



DEPARTMENT OF POLICE  
**HELLAM TOWNSHIP**

44 Walnut Springs Rd  
York, PA 17406

2A

**Douglas Pollock**  
Chief of Police

EMERGENCY: 911  
OFFICE: (717) 434-1310  
FAX: (717) 434-1320

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## Hellam Township Report October 2023

	Hellam Township	Hallam Borough	Wrightsville Borough	Total
Calls	393	100	124	617
Accidents	24	1	3	28
Criminal Charges	15	1	15	31
Traffic Citations	58	9	12	79
Traffic Warnings	31	11	9	51

Patrol Mileage	10821 Miles		
	Time in:		Response Time
Hallam Borough	146 Hrs. 39 Mins.		3 Min 11 Sec
Wrightsville Borough	302 Hrs. 24 Mins.		3 Min 29 Sec

*All times listed above do not include any administrative, investigative, follow up or court time.*

### Additional Information:

- Myself, LT. Heistand, Sergeant Golder, and Duane Ness from MProtective attended a one-day class at the York County 911 center called Crisis Management for School Based Incidents.
- The second half of the department completed weapon qualifications.
- The department received a very generous donation from Don's Kawaski and Polaris. This money was used to purchase three "door breaching kits" which will be stored in the patrol cars. We also purchased new medical supplies for trauma style injuries which will be used to stock our "go bags" which are also stored in the patrol vehicles.



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- Officer Crater attended a four-day Field Training Officer class.
  - The department attended "Trunk or Treat" at both Wrightsville Elementary and Kreuz Creek Elementary School. We handed out one thousand of our world-famous cups stocked with candy and a K9 Sage baseball card. I think we went through half of a shopping cart full candy.
  - Officer Phillips attended a week-long hand to hand fighting tactics instructor course. It is mandatory for every Officer to receive this training annually in house. Detective Mills was our instructor Officer Phillips will now handle this responsibility for the department.

Respectfully,

A handwritten signature in black ink, appearing to read "J. Douglas Pollock", written over a light blue horizontal line.

**Chief J. Douglas Pollock**

**INTERGOVERNMENTAL COOPERATION AGREEMENT  
ESTABLISHING THE EASTERN YORK MULTI-MUNICIPAL  
EMERGENCY FIRE SERVICES COMMISSION**

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_, 2023, (the "Effective Date") by and between **HALLAM BOROUGH**, a municipal corporation and Pennsylvania borough organized and existing within the laws of the Commonwealth of Pennsylvania with an office at 250 West Beaver Street, Hallam, PA 17406; **HELLAM TOWNSHIP**, a municipal corporation and Pennsylvania second class township organized and existing within the laws of the Commonwealth of Pennsylvania with offices at 35 Walnut Springs Road, York, PA 17406; **WRIGHTSVILLE BOROUGH**, a municipal corporation and Pennsylvania borough organized and existing within the laws of the Commonwealth of Pennsylvania with an office at 601 Water Street, Wrightsville, PA 17368, together, the three municipalities are sometimes referred to herein as the "**MUNICIPAL PARTIES**"; and **FRIENDSHIP FIRE COMPANY OF HALLAM PENNSYLVANIA**, a Pennsylvania non-profit corporation serving as a volunteer fire department with a Station located in Hallam Borough; and **WRIGHTSVILLE STEAM FIRE ENGINE AND HOSE COMPANY NO. 1**, a Pennsylvania non-profit corporation serving as a volunteer fire department with a Station located in Wrightsville Borough (together, the two fire companies are sometimes referred to herein as the "**FIRE COMPANIES**"), is being entered into to create the Eastern York Multi-Municipal Intergovernmental Fire Service Commission for the purpose of ensuring the long term sustainability of fire and emergency medical services for each of the party municipalities and their collective residents.

WHEREAS, the **MUNICIPAL PARTIES** are comprised of three (3) municipal corporations and two (2) non-profit volunteer fire departments located in the eastern portion of York County, Pennsylvania; and

WHEREAS, the **MUNICIPAL PARTIES** are governed by Pennsylvania law - more specifically, **HALLAM BOROUGH** and **WRIGHTSVILLE BOROUGH** are governed by the Pennsylvania Borough Code (8 Pa.C.S. Section 101 et seq.); and **HELLAM TOWNSHIP** is governed by the Pennsylvania Second Class Township Code (53 Pa.C.S., Chapter 141, Section 65101 et seq.); and

WHEREAS, under their respective governing codes, the **MUNICIPAL PARTIES** have a legal duty to ensure that fire and emergency medical services are provided within their respective municipality. (8 Pa.C.S., Section 1202 (56) of the Borough Code and 53 Pa. C.S. Section 66553 of the Second Class Township Code); and

WHEREAS, the **MUNICIPAL PARTIES** have historically provided fire and emergency medical services through formal and informal cooperation with the **FIRE COMPANIES**, providing financial and material assistance within their discretion; and

WHEREAS, over the past decade, the **FIRE COMPANIES** have experienced a decrease in the number of active volunteers and a growing need for revenue to fund their operations; and

WHEREAS, the loss of active volunteers and the lack of revenue have made it increasingly difficult for the **FIRE COMPANIES** to respond to fire and emergency medical calls in the speed and manner desired; and

WHEREAS, the **FIRE COMPANIES** are exploring different ways of improving the provision of fire and emergency medical services; and

WHEREAS, the **MUNICIPAL PARTIES and the FIRE COMPANIES** desire to work together to ensure the long-term sustainability of the best possible fire and emergency medical services for each of their respective municipalities and for the entire region; and

WHEREAS, the **MUNICIPAL PARTIES and THE FIRE COMPANIES** desire to form a multi-municipal emergency services commission for the specific purpose of determining the needs of the community and evaluating the available options of servicing those needs; and

WHEREAS, the **MUNICIPAL PARTIES** recognize that the coordination of services would enable each municipality to minimize its costs; and

WHEREAS, the Intergovernmental Cooperation Act, 53 Pa.C.S.A. §2301, et seq., permits municipalities to enter into agreements to cooperate in the performance of their respective functions, powers or responsibilities. See also Borough Code, 8 Pa. C.S. Section 1202 (24), and Second Class Township Code 53 Pa. C.S. Section 66507; and

WHEREAS, joint agreements are authorized by 53 Pa C.S.A. §2301, and local governments may enter into intergovernmental cooperation agreements with another local government upon the passage of a resolution by its governing body; and

WHEREAS, the **MUNICIPAL PARTIES** desire to enter into an Agreement whereby they will jointly and in conjunction with one another and with the **FIRE COMPANIES** establish and authorize participation in the Eastern York County Multi-Municipal Emergency Services Commission.

