

## REGULAR MEETING OF HALLAM BOROUGH COUNCIL

August 14, 2023

The regular meeting of the Hallam Borough Council was held at the Hallam Borough Municipal building, located at 250 West Beaver Street, Hallam, PA 17406 at 6:30 p.m. with the following members present: Mayor Susan Horner, President Bill Fitzpatrick, VP Harry (Chip) Smith, Jr., arriving at 6:32 p.m., Scott Nelson, Kim Krotzer and Cindy Knox.

Sharon Dupler, Secretary, Sherry Myers, Zoning Officer and Treasurer, Derek Rinaldo, C.S. Davidson Inc., Attorney Devon Myers, CGA Law Firm (via telephone) and to the best of my knowledge the following attendees: Howard Gromling and Carl Newcomer (Hallam Borough Road Crew), Chief Doug Pollock (Hellam Township Police Department), Adam Marden (Penn State Health Life Lion), Eric Strittmatter (Hellam Fire Co. Fire Chief), Derek Dietz, Axel Ulrich and Barry Miller.

**Cindy moved, seconded by Scott to approve the July 10<sup>th</sup> Council meeting minutes as written. Motion passed unanimously.**

Police Report – The police report was submitted prior to the meeting. There were 117 calls for the month of July in the Borough. Chief Pollock stated several officers completed various training classes. A certified therapy dog will be placed with the School Resource officer. There was a noise complaint from a Borough resident regarding after-hours visitors in Emig Park. Chief Pollock instructed Council to have residents call 911 with any future complaints.

Ambulance Report - The ambulance report was submitted prior to the meeting. There were 12 calls for the month of July in the Borough. Penn State Health Life Lion will service three additional municipalities beginning January 2024. There were no questions on the report. Adam stated the ambulance report for September will be emailed late due to a scheduled vacation.

Fire Company Report – The report was not submitted in time for the meeting. Chief Eric Strittmatter gave the fire company report. The Brush truck is at the body manufacturer and delivery date is anticipated for May 2024. There was some discussion regarding the closure of the Wrightsville-Columbia Route 462 bridge. PennDOT is doing monthly inspections of the bridge and it can be closed at any moment. There were no questions on the report.

Solicitor Report: Attorney Myers attended the meeting via telephone. Devon prepared a draft resolution and ordinance of the Volunteer Tax Credit Program which was distributed to Council to review. The resolution establishes the program criteria and the ordinance establishes the Volunteer Tax Credit Program. There are currently no EMS volunteers residing in the Borough so Council chose to remove EMS service volunteers from the program. **Kim moved, seconded by Chip authorizing advertisement of Ordinance 2023-01, Establishing a Volunteer Service Credit Program; Enacting Tax Credits for Volunteer Members of Volunteer Fire Companies and Nonprofit Emergency Medical Service Agencies; and Establishing Administrative Procedures and Appeals. Motion passed unanimously.**

Devon and Sharon reviewed the draft committee policy. Devon will be making some changes and will distribute to Council for review and consideration at the September Council meeting.

There was some debate on alleged violations of the Ethics Code. Devon could not find any information that would allow an Executive Session to be held on this matter; therefore, it was discussed in public session. Devon stated Bill questioned ethics violation issues with Chip acting as building code inspector and holding office as a member of Borough Council. After Devon contacted PSAB (Pennsylvania State Association of Boroughs) and the State Ethics Commission, it was recommended that Chip contact the State Ethics Commission and request an opinion on the matter from their Chief Legal Counsel. The State Ethics Commission Counsel released an opinion that there would be a conflict of interest if the Council member participated in matters before the Borough Council pertaining to the third-party agency (Code Administrators, Inc.) or if the Council member has supervisory or overall responsibilities for the implementation of a contract between the Borough and the third-party agency. It was determined that any ethics questions or violations must be addressed with the State Ethics Commission.

Engineer report: York Water/Columbia Gas Project: Columbia Gas is finalizing all required permitting.

PA Small Water and Sewer Grant: An award announcement is anticipated in September at the earliest.

2023 Street Maintenance Contract #2: Martin Paving completed the double application of chip seal on August 8<sup>th</sup>. They plan to return in approximately two weeks to sweep the loose stones and apply the fog seal.

2023 Street Maintenance Contract #1: Kinsley Construction anticipates an August 21<sup>st</sup> start date.

West Beaver Street Swale Erosion (Keller Run): The Borough road crew made the necessary corrective measures to repair the channel erosion.

PA DCED Local Share Grant: Through funds collected as part of gaming revenues from casinos, the PA Commonwealth Finance Agency has established a program to distribute monies to eligible applicants. Numerous eligible activities are included in the grant. However, Derek recommended the Borough consider preparing a grant application for any equipment/machinery needs they may have first, and then consider project needs second. There is no required match but, there is a \$100 application fee and the application deadline is September 30, 2023. Council discussed some options and will need to make a list of equipment needs and gather quotes to give to Derek prior to the September Council meeting.

