

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF November 16, 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; Jason Test, Zoning Officer; Brad Leber, Solicitor; and Dorinda Nordsick, Admin/Finance Coordinator.

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

Agency, Departmental & Committee Reports

- A. Police** – Chief Pollock submitted a written report for October. During the month of October there were a total of 617 calls with 28 reported accidents, 31 criminal charges, 79 traffic citations and 51 traffic warnings. Chief Pollock, Lt. Heistand, Sgt. Golder attended class during the month and the second half of the department completed weapon qualifications. Officers Crater and Phillips attended training classes during the month, and the department attended “Trunk or Treat” at Wrightsville and Kreuz Creek Elementary schools. The department received a generous donation from Don’s Kawaski and Polaris, which was used to purchase door breaching kits and new medical supplies for trauma style injuries.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for October. During October, the department responded to 36 calls of which, 20 were in Hellam Township. In comparison, last year there were 55 calls of which 21 were in Hellam Township. There were six automatic fire alarms reported during the month. The department attended training on Hazmat Operations and Interior Firefighter, and Chief Strittmatter attended a meeting regarding the Active Shooter planning in the Eastern York EMA region. Numerous fire prevention events were held during the month, the department attended trunk or treat at Kreuz Creek Elementary, and hosted their annual haunted house for trick or treat in Hallam. The first four sets of turnout gear to the new specification were received and put in service for evaluation and the 100th Anniversary was celebrated on October 14th with a parade, reception at the Fire Station, and a formal housing of Engine 21-2.
- Wrightsville Fire Company/Station 41** - Chief Livelsberger provided a report of the calls responded to for October. He reported that eight members took Swift Water Rescue Technician class and they have 12 to 13 members that now have the whole Technician training series. He also stated that they have three members interested in being live ins and by the end of the month they will have room for nine live in members.
- C. Ambulance** – During the month of October, there was a total of 42 calls in Hellam Township. There were 51 Advanced Life Support calls, 76 Basic Life Support calls, and six Intermediate Advanced Life Support calls. Dispatch to en-route time was an average of 1.59 minutes. The 2023 Fall EMS Academy started on October 23rd.
- D. Emergency Management** – Chris Eaton, EMA Coordinator, provided a report for September. EMC Eaton attended Mitigation for Emergency Managers, Search and Rescue Exercise at Wizard Ranch, and Boy Scouts Wizard Safari at Wizard Ranch. He also attended the Active Shooter Committee meeting at Lower Windsor Township. 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. A Disaster Recovery plan is being developed and a rough draft will be provided to the eastern York County Emergency Management Board in November.

- E. **Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for October. During the month of October, the department completed road side mowing for the season, worked on Sunrise Avenue digging out bad sections of blacktop and installing a new stone base and blacktop, cleaned up dumped tires on Chimney Rock Road, and crack sealing was completed on various roads throughout the Township. The department continued to grade and add stone on stone roads, ran routes several times to clean storm boxes and debris off roadways, performed general maintenance on tractor #201, five stormwater inspections were completed, and 46 PA one calls responded to.
- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for October. During October, there was a total of 20 permit applications received and 20 permits issued. There were no new complaints, one resolved, and two carried over. There was also a list of ongoing zoning and SALDO cases. District 1 is 97% complete for pumping and District 2 is 63% complete.
- G. **Environmental Advisory Council** – Minutes from the October 1, 2023 meeting were provided. Items discussed included tree planting, the Rain Garden at Barshinger Field, the Strategic Plan, and the DEP public hearing being held at Lower Windsor Township on October 4, 2023. Other discussion included Trees from Seed initiative, Environmental Resource inventory, meeting times for 2024, Susquehanna Riverlands State Park, and the Township newsletter.
- H. **Eastern York Sewer Authority** – Minutes from the Authority's September 25, 2023 meeting were provided. Total expenses for September 2023 were \$196,916.66, which includes \$160,652.50 for the 2016 Bank Note. A copy of the operating budget for the 2024 fiscal year was also provided.
- I. **Eastern York Recreation Authority** – Provided a copy of their November 2023 Director's Report.

Communications from Citizens

Ms. Katina Snyder asked about the "glamping" occurring on North Front St, 561 N Front St. Jason Test, Zoning Officer, advised Ms. Snyder that a notice of violation had been sent to the property owner, Omar Stoltzfus, on November 8, 2023. Mr. Stoltzfous has 30 days to remove the structures from the flood zone. Ms. Snyder asked if the Township has the authority for this action. Ms. Snyder was advised that the Township believes it has the authority due to the structure's location and the current ordinances for floodplain management.