NOW, THEREFORE, with the foregoing background incorporated herein by reference and made a part hereof, and in consideration of the mutual promises and obligations set forth herein, and intending to be legally bound hereby, the **MUNICIPAL PARTIES and the FIRE COMPANIES** agree as follows:

1. The **MUNICIPAL PARTIES** hereby establish the Eastern York Multi-Municipal Emergency Services Commission (hereinafter the “Commission”).

2. The **MUNICIPAL PARTIES** hereby agree that each **MUNICIPAL PARTY** and each **FIRE COMPANY** shall have one (1) vote with respect to all Commission actions and decisions.

3. As more fully set forth in Exhibit A, attached hereto and incorporated herein by reference, the **MUNICIPAL PARTIES and THE FIRE COMPANIES** will each assign two representatives to serve on the Commission (each Municipality – one Board/Council member and one appointee; each Fire Company – Fire Chief and President) and to participate in meetings on behalf of their respective municipality/department and make recommendations back to each governing body and department for approval. The Commission will be empowered to seek professional services through a 3<sup>rd</sup> party consultant to assist in preparing a long range plan for emergency services for the region in compliance with Pennsylvania law and municipal purchasing codes.

4. The **MUNICIPAL PARTIES** and the **FIRE COMPANIES** agree to participate in meetings and to communicate with each other as necessary to maximize the effectiveness of the Commission.

5. The term of this Agreement shall be for a period of one (1) year commencing with the Effective Date set for the above. This Agreement shall be automatically renewed for an additional term of one (1) year at the conclusion of the initial term, and at the conclusion of each renewal term thereafter, and shall be deemed to be terminated upon the withdrawal of at least two (2) **MUNICIPAL PARTIES** or the withdrawal of one (1) **FIRE COMPANY** under Section 7 below.

6. Any party hereto may withdraw from this Agreement by notifying the Commission and the other parties in writing of its intention to withdraw at least ninety (90) days before the expiration of any current term hereof.

7. This Agreement shall be interpreted and governed by the laws of the Commonwealth of Pennsylvania.

8. This Agreement may be amended only by written instrument signed by all of the parties.

9. All meetings of the Commission shall be advertised and open to the public.

10. The provisions of this Agreement are severable, and if any section, sentence, clause, part or provision hereof shall be held to be illegal, invalid or unconstitutional by any Court of competent jurisdiction, such decision of the Court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Agreement. It is hereby declared to be the intent of the governing bodies of each participating municipality that this Agreement would have been entered into if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

11. The governing body of each **MUNICIPAL PARTY** has enacted, or shall enact, a Resolution, prior to the Effective Date set forth above, and pursuant to and in accordance with this Agreement, for the purpose of authorizing and effectuating this Agreement.

13. The governing body of each **FIRE COMPANY** has adopted, or shall adopt, a Resolution, prior to the Effective Date set forth above, and pursuant to and in accordance with the terms of this Agreement, for the purpose of authorizing and effectuating this Agreement.

IN WITNESS WHEREOF, the undersigned municipality/department enters into this Agreement as of the Effective Date set for the above.

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HALLAM BOROUGH

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WRIGHTSVILLE BOROUGH

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HELLAM TOWNSHIP

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FRIENDSHIP FIRE COMPANY OF  
HALLAM, PENNSYLVANIA

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WRIGHTSVILLE STEAM FIRE ENGINE  
AND HOSE COMPANY NO. 1

## EXHIBIT A

### A. Membership.

The Eastern York Multi-Municipal Emergency Services Commission shall be composed of two (2) members of the governing body of each participating municipality, one of which must be an elected official and the other an appointee of the elected body. They will be appointed for a one (1) year term by the governing body at its first meeting in January of each calendar year. The initial members of the Commission shall be appointed by the governing bodies within thirty (30) days from the execution of this Agreement. There will be two members from each fire department, one will be the Fire Chief and the other the President.

### B. Meetings.

The Commission shall meet at times to be selected by the members of the Commission but not less than at least once a month.

### C. Voting.

All actions by the Commission shall be taken by majority vote of the parties, with each party having one (1) vote. In the event that there is a tie vote upon a particular item, any member municipality may request that the issue be mediated.

The Borough Code  
8 Pa. C.S., Section 1202, Specific Powers

(35) To purchase or contribute to the purchase of fire engines and fire apparatus, boats, rescue and lifesaving equipment and supplies for the use of the borough for fire, rescue and lifesaving services, including community ambulance service, and to appropriate money for fire companies and rescue units located within the borough, including for the construction, repair and maintenance of buildings for fire companies and rescue units, and to acquire land for those purposes.

Appropriations may include funds to establish, equip, maintain and operate lawfully organized or incorporated fire training schools within the county or regional firefighters' associations or an entity created pursuant to 53 Pa.C.S. Ch. 23 Subch. A for the purpose of giving instruction and practical training in the prevention, control and fighting of fire and related fire department emergencies to the members of fire departments and volunteer fire companies in any municipal corporation within this Commonwealth. Annual appropriations may also be made to an ambulance service, or council may enter into contracts for use in providing community ambulance service.

(56) To ensure that fire and emergency medical services are provided within the borough by the means and to the extent determined by the borough, including the appropriate financial and administrative assistance for these services. The borough shall consult with fire and emergency medical services providers to discuss the emergency services needs of the borough. The borough shall require any emergency services organization receiving borough funds to provide to the borough an annual itemized listing of all expenditures of these funds before the borough may consider budgeting additional funding to the organization.

The Second Class Township Code  
53 Pa. C.S., Chapter 141

Section 66528. Ambulances and Rescue and Life Saving Services - The board of supervisors may acquire, operate and maintain motor vehicles for the purposes of conveying persons to and from hospitals, and it may appropriate moneys toward ambulance and rescue and life saving services and make contracts relating thereto.

Section 66553. Emergency Services -

(a) The township shall be responsible for ensuring that fire and emergency medical services are provided within the township by the means and to the extent determined by the township, including the appropriate financial and administrative assistance for these services.

(b) The township shall consult with fire and emergency medical services providers to discuss the emergency services needs of the township.

(c) The township shall require any emergency services organizations receiving township funds to provide to the township an annual itemized listing of all expenditures of these funds before the township may consider budgeting additional funding to the organization.



