

## DEPARTMENT OF POLICE HELLAM TOWNSHIP

44 Walnut Springs Rd York, PA 17406 Douglas Pollock
Chief of Police

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

### Hellam Township Report December 2023

	Hellam Township	Hallam Borough	Wrightsville Borough	Total
Calls	314	80	116	510
Accidents	19	2	3	24
Criminal Charges	20	1	13	34
Traffic Citations	34	5	18	57
Traffic Warnings	31	6	22	59

Patrol Mileage

9277 Miles

Time in:

Response Time

Hallam Borough

168 Hrs. 23 Mins.

3 Min 36 Sec

Wrightsville Borough

292 Hrs. 13 Mins.

4 Min 05 Sec

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

#### **Additional Information:**

- Our new body cameras and operating software are now operational and in use. These
  are the next generation of cameras made by WatchGuard, and come with some very
  usable new features.
- All Officers completed defensive tactics training and certification. This was Officer
   Phillips first year running that program and certifying all Officers.
- All Officers finished up our state mandated legal updates.
- All Oficers were re-certified in the use of their Tazer.
- All Officers continue to watch the monthly Attorney Chris Boyle training.
- K9 Officer Carpenter and K9 Cerberus attended their monthly maintenance training at the K9 academy.

#### Respectfully,



#### FRIENDSHIP FIRE COMPANY OF HELLAM YORK COUNTY STATION 21

January 2024 Report

Hellam Fire Company

For the month of December, the Hellam Fire Company responded to 48 calls with 26 (54%) in Hellam Township. Year to date for 2023, we responded to 523 calls with 252 (48%) in Hellam Township. Last December, there were 51 calls with 31 (61%) in the Township and 549 calls year to date with 271 (49%) in the Township. In 2023, 70% of our responses were to Hallam Borough, Hellam Township, or Wrightsville Borough. There were eight automatic fire alarm reports submitted this month. Four of those AFA reports were at the same address.

Members attended training for CPR/AED and First Aid. Crews from Hellam and Wrightsville escorted Santa through both towns and brought the benefit children to the Tourist Inn for their annual benefit event. Crews brought Santa to the annual Hallam Christmas Tree Lighting event and attended the Christmas event at Bentley Farms.

On December 18th, for the first time since the private bridge and three houses were removed in the 200 block of Frysville Road, the roadway flooded and a vehicle was disabled in the water. Crews were able to remove the occupants from the water as they were attempting to tow the vehicle from the water.

Respectfully,

Eric Strittmatter

Chief, Hellam Fire Company

6/ Stath to



#### Wrightsville Steam Fire Engine and Hose Company #1 South Second St Wrightsville Pa 17368

ORGANIZED 1887

Wrightsville Fire Department handled 73 calls for service, 20 of which were in Hellam Township in the month of December.

This month is always busy for us as we do multiple things in the community for Christmas, Both departments took Santa around in Wrightsville, Hallam Borough and parts of Hellam Township. We also partnered with the Police Department and Burning Bridge Tavern and delivered presents to families in the area with Santa. Also, partnered with the Lions Club and Sunsnappers both of Columbia and handed out food to 31 families within the Wrightsville and Hellam area. Department had Christmas dinner and with the on-duty police officers joining us. We celebrated New Year's Eve in station and were staffed with 14 members going into the new year

The Department was officially added to the York County Advance Technical Rescue at the county chiefs meeting this month. Also, at the Chiefs meetings we learned that the county commissioners will looking to pass 100% tax relief for Volunteers. Nothing major to report with apparatus, Rescue 41-2 received new front tires and the Engine went into the shop for two days to fix pipe that was cracked that went from the tank to the pump. I will also possible have an year end report by the meeting but if not I will definitely have on for February Meeting

We have two more members inquiring about becoming live-in members. We are currently working on trying to convert the current bunk room into private rooms. We Currently have 6 live-in firemen. Looking to gain addition 3 in the first weeks of 2024. We have converted what was our lounge into addition sleeping quarters. I will report back on this next month.