Planning and Zoning

- A. **Septic Exemption Request: Bob Andorn – 122 Bairs Mill Rd: LL-20** - Bob Andorn requested a septic exemption for 122 Bairs Mill Rd. Mr. Andorn attended the meeting virtually. Mr. Andorn stated that he is the executor of his mother's estate. He stated that he was unaware of the violation letter, exposed tank lid, sent to his mother on January 6, 2020. He also stated that the residence is currently vacant and the family has not determined what they are doing with the property and wanted to prevent the expenditure of money for repairs. Information was provided that the septic system's last documented inspection was performed on December 31, 2019. This is when the exposed tank lid was discovered. Chairman Trimmer stated that the Supervisors are sympathetic to the situation, but they are not inclined to grant the waiver without an inspection of the current system. It was agreed that the information concerning the violation would be emailed to Mr. Andorn and the Township would work with him concerning this issue. Mr. Andorn stated he would contact the pumpers to see what could be done and the Township agreed to work with him if it could not be completed by the end of the year.
- B. **Septic Exemption Request: Talaat & Ferial Eid – 301 Ducktown Rd: KK-82.A** - Talaat and Ferial Eid requested a septic exemption for 301 Ducktown Rd. Talaat and Ferial Eid were not present. Information was provided that the residence has been vacant for some time and that the Eids

recently purchased the property. Information was provided that the system was last inspected/pumper during 2019. Supervisor Otterbein made a motion to deny the exemption request for 301 Ducktown Rd. Supervisor Cox seconded the motion. Motion for denial passed 5-0.

Planning Commission

A. Solar Energy Ordinance Amendments/packet for Discussion - Michael Shillott, Planning Commission member, explained his process for the solar survey and the ordinance that is being proposed. Surveys were collected from the Supervisors and given to Mr. Shillott. Township Manager Corina Mann asked Mr. Shillott if he wanted the resident solar survey posted on Engage and he said that he would. Township Manager Mann then asked Mr. Shillott, since he is also trained to work with Engage, if he could post the survey. He stated he could and that he just needed permission from her. It was decided to post the resident solar survey on Engage. Mr. Shillott stated that he recently attended a webinar hosted by Penn State concerning agrivoltaics. He also stated that Penn State is currently conducting a survey concerning solar and agrivoltaics. Mr. Shillott said he asked for the results to be shared with him so he can compare the results to Hellam Townships survey results.

Minutes Approval

Upon a motion by Supervisor Conaway, seconded by Supervisor Otterbein, the minutes from the October 19, 2023 meeting were approved. Motion carried unanimously.

Financial Reports

- A. Budget Report – October 2023 – Upon a motion by Supervisor Cox, seconded by Supervisor Conaway, the October 2023 Budget Report was approved. Motion carried unanimously.
- B. Treasurer's Report – October 2023 – Upon a motion by Supervisor Conaway, seconded by Supervisor Cox, the October 2023 Treasurer's Report was approved. Motion carried unanimously.
- C. Disbursements List – November 2nd and 16th, 2023 – Upon a motion by Supervisor Trimmer, seconded by Supervisor Conaway, the November 2nd and 16th, 2023 disbursement lists, were approved. Motion carried unanimously.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Reported that there was a pre-bid meeting regarding the bids for the Community Center, the bids are out and are due by November 27th at 3:00 p.m. and will be presented at the December 7th Board meeting.
- Reported that the Short-Term Rental Ordinance will be presented for a vote at the December 7th Board meeting.
- Informed the Board that the consultant for the Regional Comprehensive Plan contacted her to discuss scheduling a kick-off meeting. Ms. Mann said she thought it might be best to hold off on meetings until the beginning of January based on the fact that there are quite a few new members to the Borough Councils.
- Reported that the Township is working with Jess Cirilo, Rec. Authority Director, on getting a grant to put up a pole barn on S Wilson Lane and for an upgrade to the concession stand at Barshinger Fields.

Solicitor, Brad Leber:

- Items discussed in Executive Session.

Communications from Supervisors

Supervisor Otterbein stated that she will give an update on the stormwater grant for a piece of equipment once she has all the information.

Supervisor Trimmer thanked the staff for all the work that went into the Township Appreciation Dinner.

Old Business

None

New Business

- A. Resolution 2023-20: Act 511 Taxation Authorization - Upon a motion by Supervisor Cox, seconded by Supervisor Otterbein, Resolution 2023-20 was approved. Motion carried unanimously.
- B. Resolution 2023-21: 2024 Real Estate Taxation Authorization - Upon a motion by Supervisor Otterbein, seconded by Supervisor Cox, Resolution 2023-21 was approved. Motion carried unanimously.
- C. Resolution 2023-22: 2024 Budget Adoption - Upon a motion by Supervisor Cox, seconded by Supervisor Otterbein, Resolution 2023-22 was approved. Motion carried unanimously.
- D. The next Board of Supervisors meeting will be held December 7, 2023, at 6:00 p.m.

Chairman Trimmer adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Corina L. Mann
Secretary