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FRIENDSHIP FIRE COMPANY OF HELLAM  
YORK COUNTY STATION 21

November 2023 Report

Hellam Fire Company

For the month of October, the Hellam Fire Company responded to 36 calls with 20 (56%) in Hellam Township. Year to date for 2023, we responded to 438 calls with 215 (49%) in Hellam Township. Last October, there were 55 calls with 21 (38%) in the Township and 441 calls year to date with 207 (47%) in the Township. There were six automatic fire alarm reports submitted this month.

Last month members attended training on Hazmat Operations and Interior Firefighter. I attended a meeting regarding the Active Shooter planning in the Eastern York EMA region.

Numerous fire prevention events were held last month. We visited Kreutz Creek Elementary and had visits to the Fire Station from six preschool classes. We also attended the trunk or treat at Kreutz Creek Elementary and hosted our annual haunted house for trick or treat in Hallam.

Our first four sets of turnout gear to the new specification and from a new manufacturer were received and put in service for evaluation. Time from order to receipt was 60 days, significantly less than the 11 months from our previous supplier. In addition, there is a 12% cost savings from this new supplier.

Our 100th Anniversary was celebrated October 14th with a parade, reception at the Fire Station, and a formal housing of Engine 21-2.

Respectfully,



Eric Strittmatter

Chief, Hellam Fire Company

Penn State Health Life Lion LLC 2023 Eastern York County

	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Avg
<b>Response Times (Average in Minutes)</b>													
<b>All Levels Responses</b>													
Dispatch to Enroute	2:01	1:51	01:05.4	1:52	2:03	1:59	1:49	2:09	1:47	1:59			
Enroute to Arrive	11:08	10:59	10:26	9:52	10:54	9:55	10:00	11:25	10:47	11:10			
Dispatch to Arrive at Scene	13:09	12:01	11:08	11:04	12:57	11:14	11:49	13:58	11:94	12:69			
On Scene	17:31	20:16	18:53	17:26	17:51	15:50	18:22	18:48	16:57	17:42			
<b>Total Call Time</b>	1:15	1:12	1:22	1:15	1:11	1:15	1:16	1:13	1:12	1:10			
<b>Dispatch By Service Level Request</b>													<b>Avg YTD Total</b>
Class I (ALS)	61	54	57	84	64	62	74	66	73	85			
Class II (BLS)	14	19	17	11	10	20	10	16	16	9			
Class III (BLS No Lights or Sirens)	33	32	19	33	33	26	32	37	35	39			
Total Calls Covered by SVEMS-41	108	105	93	128	107	108	116	119	122	133			
Total Covered by Other SVEMS Units	7	1	2	6	3	4	10	15	6	6			
Total Mutual Aid Calls Covered by Other													
<b>Response Outcome</b>													<b>Total</b>
Treated and/or Transported	71	63	66	87	68	66	71	75	82	73			
Call Cancelled	16	20	17	20	25	16	24	29	25	23			
DOA	1	1	1	2	2	1	1	3	1	2			
Refused without evaluation	3	7	2	2	2	5	1	3	1	11			
Treatment/No Transport	10	13	6	13	9	13	14	8	11	14			
Patient Care Transferred	5	5	1	6	1	2	2	1	2	3			
Assist Agency							2	0	0	6			
Standby	2	2	1			1	2	1	0	1			
<b>Total No Transport</b>	37	27	27	39	38	45	44	40	54	54			
<b>Response Service Level Outcome Type</b>													<b>Total</b>
ALS (Advanced Life Support)	44	36	41	46	38	32	38	41	30	51			
BLS (Basic Life Support)	59	65	46	13	65	68	9	71	84	76			
IALS (Intermediate Advanced)	5	4	6	69	4	8	69	7	8	6			
<b>Destination Hospitals</b>													<b>Total</b>
Lancaster General Hospital	20	11	14	19	16	28	15	19	23	16			
UPMC Lititz					1								
Memorial Hospital	10	15	13	18	12	6	9	9	9	13			
York Hospital	39	33	38	45	32	36	40	44	42	40			
LMC		6	1	5	7		7	3	7	9			
HMC										1			
Women's & Babies Hospital	2												
<b>Response By Municipality</b>													<b>Total</b>
Columbia Borough	11	9	1	13	12	12	18	11	11	18			
East Manchester Township								3					



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**Emergency Management Report**

**October 2023 Report**

Events Attended

- 1. EMC Eaton attended Mitigation for Emergency Managers on September 10 and September 16.
- 2. EMC Eaton attended Search and Rescue Exercise at Wizard Ranch on September 17.
- 3. September 20 the Active Shooter Committee met at Lower Windsor Township
- 4. On September 30 EMC attended the Boy Scouts Wizard Safari at Wizard Ranch

Upcoming Initiatives

- 1. In 2024 the Emergency Operations Plan will need to be updated. EMA staff will begin meeting to review the EOP and develop response plans for identified natural or man-made disasters common to the area.
- 2. A Disaster Recovery plan is being developed and a rough draft will be provided to the eastern York County Emergency Management Board in November.

Hellam Township Public Works  
Monthly Report  
October 2023

- Road side mowing is completed for the season throughout the Township.
- Worked on Sunrise Avenue digging out bad sections of blacktop and installing new a stone base and blacktop.
- Cleaned up dumped tires on Chimney Rock Road.
- Crack sealing was completed on various roads throughout the township. Applied approximately 4,500 pounds of crack seal material.
- Continuing to grade and add stone on our stone roads as needed.
- Ran routes several times and cleaned storm boxes and debris off roadways.
- General maintenance was performed on tractor 201
- Completed 5 stormwater inspections.
- Responded to 46 PA One calls.

# Zoning Department Summary October 2023

<b>PERMIT APPLICATIONS: (Prior year listed in ( ))</b>	
<ul style="list-style-type: none"> <li>• Received: 20 <b>(9)</b></li> <li>• Issued: 20 <b>(8)</b></li> <li>• In process: 0</li> </ul>	<ul style="list-style-type: none"> <li>• Denied: 0</li> <li>• YTD Issued: 143 <b>(139)</b></li> </ul>
<b>COMPLAINTS:</b>	
<ul style="list-style-type: none"> <li>• Complaints/violations: 0</li> <li>• Resolved: 1</li> </ul>	<ul style="list-style-type: none"> <li>• Carried Over: 2</li> </ul>
<b>ZONING CASES:</b>	
Z-2023-12 Moore 1250 Shore Ln PC-10/12/23 & ZHB-10/24/23 <b>Denied</b>	
<b>SALDO CASES:</b>	
<ul style="list-style-type: none"> <li>• <b>SL-21-03:</b> Spagnola (SD); In-House 9/21/21</li> <li>• <b>SL021-05:</b> Witmer Automation, LD; In-House 11/16/21; PC 6/9/22; BOS 7/21/22 <b>Conditional Approval</b></li> </ul>	
<ul style="list-style-type: none"> <li>• <b>PENDING ORDINANCES/RESOLUTIONS:</b></li> </ul>	

