

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

August 9, 2021

The regular meeting of the Hallam Borough Council was held at the Friendship Fire Company community hall, located at 163 East Market Street, Hallam, PA 17406 at 6:30 p.m. with the following members present: Mayor Glenn Wascovich, President Bill Fitzpatrick, VP Harry (Chip) Smith, Jr., Melody Stine, Matthew Flinchbaugh, Kim Krotzer, Cindy Knox and Crystal Weston.

Sharon Dupler, Secretary, Sherry Myers, Zoning Officer and Treasurer, Attorney Beth Kern, CGA Law Firm, Derek Rinaldo, C.S. Davidson Inc. and to the best of my knowledge the following attendees: Chief Doug Pollock (Hellam Township Police), Adam Marden (SVEMS), Howard Gromling and Carl Newcomer (Hallam Borough Road Crew), Derek Dietz, Barry Miller, Susan Horner and Deanna Graham.

Chip moved, seconded by Cindy to approve the July 12th meeting minutes as written. Yes-Bill, Chip, Kim, Cindy, Crystal. Abstained-Melody, Matthew. Motion passed.

The monthly police report was distributed earlier. There were 91 calls for the month of July in the Borough. There were a couple of questions regarding the code listed for incident types on the report. K9 Officer Carpenter and Chief Pollock were interviewed by DEA agents and approved for enrollment into the canine training materials (illegal narcotics) program. The police department will now have access to any type of illegal drug so Officer Carpenter can better train K9 Cerberus. The Hellam Township Police Department was selected to participate in a new "Co-responder" pilot program where a crisis counselor will respond separately from emergency services to a call, when needed, to help those in need of mental health treatment. The police department and all emergency services will continue to meet to discuss and plan for large scale events at any of the schools in the Eastern York School District. The school board President has now assigned two board members to join in these monthly meetings.

The monthly ambulance report was distributed earlier. There were 13 calls for the month of July in the Borough. There were no questions on the report.

The monthly fire company report was distributed earlier. For the month of July, there were 3 calls and 0 false alarms in the Borough. There were no questions on the report.

The EYCEMA report was distributed earlier. There were no questions on the report.

Attorney Beth Kern reminded Council the new Sunshine Law requirements regarding the meeting agenda will take effect August 29, 2021.

Attorney Kern stated Mark Toomey's (275 South Prospect Street property owner) attorney drafted an Easement Agreement to provide him and/or his tenant(s) access to the property over property currently owned by Hallam Borough. After some discussion, Council noted the recording expenses should be listed as Toomey's expense and requested to include a statement that if any driveway expansion on the south side is ever needed, it must be addressed with the Borough first. Attorney Kern recommended tabling executing the easement agreement until a revised agreement is obtained. Chip moved, seconded by Matthew to table executing the easement agreement until the September meeting. Motion passed unanimously.

There was discussion on the Eastern York County Sewer Authority's (EYCSA) request for support from Hallam Borough's allocation of the American Rescue Plan Act (ARPA) funds for replacing the Campbell Road pump station and perform modifications to the effluent piping at the wastewater treatment plant which is located in the Borough. The EYCSA applied for a CFA Grant for the project and was not awarded funding. The EYCSA also made a similar request to Hellam Township and has, to date, not received a response. Attorney Kern stated that sewer improvement projects are permissible under the requirements of ARPA. Chip moved, seconded by Cindy to table the Eastern York County Sewer Authority's (EYCSA) request for American Rescue Plan Act (ARPA) support for all or part of the cost of replacing the Campbell Road pump station and perform modifications to the effluent piping at the wastewater treatment plant located in the Borough until the EYCSA can provide a detailed cost estimate and until the Borough has determined that these funds cannot be used for a Borough owned project. Motion passed unanimously.

Chip moved, seconded by Matthew to accept Michael Feight's resignation as Hallam Borough Auditor effective immediately. Motion passed unanimously.

Sharon received a letter of interest from Stephen Lauer, 285 Robin Ann Court, to fill the Hallam Borough Auditor position. Chip moved, seconded by Cindy to pass Resolution 2021-3, Appointing Stephen Lauer, a registered elector of Hallam Borough, to the auditor position previously held by Michael Feight, until January 3, 2022. Motion passed unanimously.

There was some discussion about installing no parking signs or painting curbs yellow on certain streets within the Borough. A traffic study is needed in order to enforce areas as no parking. Council reviewed the list of streets received from the fire company requesting to have no parking signs installed. Chip moved, seconded by Cindy recommending the fire company reevaluate their list of streets they requested to be posted for no parking and decide which ones absolutely must have no parking and submit a new list for Council's review. Motion passed unanimously.

Based on a complaint, Sherry sent a Notice of Violation to the owner of 210 Guy Street for weeds, out-of-control bamboo and a collapsed fence in the side yard falling in the neighbor's yard. The owner has not responded. Sherry asked Attorney Beth Kern if the Borough can legally force the owner to comply with the recent notice by hiring a contractor to clean up the property without a court order, as there is already a sidewalk lien on the property. Beth will research options the Borough would have with taking charge without having to file a complaint through the District Magistrate's office. Sherry will also research how to obtain an officer number through the District Magistrate's office so she may file violation citations on behalf of the Borough.

There were three ordinances advertised for adoption. Cindy moved, seconded by Chip to pass Ordinance 2021-2, Amending and Restating Ordinance 2007-02, Licenses, Permits and General Business Regulations contingent upon removing "from the hours of 9 am until 9 pm local time" from Section 2. Motion passed unanimously. Chip moved, seconded by Melody to pass Ordinance 2021-3, Regulating Littering within the Borough. Motion passed unanimously. Matthew moved, seconded by Chip to pass Ordinance 2021-4, Amending and Restating Ordinances 1978-03, 1997-02, 2004-01, 2009-01 and 2014-05, Rules and Regulations for Parks and Recreation Places Codified as Chapter 16, Part 1 of the Hallam Borough Code of Ordinances. Motion passed unanimously.

