

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF August 17, 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, Mark Myers, Dave Cox and Nedette Otterbein were present, in person. Also present was Corina Mann, Township Manager; Chad Peters, Engineer; Brad Leber, Solicitor; and Dorinda Nordsick, Admin/Finance Coordinator.

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

Agency, Departmental & Committee Reports

A. Police – Chief Pollock submitted a written report for July. During the month of July there were a total of 641 calls with 18 reported accidents, 20 criminal charges, 91 traffic citations and 74 traffic warnings. Officers Crater and Phillips attended trainings during the month, the department covered the Wrightsville fireworks and no problems were observed, and the therapy K9 program continued to move forward with School Resource Officer Bull eager to return to work with her new partner.

B. Hellam Fire Company/Station 21 – Chief Strittmatter provided a written report for July. During July, the department responded to 38 calls of which, 21 were in Hellam Township. In comparison, last year there were 45 calls of which 20 were in Hellam Township. There were two automatic fire alarms reported during the month. The department attended training on Urban Flooding for First Responders, crews stood by for the July 4th fireworks, and participated in the Emergency Services parade at the York State Fair. Chief Strittmatter attended the Stakeholder Preparedness Review for Fire Management and Suppression, hosted by the York County Office of Emergency Management, where only two fire departments of the 53 in York County were represented. The chassis for the new Brush has been completed and delivered to Marco Equipment Sales, and the estimate for vehicle completion is late May 2024. The department also took delivery of approximately 3,500' of hose purchased through the PA DCNR 50/50 cost sharing grant.

Wrightsville Fire Company/Station 41 - Chief Livelsberger provided a written report for July. The department responded to 75 calls during the month of July, 26 of which were in Hellam Township. Both departments stood by for the July 4th celebration, held a joint training where members practiced forcible entry and hose-line deployment, and did a joint walk through of Pyramid Health's newest facility. Rescue 41-1 repairs are just about complete and it should be back in service in a few weeks. The grant writer applied for a state grant in June and the department will use the monies to add an addition to expand their bunk room if awarded.

C. Ambulance – During the month of July, there was a total of 39 calls in Hellam Township. There were 38 Advanced Life Support calls, nine Basic Life Support calls, and 69 Intermediate Advanced Life Support calls. Dispatch to en-route time was an average of 1.49 minutes. Mr. Adam Marden reported that Manheim Borough, Penn Township, and Rapho Township asked for proposals for ambulance service and Penn State Life Lion EMS was chosen. They will be taking over on January 1st. Supervisor Myers congratulated them on winning the bid and asked if staff shortages will cause any issues. Mr. Marden stated that it will not and they have been fortunate with staffing. Supervisor Trimmer asked how the wait times are at the hospitals and Mr. Marden said they are okay.

D. Emergency Management – Chris Eaton, EMA Coordinator, provided a report for July. EMC Eaton and Deputy EMC Timmer attended the 4th of July fireworks in Wrightsville Borough and EMC Eaton facilitated an After-Action Review of the 4th of July event. 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.

- E. **Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for July. During the month of July, the department responded to two call outs, continued to prep Trout Run and Range Roads for new pavement, prepped two trucks for PA safety inspection, and ran routes several times to clean storm boxes and debris off roadways. The department also worked on stone roads fixing wash outs from the heavy rains, prepped the Public Works building for National Night Out, replaced street signs and sign posts on various roadways, patched pot holes on various roadways, completed five stormwater inspections, and responded to 39 PA one calls.
- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for July. During July, there was a total of 20 permit applications received and 19 permits issued. There was one new complaint with none resolved and four carried over. There was also a list of ongoing SALDO cases.
- G. **Environmental Advisory Council** – Ms. Phyllis Koster reported that the EAC did not have an August meeting. They have an upcoming rain barrel painting event at Virtue Local Art Market and will be doing planting at the rain garden in October. Ms. Koster requested an increase in the EAC budget of \$50 to \$100 to purchase plants. Ms. Mann stated that the budget for this year cannot be changed but they can look at an increase for next year. Supervisor Trimmer asked if the Township would have the \$50 to \$100 somewhere in the budget to give the EAC this year and Ms. Mann stated yes. The board agreed that the Township will give the EAC no more than \$100 for plants. Ms. Mann also asked Ms. Koster if another rain barrel for the rain garden would be helpful and Ms. Koster said yes. Ms. Mann said there were two at the Township building and she will work with Ms. Koster to get them to her.
- H. **Eastern York Sewer Authority** – Minutes from the Authority's June 26, 2023 meeting were provided. Total expenses for June 2023 were \$44,685.65 with \$9,677.84 for the 2016 Bank Note.
- I. **Eastern York Recreation Authority** – Provided a copy of their August 2023 Director's Report.