OLDS	1	2	3	4
REPORT YEAR	2022	2023	2024	2025
Pumped	385	211	42	0
New System	1	3		0
Exemption	4	2		0
Vacant/Fore	1	0		0
Total	391	216	42	0
# OLDS/District	405	345	294	0
% Complete	97%	63%	14%	0
Issues identified				

**NOTE:**

- District 1** –
- District 2** – Reminder postcards mailed 9/7/23,
- District 3** – Reminder postcards to be mailed January 2024
- District 4** –

**Septic Permits Issued –**

- 504 Dogwood Drive Tank Replacement
- 107 Chelsea Way Pipe Replacement

**Exemption Requests –**

- 122 Bairs Mill Road (received 10/25)

<p><b>Notification Schedule</b></p> <ul style="list-style-type: none"> <li>- January '24: District 3 Initial Letter</li> <li>- January '24: District 2 Final Postcard Reminder</li> <li>- Spring '24: District 2 Final Notice Letter</li> <li>- Summer '24: District 3 Reminder Postcard</li> </ul>
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**HELLAM TOWNSHIP ENVIRONMENTAL ADVISORY COUNCIL**

**October 1, 2023**

**6:00 PM**

**Hellam Township Building**

**Members Present:** Judy Bono, Carolyn Fetrow, Phyllis Koster, Kate Nopulos, Judith Mueller, Ed Hamm, Bill Zeigler, Audrey Russin (advisor to EAC)

**Guests:** Jan Henderen.

**Public comment:** None

FYI: Township will send a test emergency alert text on Wednesday at 2:20 to residents.

**Rain Garden:**

- No more spraying—Jessica Cerillo from rec department confirms. Need, however, to keep weeds down to maintain this.
- No need to weed until next spring. Will do additional plantings in the spring as well.
- Another rain barrel would help with overflow hose to drain into garden.
- Existing, painted rain barrel has structural feature that prevents it from filling. Ed volunteers to fix it, create a plug to stop that flow.

**Tree Planting:**

- Planting this fall isn't happening because property owner fell ill.
- Owl Valley resident Ann Kostas will plant numerous flowering dogwoods.
- Carolyn has trees, which Phyllis reports the Lancaster Conservancy can use.
- Ed suggests contacting Cool Creek Golf course, which has creek running through, with flooding and erosion problems.

**Strategic Plan:** Judith will update monthly, based off of meeting minutes.

**DEP Public Hearing**—Wednesday, October 4, 2023 from 6:00-8:00 PM at the Lower Windsor Township Community Center's Gymnasium located at 2425 Craley Road, Wrightsville, PA.

**New Business:**

Trees from Seed—Facebook initiative to gather seeds from native hardwoods to disperse in hospitable places. EAC will publicize on social media.

**Strategic Plan:** Judith will update monthly, after each meeting.

**Environmental Resource Inventory:** Created by EAC under June Evans's leadership.

Includes site design review—which will resume with Twp sending plans to EAC for review.

**Meeting times:** maintain August off. Next year, meet first Monday in October and November.

**Susquehanna Riverlands State Park,** October 24 meeting for stakeholders at Columbia Crossing—ask Corina if interested. Carolyn will enquire and report back.

**Newsletter:** is forthcoming, and Kate wants to know which piece we'd like published in the December issue—recycling opportunities. EAC needs a blurb about its work as well. Due Oct. 20.

EASTERN YORK COUNTY SEWER AUTHORITY

4 West Market Street  
Hallam, Pennsylvania 17406  
Telephone (717) 252-2797 - Fax (717) 252-1145

MINUTES OF 25 SEPTEMBER 2023 MEETING

ATTENDANCE:

Board Members

Barry D. Miller, Chairman  
Gary W. Dube, Vice-Chairman  
Dean D. Mackley, Treasurer  
Howard W. Gromling, Jr., Assistant Treasurer  
Carl G. Newcomer, Jr., Secretary  
Robert L. Schlosser, Assistant Secretary

Consultants/Staff

Nathan J. Hardman, P.E., C.S. Davidson, Inc.  
Nathan Schaeffer, ARRO Wastewater Operations  
Chastity A. Polonikas, Executive Secretary

At 7:00 p.m. Chairman Miller called the 25 September 2023 meeting of the Eastern York County Sewer Authority to order.

RECOGNITION OF PUBLIC

To a question from Chairman Miller, Mr. Ricky Garner stated that he had no comments. Ms. Sherry Myers advised that Mr. James McDaniel, Jr. was searching for rancher style home for his stepmother in Hallam Borough or Hellam Township.

APPROVAL OF MINUTES

The Minutes of 28 August 2023 were unanimously approved.

OLD BUSINESS:

WWTP:

Operator's Report:

Discharge Monitoring Report: The monthly report was prepared and submitted electronically (eDMR) for August 2023. EYCSA was in full compliance of its NPDES Permit and there were no violations for the period of August 2023.

Security Gate at WWTP: Mr. Schaeffer advised that he just visited the WWTP to check on the security gate and noted that it definitely needs to be serviced. It is currently working, however, the chain has too much slack in it and needs to be tightened up. It also needs to be lowered, as the chain jumps up and hits the box when you first open the gate. The belt on the inside of the box needs replaced, as it is very worn. The Board voted and unanimously approved having Ms. Polonikas contact Security Fence Co. to schedule the service. To a question from Ms. Polonikas, Mr. Miller commented that Ms. Polonikas should request a quote from Security Fence Co. for six (6) new gate openers.

Aqua Filter Cleaning: Mr. Schaeffer explained that upon taking apart and cleaning Aqua Filter #2, it wasn't that bad, even though it gets more flow than Aqua Filter #1. He noted that the vacuum went up shortly after that cleaning. When Mr. Schaeffer deep cleaned (with hypo) Aqua Filter #2, the vacuum went back down. He's now noticing that when he deep cleans Aqua Filter #1, the vacuum goes down and questioned whether or not EYCSA wants ARRO to take apart and clean Aqua Filter #1. He commented that he really doesn't think it's necessary since Aqua Filter #2 wasn't that dirty and the deep cleaning seems to be working efficiently. The Board agreed and Mr. Miller stated that EYCSA will follow ARRO's recommendations regarding the cleanings. To a question from Mr. Hardman, Mr. Schaeffer advised that ARRO is tracking the cleanings via their daily log books.