Chief Chad Livelsberger

# Hellam Township Public Works Monthly Report December 2023

- Responded to one call out for snow, which was only a cindering event mainly on the north side of the Township.
- Started general maintenance on the buildings and all non-snow vehicles and equipment.
- Worked on stone roads throughout the township. Grading was completed and stone was added where needed from the heavy rains.
- Installed several new signs, posts and break-a-ways throughout the township.
- Ran routes several times and cleaned storm boxes of leaves and debris from roadways.
- Replaced all light bulbs in the cold storage area of the Public Works Building to LED bulbs.
- Filled pot holes on various roads throughout the Township.
- Cleaned up several trees that were across the roadways.
- Completed 2 stormwater inspections.
- Responded to 34 PA One calls.

## Zoning Department Summary December 2023

#### PERMIT APPLICATIONS: (Prior year listed in ()

• Received: 7 (13)

• Denied: 0

• Issued: 5 (11)

• YTD Issued: 156

• In process: 0

(176)

#### **COMPLAINTS:**

Carried Over: 0

• Complaints/violations: 0

• Resolved: 0

#### **ZONING CASES:**

Z-2023-12 Moore 1250 Shore Ln PC-11/9/23 & ZHB-12/27/23 **Approved** 

#### **SALDO CASES:**

• SL-21-03: Spagnola (SD); In-House 9/21/21

• SL021-05: Witmer Automation, LD; In-House 11/16/21; PC 6/9/22; BOS 7/21/22 Conditional Approval

Notes:

 December 6-7, 2023 – Attended and completed Zoning Officer Academy hosted by PSATS

OLDS	1	2	3	4	
REPORT YEAR	2022	2023	2024	2025	
Pumped	390	287	50	0	
New System	1	3	0	0	
Exemption	4	2	0	0	
Vacant/Fore	2	3	0	0	
Total	397	295	51	0	
# OLDS/District	405	345	294	0	
% Complete	98%	85%	17%	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 -

- 690 Grand Manor Dr (12/6/23) New System
- 4745 Fox Lane (12/21/23) Minor Repair

#### **Exemption Requests -**

- None

#### **Notification Schedule**

- January '24: District 3 Initial
- January '24: District 2 Final Postcard Reminder
- Spring '24: District 2 Final Notice Letter
- Summer '24: District 3 Reminder Postcard

#### HELLAM TOWNSHIP ENVIRONMENTAL ADVISORY COUNCIL

#### January 8, 2024 6:00 PM Hellam Township Building

Members Present: Judy Bono, Carolyn Fetrow, Ed Hamme, Phyllis Koster, Judith Mueller, Bill Zeigler.

#### **Old Business:**

- Rain Garden Renovation: Carolyn contacted Cindy Pizzaketti, and she tells us we need to set a date. Cannot coincide with Earth Day. Other dates in April should work. Judy recommends Cavano's for plant purchasing—more cost effective. Judy and Carolyn will set a date for the Rain Garden work.
- *Tree planting*: locations of fall plantings for listing in Strategic Plan—Ann Kostos owl valley, Koster-Oughton on Accomac, Mueller-Owens on Dark Hollow, Lancaster Conservancy, Fetrow on Accomac, Bill Zeiger on East River Drive.

#### **New Business:**

- Newsletter: Judith will contact Corina to ask when it will be sent.
- BOS Rep: Judith will ask Corina who our liaison will be now that Todd is gone..
- Goals from last month's brainstorming—which ones we'll focus on and thoughts about how to do so:
  - Retention basins—public needs education about maintaining them for ecological value: take advantage of Pollinator Festival & Natioal Night Out to education the public. Maybe a newsletter article. Judy is skeptical about degree of public interest. Judith will ask Corina if there's a way to find out the number of retention basins in the Twp. Need more info before investing time.
  - o <u>Mowing height ordinance</u> challenge? Saldo takes care of the creation of retention basins, but residents get no info about maintaining it. Phyllis will look up whether there is one.
  - SALDO involvement. Bill thinks this is important to resume. We will. Meanwhile, Phyllis will find out about plans for property on Shore Lane that has received variants to build in a wetland in his neighborhood. Carolyn will ask Nedette about EAC Saldo involvement.
  - o <u>Fall Trees from Seeds project</u>. Perhaps display at Library on how to plant an acorn in a way that keeps it from being eaten. Two potential volunteers: Bill Sprenkle and Keith Prowell. Need to do this in timely way so folks can take advantage for planting the following spring, perhaps for riparian buffer work. Phyllis will call the library. (What the heck happened to the plantings in front of former township building?!)
  - o Rain barrel painting at Pollinator Festival.
  - o Live staking: organize another event?
  - o Sensory Walk. Ed will work up a proposal for Horn Farm. Not for EAC.
  - Kreutz Creek water quality: Carolyn will ask Cindy about current state of Kreutz Creek water monitoring. EAC won't take on water testing.
  - Articles for newsletter—ongoing. Feral cats!

