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**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF February 15, 2024**

The Hellam Township Board of Supervisors meeting was called to order at 6:00 p.m. by Chairman Dave Cox, who led the Pledge of Allegiance. Supervisors William Conaway and Michael Shillott were present, in person. Supervisor Nedette Otterbein was present via ZOOM. 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 January. During the month of January there were a total of 633 calls with 25 reported accidents, 38 criminal charges, 84 traffic citations and 84 traffic warnings. All officers completed their monthly Boyle training, Lieutenant Heistand and Detective Mills completed a two-day class preparing them to become FAA certified drone pilots, and the department escorted the high school wrestling team out of town while they were on their way to a playoff match. K9 Officer Carpenter and K9 Cerberus attended their mandatory monthly training and the K9 team assisted Lower Windsor Township Police at a residence in East Prospect Borough where a wanted felon was captured and a large quantity of drugs were seized. Chief Pollock presented a plaque to Mr. Ivan Phipps, who acts as the “full time bad guy”, to help K9 Officer Carpenter train K9 Cerberus. Chief Pollock also showed the Board the plaque that was done to be hung in the Board room and will also be presented to the two biggest donors to the K9 fund.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for January. During January, the department responded to 70 calls of which, 45 were in Hellam Township. In comparison, last year there were 30 calls of which 15 were in Hellam Township. There was one automatic fire alarm reported during the month. There was a significant increase in medical assist calls for the month with nine of them being at the same address. Members attended training on Building Construction, crews completed a standby for Strinestown Fire Company, and attended funeral services for Jack Bowers. The Brush truck replacement is scheduled for completion in June and the Committee is planning the equipment layout of the vehicle so bracket and materials can be on hand to mount all tools and equipment once the truck is delivered. The department received confirmation of an award from the PA State Fire Commissioner’s Grant, which will be used to purchase a battery powered ventilation fan, two thermal imaging cameras, two explosive gas meters, and numerous items for the larger winch on the new Brush truck.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for January. The department responded to 75 calls during the month of January, 31 of which were in Hellam Township. Members continued push training, completed recerts on Self-Contained Breathing Apparatus, and driver recert and license checks. The department received a grant for \$32,000 from the York County Community Fund that will be used to replace outdated rope and hardware, and any shortages with requirements to be added to future swift water rescue teams. The state grant of \$20,000 will be used for confined space equipment. The current bunk room was successfully converted into private rooms with donations from Hope Depot. There is a total of eight private rooms and two bunk beds with the ability to sleep 12 total at any given time. The department also gained three new members at the beginning of the year. Chief Livelsberger also included the department’s 2023 Year End Report.
- C. Ambulance** – During the month of January, there was a total of 64 calls in Hellam Township. There were 84 Class 1 calls, 15 Class 2, and 59 Class 3. The report also included dispatched company, outcome, and transporting company.

- D. **Emergency Management** – Emergency Management Coordinator Chirs Eaton provided a copy of the 2024 Emergency Operations Plan and the Municipal Concurrence form for the Board to review and approve. He listed any changes that were made and an explanation. He also provided a copy of a guide for elected officials that explains emergency management laws and responsibilities. Upon a motion by Supervisor Conaway, seconded by Supervisor Shillott, the 2024 Emergency Operations Plan was approved. Motion carried 4 – 0.
- E. **Public Works/Highway** – Roadmaster, Curt Ferree, provided a written report for January. During the month of January, the department responded to ten call outs, plow trucks were out for snow and ice events, all snow equipment was checked and repaired after each snow event, and general maintenance on the buildings and all non-snow vehicles and equipment continued. The department also cut grass edges and opened side gutters along roadways, replaced several new signs, posts, and break-a-ways throughout the township, ran routes several times to clean storm boxes and debris off roadways, and filled pot holes on various roads. They cleaned up several trees that were across roadways, completed one stormwater inspection, and responded to 38 PA one calls.
- F. **Zoning** – Zoning Officer, Jason Test, provided a written report for January. During January, there was a total of five permit applications received and five permits issued. There were two new complaints with two resolved. There was also a list of ongoing zoning and SALDO cases. District 1 is 98% complete for pumping, District 2 is 86% complete, and District 3 is 18% complete.
- G. **Environmental Advisory Council** – The EAC provided a copy of their minutes from their February 12, 2024 meeting. Old business discussed included the Rain Garden, tree planting, Trees-from-seeds event, Strategic Plan, monitoring Kreutz Creek, and the mowing ordinance. New business included recycling poster, SALDO, Pollinator Festival, rain barrel painting, and Facebook point person. There was also a list of member action items to do before March meeting.
- H. **Eastern York Sewer Authority** – Minutes from the Authority’s December 18, 2023 meeting were provided. Total expenses for December 2023 were \$62,611.15, which included \$9,124.00 for 2016 Bank Note.
- I. **Eastern York Recreation Authority** – Provided a copy of their February 2024 Director’s Report.