Air Diffusers: Mr. Schaeffer confirmed that he's almost finished repairing the air diffuser that's currently pulled. He explained that the bottom brackets are done and the top brackets are made and need welded back on. He changed out the top male hose connecter (aluminum) and stated that he's having difficulties finding a new hose, as they're normally sold by the foot with no couplings. After researching, Mr. Schaeffer found the best price for a 20-ft, 3-in hose with couplings is on the VARco website. After a brief discussion regarding hose specifications, the Board voted and unanimously approved having Ms. Polonikas order the 20-ft, 3-in hose with couplings from the VARco website. Mr. Schaeffer commented that as soon as the hose comes in he'll re-install the repaired air diffuser.

To a question from Mr. Miller, Mr. Schaeffer stated that he already purchased grease for the winches which raise/lower the air diffusers.

Operator Updates: Mr. Schaeffer commented that the Operator's performance has seemed to improve, as the WWTP is looking cleaner. Mr. Miller noted that he directed the Operator to complete two tasks, which were done. Mr. Schaeffer stated that ARRO addressed the performance issues with the Operator, which seemed to do the trick.

Non-Routine Service Charge: Mr. Miller questioned two charges on the August ARRO Water Services invoice; one for BFPE to inspect and service the fire extinguishers and the other for Met Ed to test the meter. Mr. Newcomer was present for the BFPE visits and there's no need for someone to be present for Met Ed to test the meter. Ms. Polonikas and Mr. Schaeffer will inform ARRO of the issue and request a \$75.00 reimbursement for the charges. There was a brief discussion regarding how ARRO calculates their mileage charges. Mr. Miller and Mr. Mackley noted that it's not very clear what the mileage charges are for on the invoice and commented that the charges seem high.

Ms. Polonikas asked Mr. Schaeffer if she could email him the monthly ARRO invoices for review to ensure accuracy and Mr. Schaeffer advised that would be fine. He noted that Delta Borough Municipal Authority has him review their invoices, as well.

Underground Valves: Mr. Schaeffer stated that he'd get the underground valves dug up/uncovered in the very near future, since the weather has cooled down.

### Engineer's Report:

Freysville Rd Paving Project: Mr. Hardman advised that he's been working with Ms. Polonikas on the partial reimbursement from PennDOT for the Freysville Rd Paving Project. He commented that C. S. Davidson, Inc. is trying to be conscious of their time spent on the project in an effort to make the reimbursement as much as possible. Ms. Polonikas provided some brief updates and Mr. Hardman noted that this topic will come up again later on in the Agenda.

Campbell Rd Pump Station: Mr. Hardman stated that Envirep, Inc. finally responded back with a quote for an Eradicator Wear Plate, i.e. an attachment that goes off the impeller with "cutter teeth" that cuts up rags and debris as the impeller spins. Mr. Hardman went on to explain that he's unsure if this would prevent the issues EYCSA is having, as the rags seem to be moving through the pumps and getting clogged up on the check valves. Mr. Miller noted that EYCSA will wait to see how long it goes before there's another clog. He commented that EYCSA can monitor the amount of debris in the wet well in the meantime. If the Eradicator Wear Plates eliminate the cleanings altogether, then they'd paid for themselves over time. Mr. Schaeffer stated that currently, there's one big ball of debris that's been there for at least a few weeks. He added that there doesn't seem to be any buildup around the edges of the wet well, however. Mr. Hardman confirmed that it would be approximately \$3,000.00 for the Eradicator Wear Plates, as EYCSA would need two [one for each pump].

Mr. Miller brought up that there's some variation in the readings on the meters on the pumps at Campbell Rd Pump Station. He asked Mr. Hardman if that should be of concern. Mr. Hardman and Mr. Schaeffer asked a few questions and Mr. Schaeffer advised that he'd take a look at the meters next time he's at Campbell Rd Pump Station.

**Solicitor's Report:**

**Board Meeting Attendance Pay Increase:** Ms. Polonikas advised that she sent letters to Hallam Borough and Hellam Township [on September 21, 2023] requesting their approval/Resolutions for EYCSA to increase their Board Meeting attendance pay from \$150.00 per meeting to \$175.00 per meeting. Ms. Polonikas noted that she hasn't received any responses back yet from Hallam Borough or Hellam Township.

**Administration Report:**

**LYNX (a Stratix Systems Company) Quotes:** After a brief discussion and a few questions from the Board, the Board voted and unanimously approved LYNX Firewall Security Renewal in the amount of \$299.00 [Quote #202020654] and LYNX Datto – ALTO 4 in the amount of \$2,543.00 [Quote #202020655].

**FY-2024 Budget – 3<sup>rd</sup> DRAFT:** The Board had no comments on the 3<sup>rd</sup> DRAFT of the FY-2024 Budget.

**Index Money Market & Checking/Deposit Accounts:** Ms. Polonikas explained that EYCSA is still in the “green” with their Checking/Deposit account at Fulton Bank for August 2023, with \$645.86 in interest and only \$259.58 in fees. She commented that she feels EYCSA should continue with the interest bearing checking account at this time. EYCSA's Index Money Market account earned \$7,870.39 in interest in August 2023.

**Executive Secretary PTO Request:** The Board approved Ms. Polonikas' PTO request for Monday, October 2<sup>nd</sup> and Friday, October 13<sup>th</sup>, 2023. Office coverage is *not* needed since EYCSA will not be in a billing cycle at that time.

The Board voted and unanimously approved the September Executive Secretary's Report.

**WWTP:**

Nothing to report.

**Collection System:**

**Freysville Rd Paving Project:** After a brief discussion, the Board voted and unanimously approved Chairman Miller and Secretary Newcomer's signatures on Municipal/Authority Resolution 2023-01 and on the PA Cost Sharing Request Letter. Ms. Polonikas stated that the communications from her contact at PennDOT have all of a sudden ceased. She advised that she'd reach out to a former contact at PennDOT to see if they could provide another contact for her to connect with. Mr. Miller commented that EYCSA needs clearance from PennDOT to proceed with having the contractor complete the manhole work, as the cold weather/deadline to complete the work is quickly approaching.

**Environmental Concepts Landscaping Quote:** After a brief discussion, the Board voted and unanimously approved Environmental Concepts Landscaping Quote #1167 in the amount of \$1,068.00. Mr. Miller advised that everything but Emig Park needs mowed. The Board commented that they'd prefer the mowing take place the end of October, that way it won't need done again this year. The Board also noted that Ms. Polonikas should ensure that this isn't an ongoing contract, as they may have other means to get their right-of-ways mowed in 2024. Mr. Gromling mentioned possibly quoting the job in 2024. He also stated that Hallam Borough may be purchasing a bush hog via a grant, so that may be a possibility, as well.