- o Social Media: Stormwater Article Phyllis found. Something on Feral Cats.
- O <u>Plastic Bags</u>: Will draft an ordinance an ordinance for the Twp. Even if we don't have much retail here, such an ordinance could serve as a model for other municipalities,. We might talk about plastic bag usage with Julie Flinchbaugh. Perhaps propose a table on their porch to talk with customers about reusable bags.
- Feral Cats: Draft an ordinance against their feeding much like Columbia Borough's.

#### Member action items before February meeting:

- Judith will ask Corina for the following items:
  - o Is there way to find out the number of retention basins in the Twp.
  - o When will the newsletter be sent to public?
  - Who will be our BOS representative going forward?
- Phyllis will look into the following:
  - Whether there's a mowing height ordinance.
  - o Library interest in potential *Trees from Seeds* program.
  - o Plans for property on Shore Lane that has received variants to build in a wetland.
- Carolyn will:
  - Ask Nedette about EAC Saldo involvement.
  - Ask Cindy about current state of Kreutz Creek water monitoring.
- Judy and Carolyn will find a date for the Rain Garden work with MWStewards.

#### EASTERN YORK COUNTY SEWER AUTHORITY

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

#### MINUTES OF 13 NOVEMBER 2023 MEETING

#### ATTENDANCE:

#### **Board Members**

#### Consultants/Staff

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

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

At 7:00 p.m. Chairman Miller called the 13 November 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.

#### APPROVAL OF MINUTES

The Minutes of 23 October 2023 were unanimously approved.

#### **OLD BUSINESS:**

#### WWTP:

#### Operator's Report:

- No Representative from ARRO in Attendance: Mr. Miller announced that Mr. Nathan Schaeffer of ARRO would not be present for tonight's Board Meeting due to a family emergency. Ms. Polonikas had a phone call with Mr. Schaeffer earlier in the day and presented to the Board on his behalf.
- <u>Discharge Monitoring Report:</u> The monthly report was prepared and submitted electronically (eDMR) for October 2023. EYCSA was in full compliance of its NPDES Permit and there were no violations for the period of October 2023.
- Outstanding Tasks at WWTP: Ms. Polonikas explained that all the tasks that had been requested to be done at the WWTP have been completed by ARRO, with the exception of the air diffuser repairs. The specific air diffuser that was being repaired requires two people to install it, so Mr. Schaeffer advised that he plans on bringing another ARRO employee to EYCSA next week to assist with the installation.
- Air Filters for Blowers: Ms. Polonikas stated that EYCSA has large and small filters for the blowers in stock, however, more of the medium-sized filters are needed. Mr. Schaeffer explained that the box for the medium-sized filters was thrown away, so he is unsure of the size of the filters, or where they were purchased from. Mr. Miller commented that Mr. Schaeffer should just pull one of the medium-sized filters that's in use to see what size it is. Ms. Polonikas noted that she doesn't believe she's ever ordered filters for the blowers since she's been with EYCSA. She stated that she'd look back through the payables to try and help locate the size/order specifications.

Campbell Rd Pump Station Alarm Calls: Ms. Polonikas advised that there have been multiple "Signal Strength" OmniSite alarm calls at Campbell Rd Pump Station, which have been occurring approximately every three days. Mr. Schaeffer is planning on putting an extension on the antenna for the alarm call box, which he intends to run out the back of the building. Mr. Hardman noted that currently, everything is internal. Mr. Miller commented that he doesn't understand why there isn't anything on the outside of the building and added that it's easy to understand why the signal isn't strong enough being inside that enclosure.

To a question from Mr. Miller, Ms. Polonikas stated that she'd check with Mr. Schaeffer to see if he removed the chain from the float line in the wet well at Campbell Rd Pump Station. Once removed, Mr. Schaeffer was planning to install a weight on the float.