Communications from Citizens

None

Public Hearing: No Stenographer

- A. SL-2023-02: 5970 Beidler Lane (Robert & Cheryl Rhein) - KL-64B - Subdivision – Mr. Byron Trout, from Gordon Brown and Associates, consultant for Robert and Cheryl Rhein, presented their subdivision plan. This plan proposes to create two parcels. One parcel being the two-acre lot proposed for a single-family dwelling. The subject property consists of one parcel containing 64.122 acres in the Rural Agricultural Zone.

The Board acted on each waiver request individually:

- §430-17.C(1)(a)[8]: Upon a motion by Supervisor Conaway, seconded by Supervisor Cox, the Board approved the waiver from §430-17.C(1)(a)[8] for delineation of woodlands. Motion carried unanimously.
- §430-33.C(3)(a)[3]: Upon a motion by Supervisor Conaway, seconded by Supervisor Cox, the Board approved the waiver from §430-33.C(3)(a)[3] for improvements to existing street with the condition of a six month note on plan. Motion carried unanimously.
- §430-48.B: Upon a motion by Supervisor Conaway, seconded by Supervisor Cox, the Board approved the waiver from §430-48. B for landscaping (street trees). Motion carried unanimously.

Upon a motion by Supervisor Conaway, seconded by Supervisor Cox, the Board approved the modification request for stormwater management ordinance: section 306.1.10 (Appendix C) with the

condition that all items listed in the engineer's review letter dated August 10, 2023 are met. Motion carried unanimously.

Upon a motion by Supervisor Conaway, seconded by Supervisor Cox, the Board approved subdivision plan SL-23-02 for Robert and Cheryl Rhein, parcel KL-64B, 5970 Beidler Lane, with the condition that all outstanding items listed in the engineer's review letter dated August 10, 2023 are met. Motion carried unanimously.

- B. SL-2022-02: Robert & Agnes Blessing et al – LL-70, 70V, 69D & 51 – Subdivision –** Mr. Joseph Stein, from Warehaus, consultant for Robert and Agnes Blessing, presented their subdivision plan. This plan proposes to reallocate lot lines for family redistribution of land only. Four parcels will be subdivided to create six lots. Four of the lots do not comply with the Zoning Ordinance as they exceed the maximum lot size of 2.5 acres. Variance Z-2023-6 was granted by the Zoning Hearing Board on March 28, 2023. The subject properties in the Rural Agricultural Zone are mostly farmed with some woodland and a single-family dwelling. Parcel LL-51 is not a contiguous parcel and is zoned Rural Agricultural, Commercial/Industrial and Mixed-Use 2. Parcels LL-69D and part of parcel LL-51 are located in the Riparian Buffer and Steep Slope Overlay Zone. The use of TDRs is not required for the proposed subdivision. Part of parcels LL-70, LL-69D, and LL-51 are located in the Riparian Buffer and Steep Slope Overlay Zone. In 2002 a variance was approved for an oversized off-premise directional sign for parcel LL-51. In March 2023, the Board of Supervisors granted waivers which are noted on the plan. Adjacent properties are zoned Rural Agricultural to the North, Mixed-Use 2 to the South, Rural Agricultural and Commercial/Industrial to the West, and Rural Agricultural, Commercial/Industrial, and Mixed-Use 2 to the East.

