox stated that the Rec Authority received some donations for the pour and play cover for the playground at Barshinger Fields, but they were around \$20,000 short and asked if the Township was willing to donate. Upon a motion by Supervisor Cox, seconded by Supervisor Otterbein, a donation of no more than \$21,000 from the Recreation Fund, was approved with the condition that all requested paperwork be turned in to the Township. Motion carried 4 – 0.

Communications from Citizens

Ms. Katina Snyder asked if there was an update on Bentley Farms. Ms. Vega reported that everything has been completed and the Final Occupancy Permit was released.

- A. Stormwater Task Force Update Presentation: Sally Holbert, from CWQE; and Emily Mercurio, from CivicMapper, were present via Zoom. Mr. Mike Shillott was present in person. (See attached handouts).

Planning and Zoning

None

Planning Commission

- A. Draft minutes from the May 11, 2023 meeting were provided.

Minutes Approval

Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the minutes from the April 20, 2023 meeting were approved. Motion carried 4 – 0.

Financial Reports

- A. Budget Report – April 2023 – Upon a motion by Supervisor Cox, seconded by Supervisor Conaway, the April 2023 Budget Report was approved. Motion carried 4 – 0.
- B. Treasurer’s Report – April 2023 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, the April 2023 Treasurer’s Report was approved. Motion carried 4 – 0.

- C. Disbursements Lists – May 4th and 18th, 2023 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Trimmer, the May 4th and 18th, 2023 disbursement lists, were approved. Motion carried 4 – 0.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Reported that Savvy Citizen and Engage are live and would like the word spread to have residents sign up.
- Thanked Ms. Rachel Vega for being the Township Zoning Officer for the last eight years and for all she's done for the Township. She wished her well in all of her future endeavors.

Solicitor, Brad Leber:

- None

Communications from Supervisors

Supervisor Otterbein said Mr. Shillott, Ms. Mann, and herself would be meeting next week with York County Planning Commission Transportation to talk about PennDot and what needs to be done to complete a corridor study as a start to the Regional Comp Plan. She also stated that a flood plain map is being worked on to educate and notify residents who are in the floodplain and what their responsibilities include.

Supervisor Conaway reported that the Planning Commission is working on the final draft of the Short-Term Rental Ordinance and Fee in Lieu Of will be the next ordinance that they will work on.

Supervisor Trimmer reported that he will be out of the country until July 19th and Supervisor Conaway will be running the meetings until his return.

Old Business

None

New Business

- A. Resolution 2023-11: America250PA, Semi Quincentennial support - Upon a motion by Supervisor Cox, seconded by Supervisor Conaway, Resolution 2023-11, was approved. Motion carried 4 – 0.
- B. Resolution 2023-12: Planning Module – Witmer Automation - Upon a motion by Supervisor Otterbein, seconded by Supervisor Conaway, Resolution 2023-12, was approved. Motion carried 4 – 0.
- C. The next Board of Supervisors meeting will be held June 1, 2023, at 6:00 p.m.

Chairman Trimmer adjourned the meeting at 7:23 p.m.

Respectfully submitted,

Corina L. Mann
Secretary