Decanting Round Digester/Sludge Thickness: Mr. Miller explained that Mr. Schaeffer was to be checking on the Operator not properly decanting the round digester. He commented that the sludge should be thickened so that EYCSA isn't hauling "water." Ms. Polonikas explained that after reviewing the September 2023 Springettsbury Township Itemized Listing of Load report, all the loads that were hauled were "Strong Septic," with the exception of two loads coming in at "Average Septic." She advised that she'd check the October Itemized Listing of Load report for the sludge thickness as soon as it's received.

#### Engineer's Report:

4100 Lincoln Highway East – 4100 Lincoln Highway, LLC: Mr. Hardman advised that the work has been started and explained that the sewer laterals are being run to Lot 2, which is the first of the two lots to be developed. Lot 1 will not be constructed at this time. Mr. Hardman commented that the developer ran into lots of bedrock as they were attempting to put in the construction entrance which resulted in some updates to the plans/location of the sewer laterals. He briefly reviewed the plans with Mr. Miller and the Board and explained where the developer is now planning on installing the sewer laterals. A temporary sediment trap was installed and Mr. Hardman noted that there's not much cover between the bottom of the sediment trap and the sewer lateral. He made the C. S. Davidson, Inc. inspector aware to keep an eye on it and noted that the sediment trap is only temporary. The developer will be supplying updated plans to C. S. Davidson, Inc. with the location of the new sewer laterals for review.

Freysville Rd Paving Project: Mr. Hardman advised that the contractor was onsite last week to finish up the manhole work on Freysville Rd. He stated that he drove over all the manholes and noted that in his opinion, they're not that bad to drive over. There was 3" to 4" of blacktop over some of the manholes, which was way over the promised 2 ½" overlay. It was expected that there would be some variance in the pavement depth, as it's nearly impossible to get a perfect 2 ½" overlay; however, the pavement thickness found during the replacement of the manhole covers was significantly different than the amount communicated by PennDOT.

To a question from Mr. Miller, the Board commented that they were concerned about the manhole in front of Mr. Phil Smith's property [170 Freysville Rd] being too low, as Mr. Smith had complained about the previous manhole being too low and making a lot of noise when hit by traffic. Mr. Miller stated that he feels the manhole closest to Market St is the worst, which wasn't even touched during this project. Several of the Board Members commented that the manholes on Freysville Rd are no worse than the manholes on the highway, in Springettsbury Township, or anywhere else in York. It's more desirable to have them low than high, as the snow plow will hit any manholes that are too high.

Yohe Paving, Inc. charged EYCSA an additional \$975.00 for the three riser rings they provided, as well as \$250.00 to install and restore pavement. There was a brief discussion, and the Board directed Ms. Polonikas to go back to PennDOT with the updated costs to see if they can add them to the total amount that EYCSA paid for the project.

To a question from Mr. Hardman, Mr. Miller stated that he believes there's one more 1 1/2" riser ring at the WWTP. Mr. Hardman explained that EYCSA could pre-purchase some riser rings in smaller increments so that if needed down the road, EYCSA has some in stock. There was a brief discussion regarding Beaver St [in Hallam Borough] being re-paved, which most-likely won't happen until Spring. Mr. Hardman commented that EYCSA will need to find out more information regarding the project beforehand, so that we're prepared.

#### Solicitor's Report:

<u>Vince Card Matter:</u> Ms. Polonikas advised that nothing has happened since the last Board Meeting, so there are no updates for tonight's meeting.

#### Administration Report:

- 2024 Board Meeting Time Change: The Board voted and unanimously approved the Board Meeting time changing from 7:00 p.m. to 6:00 p.m. starting in January 2024.
- 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 October 2023, with \$429.39 in interest and only \$310.23 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 \$7,928.37 in interest in October 2023.
- Surveillance System Updates: To a question from Mr. Mackley, Ms. Polonikas advised that the surveillance system is up and running fine again. She explained that since Internet Explorer was retired, Mr. Michaeal Coulson of Coulson Security Systems, LLC had to visit the EYCSA office to install iVMS-4200 software so that the cameras could be streamed/viewed from the EYCSA office.

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

#### WWTP:

Missing Shingle on WWTP Office Building Roof: Mr. Miller stated that he saw a missing shingle on the WWTP office building roof and commented that it may be soon time to take action, as that roof is fairly old. He noted that EYCSA will need to have someone come in and take a look at it maybe next spring/summer.