**Chip moved, seconded by Cindy authorizing C.S. Davidson, Inc. to prepare a grant application, on behalf of the Borough, to submit for the Local Share Account Category 4 Facilities Program grant. Motion passed unanimously.** Cindy questioned the availability of grants for stream restoration projects. Derek stated that preliminary engineering and design work would need to be done prior to applying for a grant.

Public Comment: There was no public comment.

Zoning Officer: The report was distributed for Council's review. Several enforcement letters were issued as noted in the report. Commonwealth Code Inspection Services and Sherry have set up a system for submitting completed building code applications. The applicant will pick up their permit and pay the permit fee directly to Commonwealth Code's York office. Sherry will receive inspection reports via email. At the completion of the project, Commonwealth Code will issue a certificate of occupancy for Sherry to sign off on and end the project and mail to the applicant.

Treasurer's Report: The report was distributed prior to the meeting.

Checking Account Balance.....	\$45,320.59
Receipts – Deposits + Interest.....	\$56,384.32
Trans In.....	\$80,000.00
Void Check.....	\$0.00
To Debit.....	\$881.97
Expenditures..... Check #7990 to Check #8015.....	\$139,255.92
Trans MM.....	\$0.00
To War Memorial.....	\$75.00
Checking Account Balance.....	\$42,373.99

**Cindy moved, seconded by Chip to approve the Treasurer's report. Motion passed unanimously.**

**Cindy moved, seconded by Chip to approve the Highway Aid with a balance of \$97,641.18. Motion passed unanimously.**

Secretary Report: Due to Milton Sultzbaugh's passing, the school flashers are being managed by the Borough road crew.

President Report: Bill attended three emergency services meetings since the last Council meeting and provided a summary of these committee meetings to the Borough Secretary. Jerry Ozog, Strategic Fire Planning Consultant, will be presenting information about the fire services planning report at a public meeting on Wednesday, August 16, 2023 at the Hellam Fire Hall located at 163 East Market Street, Hallam. This meeting will involve Hallam Borough Council, Wrightsville Borough Council and Hellam Township Supervisors and is considered a special meeting; therefore, must be advertised in a public newspaper. **Kim moved, seconded by Scott, authorizing advertisement of the Fire Service Strategic Planning Special meeting on August 16, 2023 at 7:00 p.m. in the Hellam Fire Hall located at 163 East Market Street, Hallam and for the cost of the advertisement to be shared by Hallam Borough, Wrightsville Borough and Hellam Township. Motion passed unanimously.**

Mayor Report: Mayor Horner attended a quarterly Emergency Management Agency meeting on August 9<sup>th</sup> at the Lower Windsor Township Municipal building as well as the Pennsylvania Mayor's Association conference in Lancaster. The Mayor noted that residents are cleaning the gutter line in front of their properties.

Committee Reports: The EYCEMA report was submitted prior to the meeting. There was no written report submitted by the Media and Technology committee. In Crystal's absence, Chip stated that the committee is continuing to post information for the public as necessary. An ARPA report was submitted with no changes. The Health and Sanitation report was distributed prior to the meeting with some noted collection issues. Sharon requested and was provided with two estimates for repairing a parking lot light that stopped working at Emig Park. Both estimates were for converting the light to LED. Ascom Inc. submitted an estimate in the amount of \$450.00 and Lefever Electric Inc. submitted an estimate in the amount of \$720.00. **Chip moved, seconded by Cindy authorizing Ascom Inc. to repair the parking lot light in Emig Park in the amount of \$450.00. Motion passed unanimously.** The Building committee report was submitted prior to the meeting. Jim Hamrick is working on a revised floor plan and rendering of the Borough building. There was no update on the Regional Comprehensive Plan.

Eastern York Recreation Authority: There was no report.

Howie stated the Hellam Recreation Carnival will have some new vendors, the same music each night and a car/jeep show is scheduled for Friday. **Chip moved, seconded by Cindy authorizing Howie to use the Borough tractor to set up for the carnival. Motion passed unanimously.**

There was some discussion on purchasing new crosswalk signs with strobing lights to be installed at the school crosswalk. Council will discuss further during the upcoming 2024 General Fund Budget sessions. Cindy recommended also discussing putting a speed sign at each end of town.

**Chip moved, seconded by Cindy to cancel the August 24, 2023 Council meeting. Motion passed unanimously.**

**Chip moved, seconded by Cindy to adjourn at 7:48 p.m. Motion passed unanimously.**

Secretary,  
/s/ Sharon L. Dupler