

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF January 18, 2024**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Vice-Chairman William Conaway who led the Pledge of Allegiance. Supervisors Nedette Otterbein and Michael Shillott were present, in person. Also present was Corina Mann, Manager; Brad Leber, Solicitor, and Dorinda Nordsick, Admin/Finance Coordinator.

Agency, Departmental & Committee Reports

- A. Police** – Chief Pollock submitted a written report for December. During the month of December there were a total of 510 calls with 24 reported accidents, 34 criminal charges, 57 traffic citations and 59 traffic warnings. All officers completed defensive tactics training and certification, state mandated legal updates, were re-certified in the use of their Taser, and continue to watch the monthly Attorney Chris Boyle trainings. The new body cameras and operating software are operational and in use, and K9 Officer Carpenter and K9 Cerberus attended their monthly maintenance training.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for December. During December, the department responded to 48 calls of which, 26 were in Hellam Township. In comparison, last year there were 51 calls of which 31 were in Hellam Township. There were eight automatic fire alarms reported during the month, with four 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. December 18th, for the first time since the private bridge and three houses were removed in the 200 block of Freysville Road, the roadway flooded and a vehicle was disabled in the water.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for December. The department responded to 73 calls during the month of December, 20 of which were in Hellam Township. Both departments took Santa around Wrightsville and Hallam Boroughs, and parts of Hellam Township. Wrightsville also partnered with the Police department and Burning Bridge Tavern and delivered presents to families in the area with Santa, the Lions Club and Sunsnappers, both of Columbia, and handed out food to 31 families within the Wrightsville and Hellam area, and the department had Christmas dinner with the on-duty police officers joining them, and celebrated New Year's Eve in station. The department was officially added to the York County Advance Technical Rescue, Rescue 41-2 received new front tires, and the Engine went into the shop to fix pipe that was cracked. Two more members inquired about becoming live-in members. The department currently has six live-in firemen and is looking to gain an additional three in the first weeks of 2024.
- C. Ambulance** – During the month of November, there was a total of 66 calls in Hellam Township. There were 79 Class 1 calls, 18 Class 2, and 46 Class 3. During the month of December, there were a total of 63 calls in Hellam Township. There was 91 Class 1, 33 Class 2, and 68 Class 3 calls.
- D. Emergency Management** – No report
- E. Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for December. During the month of December, the department responded to one call out for snow, started general maintenance on the buildings and all non-snow vehicles and equipment, and completed grading and adding stone on stone roads where needed. They also installed several new signs, posts, and break-a-ways throughout the township, ran routes several times to clean storm boxes and debris off roadways, and replaced all light bulbs in the cold storage area of the Public Works building to LED.

The department also filled pot holes on various roads, cleaned up several trees that were across roadways, completed two stormwater inspections and responded to 34 PA one calls.

- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for December. During December, there was a total of seven permit applications received and five permits issued. There were no new complaints. There was also a list of ongoing zoning and SALDO cases. District 1 is 98% complete for pumping and District 2 is 85% complete.
- G. **Environmental Advisory Council** – The EAC provided a copy of their minutes from their January 8, 2024 meeting. Old business discussed included Rain Garden renovation and tree planting. New business included newsletter, a list of goals from last month's brainstorming, and member action items to do before February meeting. They also discussed who will be their BOS liaison now that Mr. Todd Trimmer is gone. Supervisor Shillott volunteered to be the EAC Board Liaison. He will begin attending the meetings which are held on the second Tuesday of every month.
- H. **Eastern York Sewer Authority** – Minutes from the Authority's November 13, 2023 meeting were provided. Total expenses for November 2023 were \$39,182.99. A copy of the Authority's independent auditor's report as of September 30, 2023 was also provided.
- I. **Eastern York Recreation Authority** – Provided a copy of their January 2024 Director's Report.

Communications from Citizens

Planning and Zoning

Planning Commission

Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, John Kokiko was re-appointed to the Planning Commission for a four-year term. Motion carried 3 – 0.

Minutes Approval

- A. Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the minutes from the December 21, 2023 meeting were approved. Motion carried 3 – 0.
- B. Upon a motion by Supervisor Shillott, seconded by Supervisor Otterbein, the minutes from the January 2, 2024 meeting were approved. Motion carried 3 – 0.

Financial Reports

- A. Budget Report – December 2023 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the December 2023 Budget Report was approved. Motion carried 3 – 0.
- B. Treasurer's Report – December 2023 – Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the December 2023 Treasurer's Report was approved. Motion carried 3 – 0.
- C. Disbursements List – January 18th, 2024 – Upon a motion by Supervisor Conaway, seconded by Supervisor Otterbein, the January 18th, 2024 disbursement list, was approved. Motion carried 3 – 0.

Manager & Solicitor Reports

Township Manager, Corina Mann:

- Reported that she will be giving an update on the ARP funds at the next meeting as well as some requests/suggestions for fund usage. Funds must be expended by December 31, 2024.
- Provided an update on the second project management team meeting which was held on January 17th. Michael Baker Intl. will be attending the first meeting in February for the Township as well as the Borough's. They are finalizing the list for the steering committee and

planning for a first meeting sometime the week of February 26th. The representatives from the Township are Nathan Kauffman, Nate Riedy, Devin Winand, and a Board member. Supervisor Otterbein and Supervisor Conaway would both like to be part of the steering committee so Ms. Mann will inquire if that is acceptable and proceed from there.

- Reported that Solicitor Leber stated the Fire Commission agreement is close to finalization and the Boroughs are presenting at their next meetings. Hellam Township should have a final copy and possibly vote for approval by the second meeting in February.
- Provided a copy of the Social Media Stats for December.
- Provided a copy of the estimate for codifying the approved ordinances for 2022 and 2023. No approval is necessary. The codification was budgeted for 2024.
- Provided a report summary of the meetings for key stake holders for the Susquehanna Riverlands State Park.
- Reported that York County Commissioners awarded \$40,000 to Hellam Township for upgrades to Liberty Park via the Marcellus Shale Legacy Fund.
- Provided a list of awarded grants, grants waiting for decision as well as grants that were not awarded, of which, there was only one.
- Reported that the Planning Commission asked if Solicitor Leber could come to their next meeting to answer any questions on the Conditional Use that they will be reviewing. Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, the Board approved Solicitor Leber attending the next Planning Commission meeting. Motion carried 3 – 0.

Solicitor, Brad Leber:

- Reported that he reached out to Seagrave in reference to the Wrightsville Engine progress. He was told that the engine is due to go on the line in April and is expected to be completed for delivery in late July, early August. He will reach out monthly to get updates from Seagrave.

Communications from Supervisors

None

Old Business

None

New Business

- A. Upon a motion by Supervisor Otterbein, seconded by Supervisor Shillott, Karen Peffley was appointed to the Vacancy Board for a one-year term which expires on December 31, 2024.
- B. The next Board of Supervisors meeting will be a work session to discuss goals and objectives for the year and will be held February 1, 2024, at 6:00 p.m.

Vice-Chairman Conaway adjourned the meeting at 6:38 p.m.

Respectfully submitted,

Corina L. Mann
Secretary