#### Collection System:

Non-working Water Meters/Remotes: The Board voted and unanimously approved having Ms. Polonikas apply a penalty to the following account: 70 Artman Ave. Per a letter that was sent July 15, 2022, ratepayers were to have their non-working water meters/remotes repaired or replaced by August 15, 2022. A penalty [in the amount of one EDU] will be added to this account each quarter until the water meter/remote is repaired or replaced. This will be the sixth set of penalties added to the abovementioned account (\$900.00 total in penalties).

#### **Developers:**

100 Claire Ave - Kelli Sellers: The Board voted and unanimously approved the plans for the project.

123/125 S Prospect St – Shane & Sharon Dupler: EYCSA was not initially clear on how the improvements on the property had been permitted by Hallam Borough (duplex, in-law suite, building addition, etc). Mr. Hardman advised that he confirmed it's permitted as a duplex, which will have two separate addresses; 123 S Prospect St and 125 S Prospect St.

The tapping fee has been paid to EYCSA for 125 S Prospect St. Since EYCSA is allowing the Dupler's to tie into the existing lateral serving 123 S Prospect St [versus requiring them to run a separate lateral], Mr. Hardman advised that no engineer review will be necessary, as C. S. Davidson, Inc. only inspects connections from the cleanout to the sewer main. Mr. Miller inspects from the cleanout to the home. The Dupler's will need to pay the Plumbing Permit fee [\$50.00] and supply their plumbing contractor's contact information to Ms. Polonikas, who will then issue the Plumbing Permit.

File: Mimutes;23-11-13.docx

Mr. Hardman advised that since no engineer review is necessary, that in his opinion, the Dupler's should not have to sign the Agreement for the Payment of Legal and Engineering Services. Ms. Polonikas explained that in the past, every developer has been required to sign EYCSA's Agreement for the Payment of Legal and Engineering Services, to protect the Authority in the case of any engineering or legal fees that may have been incurred as a result of the project.

There was a brief discussion regarding who can sign Plumbing Permits [the plumber, contractor, or developer] and Ms. Polonikas advised that she'd verify with Attorney Gabel of CGA Law Firm how this should be handled moving forward. She also verified that she'd check with Attorney Gabel whether or not she should continue to make every developer sign EYCSA's Agreement for the Payment of Legal and Engineering Services. She noted that historically, every developer has been required to sign the document and commented that she wants to ensure consistency in her process.

The Board reviewed the plans and confirmed that the Dupler's do not have to sign EYCSA's Agreement for the Payment of Legal and Engineering Services. The Dupler's must apply and pay for a Plumbing Permit though EYCSA. Mr. Miller, along with Mr. Mackley, will go onsite to inspect the connection once they are notified by the plumbing contractor. Ms. Polonikas will partner with Mr. Hardman to compose an email with the above information, which Ms. Polonikas will send to the Dupler's, Hallam Borough, and C. S. Davidson, Inc.

There was a brief discussion regarding who would be inspecting the new improvement; Code Administrators or Commonwealth Code Inspection Services.

#### **NEW BUSINESS**

Holiday Gathering: The Board agreed that they'd like to have another holiday gathering this year before the December Board Meeting, which will start at 6:00 p.m.

<u>Payment of Operating Expenses:</u> Payment of operating expenses for SSSA Numbers 0, 1, & 2, and payroll, in the total amount of \$39,182.99 were unanimously approved.

Next Board Meeting: Monday, December 18, 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 8:12 p.m.

Respectfully submitted,

Carl G. Newcomer, Jr.