Upon a motion by Supervisor Conaway, seconded by Supervisor Myers, the Board approved subdivision plan SL-22-02 for Robert and Agnes Blessing et al, parcels LL-70, 70V, 69D and 51, at various locations with the condition that all outstanding items listed in the engineer's review letter dated May 30, 2023 are met. Motion carried unanimously.

Planning and Zoning

- A. SL-20-03: 4100 Lincoln Highway, RE-approval of Subdivision (prior approval 12/16/21) for recording –** Upon a motion by Supervisor Myers, seconded by Supervisor Conaway, re-approval of subdivision SL-20-03 for recording was approved. Motion carried 4 – 0. Supervisor Otterbein abstained from voting due to not being on the Board at time of original approval and making public comments during the original-subdivision process for this parcel.
- B. Draft Short Term Rental Ordinance – Review/Discussion and approval to advertise –** The Board had a brief discussion regarding the draft Short Term Rental Ordinance. Supervisor Otterbein suggested giving the ordinance back to Planning Commission along with the York County Planning Commission comments for another review. The Board agreed to send it back to the Township Planning Commission.

Planning Commission

None

Minutes Approval

Upon a motion by Supervisor Cox, seconded by Supervisor Conaway, the minutes from the July 20, 2023 meeting were approved. Motion carried unanimously.

Financial Reports

- A. Budget Report – July 2023 –** Upon a motion by Supervisor Otterbein, seconded by Supervisor Cox, the July 2023 Budget Report was approved. Motion carried unanimously.
- B. Treasurer's Report – July 2023 –** Upon a motion by Supervisor Cox, seconded by Supervisor Myers, the July 2023 Treasurer's Report was approved. Motion carried unanimously.

- C. Disbursements List – August 3rd and 17th, 2023 – Upon a motion by Supervisor Trimmer, seconded by Supervisor Otterbein, the August 3rd and 17th, 2023 disbursement lists, were approved. Motion carried unanimously.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Reported that the Horn Farm is requesting to close the road again this year for the Paw Paw festival. They would like it closed September 23rd & 24th. Upon a motion by Supervisor Myers, seconded by Supervisor Cox, the request to close the road for the Paw Paw Festival, was approved. Motion carried unanimously.
- Provided a copy of the York County Association of Townships Convention Registration form. The convention is in October.
- Provided copy of a suggestion from the box in the lobby. It was a nice comment about staff.
- Provided a copy of an email from Bob Rhein thanking all the first responders and others who helped when his daughter and grandchildren were in an accident.
- Provided a copy of the LGAC July 2023 newsletter.
- Provided a copy of the York Adams Tax Bureau minutes from their July 31st Board of Directors meeting.
- Provided a copy of the Township Web Stats for July 2023.

Solicitor, Brad Leber:

- Requested the Board accept and approve the Memorandum of Understanding (MOU) with the School District, regarding the School Resource Officer program, that was discussed in Executive Session. Upon a motion by Supervisor Cox, seconded by Supervisor Myers, the MOU with Eastern York School District, was approved. Motion carried unanimously.

Communications from Supervisors

- A. River Drive Culvert Replacement Update Discussion – The last homeowner signed the easement agreement and Mr. Peters reported that they are working on getting the permits submitted for the project.

Supervisor Myers applauded Chief Strittmatter, Chief Livelsberger, and Ms. Mann for working together and felt the Fire Commission meeting/presentation went well. Supervisor Trimmer asked what the next step in the process will be. Ms. Mann stated that it will be to see if both boroughs and the township all agree and vote in favor of moving forward with the plan. The initial agreement cost would be \$2,500 with other costs being next year. Upon a motion by Supervisor Trimmer, seconded by Supervisor Cox, the Board approved to move forward in favor of the Fire Commission plan. Motion carried unanimously.

Old Business

None

New Business

- A. The next Board of Supervisors meeting will be held September 21, 2023, at 6:00 p.m.

Chairman Trimmer adjourned the meeting at 6:49 p.m.

Respectfully submitted,

Corina L. Mann
Secretary