**Developers:**

**4100 Lincoln Highway East – 4100 Lincoln Highway, LLC:** Ms. Polonikas confirmed receipt of payment for two (2) Tapping Fees for the eastern Lot 2 warehouse in Hellam Township. She instructed the developer to send EYCSA and C. S. Davidson, Inc. updated plans as soon as they're available.

123/125 S Prospect St – Shane & Sharon Dupler: Mr. Miller explained that construction has already begun and advised that all sewer-related items should have been completed *before* construction began. Ms. Sherry Myers commented that the Certificate of Occupancy will not be issued until all outstanding items with EYCSA are resolved. Ms. Polonikas noted that the Dupler's have yet to sign the Agreement for the Payment of Legal and Engineering Services, although she's tried numerous times. There was a discussion regarding connection details and the Board went ahead and voted and unanimously approved signing the Agreement for the Payment of Legal and Engineering Services, even though it hasn't been signed by the Dupler's. This was done in an effort to keep things moving, as EYCSA does not want to hold up the process. Mr. Miller verified that for all future developments, construction should not begin/the Zoning Permit should not be issued until EYCSA gives approval/confirms that all outstanding sewer-related items are resolved.

250/252 Orange St – Wes Dixon: No updates.

130 Harold St – Phil Carpenter: After a brief discussion the Board voted and unanimously approved Chairman Miller and Secretary Newcomer's countersignatures on the Agreement for the Payment of Legal and Engineering Services.

The Board voted and unanimously approved capacity for the project in the amount of one (1) EDU.

100 Claire Ave – Kelli Sellers: Mr. Miller confirmed that the project is complete, other than the developer concreting around the cleanout at the end of their driveway/street. To a question from Mr. Miller, Mr. Hardman recommended that they concrete around the cleanout so there's no future issues. He noted that he'd look into it to see if it's required.

S.R. 30 & Kreutz Creek Rd – Love's Travel Stops: No updates.

#### **NEW BUSINESS**

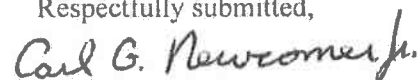
Payment of Operating Expenses: Payment of operating expenses for SSSA Numbers 0, 1, & 2, payroll, and ACNB Bank Note [principal and interest] payment in the total amount of \$196,916.66 were unanimously approved.

Next Board Meeting: Monday, October 23, 2023 at 7:00 p.m. at the EYCSA Office, located at 4 West Market Street, Hallam, PA 17406.

#### **ADJOURNMENT:**

There being no other business and upon unanimous vote, the meeting was adjourned at 8:14 p.m.

Respectfully submitted,



Carl G. Newcomer, Jr.  
Secretary

1:28 PM  
09/25/23  
Cash Basis

**Eastern York County Sewer Authority  
Disbursements  
September 25, 2023**

Num	Name	Memo	Original Amount	Paid Amount
<b>Sep 25, 23</b>				
11319	Dube, Gary W.		-396.93	-396.93
11320	Gromling, Jr., Howard W.		-376.95	-376.95
11321	Mackley, Dean D.		-396.93	-396.93
11322	Miller, Barry D.		-460.11	-460.11
11323	Myers, Sherry L.		-137.61	-137.61
11324	Newcomer Jr., Carl G.		-396.93	-396.93
11325	Polonikas, Chastity A.		-3,899.24	-3,899.24
11326	Schlosser, Robert L.		-396.93	-396.93
PA With Sep	Pennsylvania Dept. of Revenue	9126 5315	-248.09	-248.09
Fed Dep Sep	United States Treasury	23-2167610	-1,902.30	-1,902.30
PA Unemplm3	PA Dept. of Labor & Industry	67-38740M 6	-13.04	-13.04
1%LocalWith	York Area Earned Income Tax Bureau	0000088231	-188.14	-188.14
11327	ACNB BANK	3rd Qtr Principal & Interest Pymnt	-160,652.50	-160,652.50
11328	ARRO Water Services, LLC	Inv# 9001661; WWTP Operations-Aug 2023	-7,774.58	-7,774.58
11329	BFPE International	Inv# 2954359; Fire Extingulsher Serviced	-135.75	-135.75
11330	C.S. Davidson, Inc.		-1,275.46	-1,275.46
11331	CGA Law Firm		-3,813.30	-3,813.30
11332	Chastity Polonikas-Petty Cash	Sept 2023 Petty Cash	-60.00	-60.00
11333	Comcast	8993 11 575 0129206 & 8993 11 576 0028854	-286.42	-286.42
11334	Dawn Boli	Oct 2023 Office Rent; 4 W Market St	-893.28	-893.28
11335	Envlrep, Inc.	EasternYorkCoSewAuth	-788.88	-788.88
11336	Fulton Bank - Efan Financial Services	Fulton Bsns CCard; Sept 2023 Stmtnt	-10.60	-10.60
11337	Kilne's Services	Customer Number: 2216398	-4,726.80	-4,726.80
11338	L.A.B.S., Inc.	Inv# 114810; Aug 2023 LABS Tests	-1,860.00	-1,860.00
11339	LYNX Computer Technologies	Inv# 664317; Agrmnt LYNXCare Lite Annual	-318.00	-318.00
11340	Met-Ed	100020086094 & 100019640075	-4,673.72	-4,673.72
11341	Postmaster	Permit #754; First-Class Presort	-310.00	-310.00
11342	U.S. Bank Equipment Finance	Customer Credit Account Number 1888333	-77.83	-77.83
11343	USIC Locating Services, LLC	Inv# 610453; 8/1/23-8/31/23	-460.56	-460.56
<b>Sep 25, 23</b>				<b>-196,916.66</b>

**CASH TRANSACTION SUMMARY REPORT  
September 25, 2023**

	<b>BY CHECK</b>
Common Expenses	\$36,136.19
SSSA 0 Expenses	
SSSA 1 Expenses	
SSSA 2 Expenses	127.97
Developer Reimbursable Expenses	
Customer Reimbursable Expenses	
Industry Reimbursable Expenses	
Return of Developer Escrows	
2016 Bank Note	160,652.50
<b>Checks Total</b>	<b>\$196,916.66</b>
Gross Expenses	\$196,916.66
Unbudgeted Reimbursable Expenses	0.00
2016 Bank Note; Principal & Interest Payment	160,652.50
Net Budget Expenses	\$36,264.16

EYCSA 2016 ACNB Bank Note Payment Information:

Total Principal paid in FY-2023: \$303,000.00

Total Interest paid in FY-2023: \$39,800.50

Total Balance Remaining on 2016 ACNB Bank Note: \$2,423,000.00

# Eastern York County Sewer Authority

Eastern York County Sewer Authority  
4 West Market Street, Hellam, PA 17406

Telephone (717) 252-2797  
Fax (717) 252-1145

## Memo

**For:** Board Members & Consultants  
**From:** Chastity Polonikas  
Executive Secretary  
Eastern York County Sewer Authority  
**Date:** October 23, 2023  
**Re:** FY-2024 Budget

The operating budget of the Eastern York County Sewer Authority for its 2024 Fiscal Year, beginning October 1, 2023 and ending on September 30, 2024, is attached. The FY-2024 Budget was approved by the EYCSA Board at the August 28, 2023 Board Meeting.