Secretary

### 1:09 PM

11/13/23 Cash Basis

## Eastern York County Sewer Authority Disbursements

November 13, 2023

Num	Name	Memo	Original Amount	Paid Amount
Nov 13, 23				
11362	Polonikas, Chastity A.		-4,200.84	-4,200.84
PA With Nov	Pennsylvania Dept. of Revenue	9126 5315	-172.17	-172.17
Fed Dep Nov	United States Treasury	23-2157510	-1,604.02	-1,604.02
11363	ARRO Water Services, LLC	Inv# 9001840; WWTP Operations-Oct 2023	-7,011.22	-7,011.22
11364	CGA Law Firm	Customer Attorney Fees	-1,896.00	-1,896.00
11365	Chastity Polonikas-Petty Cash	Nov 2023 Petty Cash	-74.90	-74.90
11366	Comcast	8993 11 575 0129205 & 8993 11 575 0028654	-310.81	-310.81
11367	COULSON SECURITY SYSTEMS	Inv# 9548; Install Camera Software	-105.00	-105.00
11368	Dawn Boll	Dec 2023 Office Rent; 4 W Market St	-893.26	-893.26
11369	Fulton Bank - Elan Financial Services	Fulton Bansa CCard; Nov 2023 Stimnt	-214.85	-214.86
11370	Kline's Services	Customer Number: 2216398	-4,848.00	-4,848.00
11371	L.A.B.S., Inc.	Inv# 115919; Oct 2023 LABS Tests	-1,528.00	-1,528.00
11372	Met-Ed	100020086094 & 100019640075	-4,659.77	-4,659.77
11373	Republic Services #611	Account Number 3-0611-0001452	-242.60	-242.60
11374	U.S. Bank Equipment Finance	Customer Credit Account Number 1888333	-77.83	-77.83
11375	USIC Locating Services, LLC	Inv# 623482; 10/1/23-10/31/23	-418.72	-418.72
11376	Yohe Paving, Inc.	Inv# 3831; Freysville Rd Paving Project	-10,925.00	-10,925.00
Nov 13, 23				-39,182.99

#### **CASH TRANSACTION SUMMARY REPORT**

November 13, 2023

	BY CHECK
Common Expenses	\$39,040.09
SSSA 0 Expenses	
SSSA 1 Expenses	#
SSSA 2 Expenses	142.90
Developer Reimbursable Expenses	
Customer Reimbursable Expenses	
Industry Reimbursable Expenses	
Return of Developer Escrows	
2016 Bank Note	
Checks Total	\$39,182.99
Gross Expenses	\$39,182.99
Unbudgeted Reimbursable Expenses	0.00

#### EYCSA 2016 ACNB Bank Note Payment Information:

Net Budget Expenses

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

2016 Bank Note; Principal & Interest Payment

EYCSA Board Meeting Minutes November 13, 2023

File: Minutes;23-11-13.docx

0.00 \$39,182.99





#### **EASTERN YORK RECREATION AUTHORITY**

44 Walnut Springs Road, York, PA 17406

## Director's Report January 2024

#### Administration

- 1. Renewed 2024 health and dental insurance plans; forwarded to payroll company
- 2. Renewed Microsoft and McAfee (annual) subscriptions
- 3. School District Lease signed and submitted to T. Weaver, 12/7/23
- 4. 12/14 Call with Kocman Insurance, re: Non-profit quote for 2024

#### **Facility Management**

- 1. Defining gym use schedule (Jan-Feb) for youth programs and open gym activities
- 2. Finalizing work for LWT Floodplain ordinance (Cabin Branch Fields)
- 3. AED unit and storage box placement at LWT gym; Submitted grant application for training course for volunteer coaches

#### Recreation Programs & Services

- 1. Youth Soccer rostered all waitlist registrations; submitted team counts
- 2. Youth Basketball issue with accessing school(s); scheduled youth nights, picture dates, winter practices; reporting scores; Skill Builders program begins January 7 (51 registered)
- 3. Opened registration for country line dancing, youth baseball, softball
- 4. 12/18 SCPAS Board Mtg League administration will remain with SCPAS volunteers
- 5. York County Baseball League transitioning administrative roles to Next Level Sports

#### **Budget & Financial**

- 1. Received final equipment donation from GoodSports; applied for new donation program
- 2. Received donation from Hawk Gunning Club
- 3. 12/8 GLY365 Webinar year-round giving site; Applied for 2024 Give Local York (GLY) scholarship
- 4. 12/20 Meeting with Modern Landfill/Republic Services regarding Foundation funding
- 5. Drafted 2024 budget spreadsheet
- 6. Received 2024 DICK's Community Partnership donation (\$750)
- 7. Submitted LeagueSide sponsorship applications for spring 2024 youth sports

#### Community & Public Relations

- 1. Donation received from J. Snyder catcher's gear, batting helmets and bats
- 2. Google Maps address edit for LWT facilities
- 3. Facebook Followers 1035 (+7 since last month)

#### On the Calendar

- 1. 12/22 1/1 Holidays/Vacation
- 2. 1/7 Skill Builders Begins
- 3. 1/12 & 1/17 Basketball Youth Nights

Respectfully Submitted, Jessica Cirilo, Director, CPRP