Communications from Citizens

Mr. Bob Hale asked what variances were discussed at the February 8th Planning Commission meeting. Solicitor Leber explained that all variances discussed were regarding setbacks.

Planning and Zoning

Planning Commission

- A. Upon a motion by Supervisor Conaway, seconded by Supervisor Shillott, Robert Searer was appointed to the Planning Commission as an alternate for a three-year term. Motion carried 4 – 0.
- B. Draft minutes from the February 8, 2024 meeting were provided.

Minutes Approval

Financial Reports

- A. Budget Report – January 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the January 2024 Budget Report was approved. Motion carried 4 – 0.
- B. Treasurer’s Report – January 2024 – Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the January 2024 Treasurer’s Report was approved. Motion carried 4 – 0.
- C. Disbursements List – February 15th, 2024 – Upon a motion by Supervisor Conaway, seconded by Supervisor Cox, the February 15th, 2024 disbursement list, was approved. Motion carried 4 – 0.

Manager & Solicitor Reports

Township Manager, Corina Mann:

Solicitor, Brad Leber:

- Reported that he reached out to the Solicitors for each Borough in reference to the Fire Commission. Hallam Borough would like to see a form of by-laws before agreeing to the formation of the Commission. He will continue corresponding to find out exactly what they are looking for and keep the process moving.

Communications from Supervisors

Supervisor Shillott reported that he is looking for approximately 100 residents to complete a survey on solar and he would like to get it put up on Engage and Savvy Citizen. He also attended the EAC meeting as the Board liaison, attended a seminar on Stormwater, and is working with Ms. Mann on finding available money for stormwater projects. He also sent an email to DEP asking why the township's application was not picked for a grant applied for, so we know what to do better the next time.

Supervisor Cox asked what the Township needs to do to look at the tax credit for firefighters. Ms. Mann asked the fire chiefs how many members this would affect and it was only a few between the two departments. Ms. Mann stated that this was discussed during the Municipal Manager's meeting when the York County Commissioners presented. The County was asked if they would assist in presenting to the school regarding this tax credit as this is where the most benefit for firefighter's would come from.

Old Business

None

New Business

- A. York Water Hydrant Installation request was discussed during the agency report portion of the meeting so the Fire Chief's could weigh in on what their thoughts were about the request. There was discussion about the number of hydrants on Kreutz Creek Road, what the flow rate would be and if it was necessary to have them that close together. The Crestwood request was discussed in the fact that there is already a hydrant in the area and all the houses are within 1,000 ft. of it so there was no need for another. Ms. Mann suggested she reach out to York Water and include the Fire Chief's on the chain to get clarification and be able to ask other questions to report back to the Board at the next meeting.
- B. Lancaster Conservancy – Roundtop Nature Preserve Addition/Acquisition Letter of Support. A map of the area was provided. Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the drafting of a letter of support was approved. Motion carried 4 – 0.
- C. The next Board of Supervisors meeting will be March 7, 2024, at 6:00 p.m. This meeting will be focused on reviewing the goals and objectives for 2024.

Upon a motion by Supervisor Shillott, seconded by Supervisor Conaway, the meeting was adjourned at 6:56 p.m.

Respectfully submitted,

Corina L. Mann
Secretary