Enclosure: FY-2024 Budget FINAL

**Eastern York County Sewer Authority**  
**FY-2024 Budget - FINAL; September 30, 2023**

Account	Description	FY-2022 Budget		FY- 2024 Budget		Comparison to FY-2023 Budget
		FY-2023 Budget	Year-to-Date through September 30, 2023	Annual	Per Quarter	
			YTD			
Column 1	Column 2	Column 9	Column 10	Column 11		
<b>341.000</b>	<b>Interest &amp; Dividends</b>					
341.010	Checking & Index Money Market	500	53,186	36,000	9,000	35,500
	<b>Interest &amp; Dividends Subtotal:</b>	<b>500</b>	<b>53,186</b>	<b>36,000</b>	<b>9,000</b>	<b>35,500</b>
<b>354.000</b>	<b>Grants</b>					
354.010	Grants	-	-	-	-	-
	<b>State Grants &amp; Subsidies Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>364.000</b>	<b>Customer Receipts</b>					
364.810	Tapping Fees (2)	8,322	62,415	8,322	2,081	-
364.813	Plumbing Permits	250	475	250	63	-
364.814	Quarterly Sewer Rents & Delinquent Account Collections	1,176,400	1,211,676	1,200,000	300,000	23,600
364.816	Miscellaneous Income	200	158	200	50	-
	<b>Customer Receipts Subtotal:</b>	<b>1,185,172</b>	<b>1,274,724</b>	<b>1,208,772</b>	<b>302,193</b>	<b>23,600</b>
	<b>Operating Revenue</b>	<b>1,185,672</b>	<b>1,327,910</b>	<b>1,244,772</b>	<b>311,193</b>	<b>59,100</b>
<b>401.000</b>	<b>Office Expenses - Other</b>					
401.200	Office Space Rent	10,112	10,163	11,000	2,750	888
401.210	Miscellaneous Office Supplies/Charges	5,000	2,140	5,000	1,250	-
401.211	Office Stationary; Billing Cards	600	-	600	150	-
401.215	Info Processing Hardware	1,000	1,062	1,200	300	200
	Info Processing Software (FlexiBill, QuickBooks, LYNX Support)	6,000	6,673	7,000	1,750	1,000
401.217	Internet Connection/Phone & Fax	1,800	2,034	2,100	525	300
401.218	Furniture/Fixtures	1,000	-	1,000	250	-
401.311	Accounting & Auditing	2,675	2,700	2,750	688	75
401.315	York Water Co Quarterly	360	360	360	90	-
401.316	Bank Fees	180	2,286	3,000	750	2,820
401.325	Postage/Mail Etc	2,500	2,746	3,000	750	500
401.341	Legal & Recruitment Advertising	700	337	700	175	-
401.351	Employee Medical Insurance (Included with 402.112)	7,200	7,200	7,200	1,800	-
401.352	Insurance - Liability	3,900	3,710	3,900	975	-
401.353	Insurance - Employee Dishonesty	1,717	1,717	1,717	429	-
401.354	Insurance - Employee Workman's Comp	1,200	721	1,200	300	-
401.995	Company 401k Contributions (Included with 402.112)	1,591	1,591	1,751	438	160
401.998	Company FICA	4,500	4,540	4,700	1,175	200
401.999	Company Medicare	1,100	1,062	1,100	275	-
	<b>Office Expenses Subtotal:</b>	<b>53,135</b>	<b>51,040</b>	<b>59,278</b>	<b>12,070</b>	<b>5,255</b>
<b>402.000</b>	<b>Personal &amp; Professional Services</b>					
402.110	Member Meeting Attendance	10,800	9,900	10,800	2,700	-
6560	Board Member Miscellaneous Hours	1,500	603	1,500	375	-
402.112	Executive Secretary	53,042	53,042	58,346	14,587	5,304
402.113	Temporary Office Coverage	3,000	481	3,000	750	-
402.116	WWTP Operations	105,000	110,024	115,000	28,750	10,000
402.313	Consulting Engineering Firm	15,000	16,170	17,000	4,250	2,000
402.314	Solicitor	20,000	18,060	20,000	5,000	-
402.316	Stenographic Services	250	-	250	63	-
402.317	Plumbing Inspections	300	235	300	75	-
402.320	Meter Readings	160	166	180	45	20
	<b>Personal &amp; Professional Services Subtotal:</b>	<b>209,052</b>	<b>208,681</b>	<b>226,376</b>	<b>56,594</b>	<b>17,304</b>
<b>403.000</b>	<b>Wastewater Treatment Plant</b>					
403.217	WWTP Internet	1,500	1,387	1,500	375	-
403.233	WWTP Emergency Generator Fuel	1,500	682	1,500	375	-
403.246	WWTP Misc Supplies & Hardware	2,000	469	2,000	500	-
403.262	WWTP Maintenance	2,000	587	2,000	500	-
403.263	WWTP Repairs/Miscellaneous Expenses	40,000	29,917	40,000	10,000	-
403.272	WWTP Autodialer	500	290	500	125	-
403.317	WWTP Laboratory Testing	19,100	18,710	19,500	4,875	400
403.321	WWTP Telephone	-	-	-	-	-
403.325	WWTP Grounds/Site Maintenance	9,000	3,753	6,000	1,500	(3,000)
403.351	WWTP Insurance - Property	7,000	7,128	8,000	2,000	1,000
403.361	WWTP Electric	52,000	49,810	52,000	13,000	-

**Eastern York County Sewer Authority**  
**FY-2024 Budget - FINAL; September 30, 2023**

Account	Description	FY-2022 Budget		FY- 2024 Budget		Comparison to FY-2023 Budget	
		FY-2023 Budget	Year-to-Date through September 30, 2023 YTD	Annual	Per Quarter		
403.369	WWTP Chemicals	11,000	8,055	11,000	2,750	-	
403.374	WWTP Emergency Generator Maintenance & Repair	1,200	696	1,200	300	-	
403.700	WWTP Capital Purchases	-	-	-	-	-	
Waste Water Treatment Plant		<b>Subtotal:</b>	146,800	121,484	<b>145,200</b>	35,925	(1,600)
<b>404.000</b>	<b>Campbell Road Pumping Station</b>						
404.233	Cmpbl Rd Emergency Generator Fuel	400	100	400	100	-	
404.246	Cmpbl Rd Misc Supplies & Hardware	100	-	100	25	-	
404.262	Cmpbl Rd Repairs/Miscellaneous Expenses	3,000	648	3,000	750	-	
404.272	Cmpbl Rd Autodialer	500	-	500	125	-	
404.321	Cmpbl Rd Telephone	725	448	-	-	(725)	
404.325	Cmpbl Rd Grounds/Site Maintenance	200	411	1,000	250	800	
404.361	Cmpbl Rd Electric	2,500	2,030	2,100	525	(400)	
404.371	Cmpbl Rd Chemicals	1,000	-	1,000	250	-	
404.374	Cmpbl Rd Emerg Generator Maintenance & Repair	1,200	553	1,200	300	-	
404.700	Cmpbl Rd Capital Purchases	112,645	272,642	-	-	(112,645)	
Campbell Road Pump Station		<b>Subtotal:</b>	122,270	276,831	<b>9,300</b>	2,325	(112,970)
<b>405.000</b>	<b>Collection &amp; Transport System</b>						
405.364	Line Cleaning	15,000	12,399	15,000	3,750	-	
405.375	Manhole/Line Maintenance	25,000	14,737	25,000	6,250	-	
405.376	Maintenance/Restoration of Right of Way	1,500	1,570	4,800	1,200	3,300	
405.378	Manhole Adjustment	1,500	4,102	15,000	3,750	13,500	
405.498	PA One-Call Responses by Locating Service	6,500	5,895	6,500	1,625	-	
Collection & Transport System		<b>Subtotal:</b>	49,500	38,703	<b>66,300</b>	16,575	16,800
<b>406.000</b>	<b>Sludge Disposal Operations</b>						
406.317	Sludge Lab Fees	500	-	500	125	-	
406.510	Treatment Permits	150	-	150	38	-	
406.519	Hauling Charges/Tank Pump Down	5,000	-	5,000	1,250	-	
406.520	Sludge Hauling/Treatment Charges	75,000	67,239	75,000	18,750	-	
406.521	Grease Removal/Cleanings	8,000	14,215	15,000	3,750	7,000	
406.522	Spiralift Disposal	2,200	1,770	960	240	(1,240)	
Sludge Disposal Operations		<b>Subtotal:</b>	90,850	83,224	<b>96,610</b>	24,153	5,760
<b>409.000</b>	<b>Industrial Testing</b>						
409.010	Industrial Testing - Flinchbaugh	500	-	500	125	-	
409.020	Industrial Testing - New Standard	500	-	500	125	-	
409.900	Industrial Testing - Supervision	-	-	-	-	-	
Industrial Testing		<b>Subtotal:</b>	1,000	-	<b>1,000</b>	250	-
<b>480.000</b>	<b>Miscellaneous</b>						
480.020	Permits/Licenses/Fees	1,225	1,225	1,225	306	-	
480.110	Association Membership Dues	1,500	1,293	1,500	375	-	
Miscellaneous		<b>Subtotal:</b>	2,725	2,518	<b>2,725</b>	681	-
<b>Operating Expenses</b>			675,332	782,481	606,789	151,697	(68,543)
<b>Operating Income</b> (Operating Revenue Less Operating Expenses)			510,340	545,429	637,983	159,496	127,643
<b>Debt Service Payment</b>			342,750	342,801	343,205	85,801	455
Debt Service - FY 2024: Principal: \$308,000.00, Interest: \$35,205.00 (Total: \$343,205.00)							
<b>Net Income</b> (Operating Income less Financing Expense)			167,590	202,628	294,778	73,695	127,188



# EASTERN YORK RECREATION AUTHORITY

44 Walnut Springs Road, York, PA 17406

## Director's Report November 2023

### Administration

1. Notice of Auditor resignation
2. Softball League message to teams regarding league president
3. Submitted Sport & Recreation application for non-profit insurance coverage
4. Submitted AED grant application for LWT gym and Barshinger maintenance building

### Facility Management

1. Finalizing gym winter schedule (LWT and school facilities) and volunteer access
2. Working through men's bathroom issues and baskets (net) logistics at LWT
3. LWT address(es) and GPS directions
4. Refrigerator donation for softball shed

### Recreation Programs & Services

1. Held youth basketball (grades 3-6) evaluations, confirming coaches, schedules, etc. Registration = 113/ 12 Teams
2. 10/21 – Let's Talk Safety Programs = 21 participants
3. 10/24 – Mtg with EY varsity field hockey coach to offer winter/spring youth clinics; gauge fall league interest

### Budget & Financial

1. Submitted final requirement for UPMC sponsorship of fall softball jerseys (total sponsorship = \$1750)
2. Received WeeUsables Consignment donation from fall sale (\$3,390)
3. Fall fundraisers – sandwiches, whoopie pies (\$5,900 profit)
4. Completed Impact Reports for Pitch-In For Baseball/Softball and GoodSports equipment donations
5. BloomBox Décor Fall Holiday Fundraiser – November 1- 15; Zoom mtg - 10/30

### Community & Public Relations

1. Submitted information for Hellam Township winter/spring newsletter
2. Facebook Followers – 1,022 (+6 since last month)

### Training & Networking

1. 10/29 – Youth Basketball League meetings to determine team placements/levels
2. 10/31 – PRPS Leadership Development Committee Meeting

### On the Calendar

1. 11/6 – Youth Basketball practices begin
2. 11/11 – SCPAS Board Meeting
3. 11/15 – PRPS Fall Membership Meeting (Carlisle)
4. 11/17 – Kids Painting Class
5. 11/19 – Basketball League meetings
6. 11/23-24 – Thanksgiving Holiday
7. 11/28 – Giving Tuesday
8. 12/1 – Sleigh Paint Project Class
9. 12/2 – Youth Basketball games begin; Owl Prowl

Respectfully Submitted,  
Jessica Cirilo, Director, CPRP