Derek gave the Engineer's report. The Cherry Avenue bridge replacement project remains on schedule to be bid in the first quarter of 2022. A routine 6-month bridge inspection was completed in July. The abutment rotation was checked with minor changes noted from previous measurements. In the opinion of the inspector, the change in rotation is not significant enough to warrant closure of the bridge at this time.

The West Beaver Street Swale Erosion project (Keller Run) holds a one-year maintenance bond. The site will be continuously monitored to ensure any necessary corrections are made by the contractor within the warranty period. Derek recommended the Borough approve Application for Payment #3 in the amount of \$8,717.75 (remaining retainage) for this project. This will allow completion all of the final grant paperwork. Chip moved, seconded by Matthew approving Application for Payment #3 in the amount of \$8,717.75 (remaining retainage) for the West Beaver Street Swale Erosion project. Motion passed unanimously. Sharon submitted a time extension request for the Growing Greener Grant to DEP for approval to allow the Borough to utilize the remaining grant funds to be used to cover the final paperwork expenses. The National Fish and Wildlife Foundation (NFWF) Grant will cover \$136,308.04 of the project cost and the Borough's match will be \$45,921.96. Of the \$82,000.00 the Borough received from the York County Storm Water Consortium for the West Beaver Street Swale Erosion Project, \$67,450.28 remained for construction expenses. Derek advised the York County Planning Commission (YCPC) of the Borough's intent to utilize the \$45K of the remaining funds and return the balance to the Consortium. The YCPC requested the Borough consider utilizing leftover DEP CAP funds to cover the match as the County was being forced to return the unused funds to DEP. This is the same funding source the Borough was previously under contract for but returned because it was not needed. The YCPC provided a new CAP Agreement for Council to execute to accept the money. Once all funding is received and the grants are closed, Council can formally move to return the unused Consortium funds. Matthew moved, seconded by Chip to enter into a CAP Implementation Grant Agreement #2 with the YCPC with total payment not to exceed \$45,921.96. Motion passed unanimously.

The Borough is waiting for the fully executed grant agreement from PEMA for the Frysville Road Hazard Mitigation Grant. Once the agreement is received, the Borough can enter into agreements of sale with the property owners at 295 and 297 Frysville Road. The property owners involved have been given an update on this project.

Derek announced there were two bids received for the 2021 Crack Sealing project. Russel Standard Corporation submitted a bid in the amount of \$37,367.50 and Stewart and Tate submitted a bid in the amount of \$41,295.00. Chip moved, seconded by Melody to award the 2021 Crack Sealing project to the low bidder, Russell Standard Corporation, in the amount of \$37,367.50. Motion passed unanimously.

Council reviewed the sample street degradation ordinance that Derek provided last month. After some discussion, Council requested Derek prepare a draft ordinance for the September meeting.

To maintain MS4 compliance, municipalities must have a model stormwater ordinance consistent with a current Act 167 Plan (updated every 5 years) or with DEP's 2022 Model Stormwater Ordinance. The YCPC has conveyed to C.S. Davidson that they are not currently planning an update to the County 167 Plan which is now over 10 years old. The Borough will need to update their current Stormwater Ordinance to be consistent with DEP's 2022 Model prior to the end of the current MS4 reporting period. C.S. Davidson has been having regulatory discussions with DEP and has developed a template ordinance. C.S. Davidson, for a flat fee, would like to work with Borough Council to tailor an updated stormwater management ordinance to the Borough's needs. Chip moved, seconded by Crystal authorizing C.S. Davidson to work with the Borough on a new Stormwater Management ordinance tailored to the Borough using C.S. Davidson's template ordinance. Motion passed unanimously.

Howie Gromling gave the Road Crew report. The storm drains to the west of Prospect Street and north of Market Street were cleaned. Jake and Howie picked up debris and repaired some lighting in the park. Jake received a complaint regarding the outfall located in Wilson Springs and to the rear of 101 S. Prospect St. Derek will schedule a site visit.

Deanna Graham, 285 West Beaver Street, gave an estimate of approximately \$700.00 for creating two(2) new welcome to Hallam Borough signs to replace those located at each end of the Borough. Cindy moved, seconded by Melody authorizing Deanna Graham to proceed with designing new signs for Council to review at an approximate total cost of \$700.00. Motion passed unanimously. Deanna also provided Council with Borough logo designs for consideration.

Sherry gave the Zoning Officer report. There was no Planning Commission meeting held in July. Sherry participated in a PSAB webinar called “Preventing Blight: Enacting and Implementing a Ticketing Ordinance for Code Violations”. She provided Council with a sample for review and comment. The idea behind it is to try to identify property violations before they worsen without going through the lengthy court system.

Sherry gave the monthly Treasurer's Report.

Checking Account Balance.....	\$99,994.02
Receipts – Deposits + Interest.....	\$184,148.96
To MM.....	\$0.00
Void Check.....	\$0.00
To Debit.....	\$0.00
Expenditures Check #7115 to Check #7158.....	\$263,151.56
To Fire Tax.....	\$0.00
To War Memorial.....	\$0.00
Checking Account Balance.....	\$20,991.42

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

Cindy moved, seconded by Melody to approve the Highway Aid with a balance of \$158,615.43. Motion passed unanimously.

Sharon asked Council how to proceed with an outstanding sidewalk invoice in the amount of \$580.00 from the 2018 Brigadoon Street Project for Jeremy Drawbaugh, 436 West Beaver Street. Sharon sent several outstanding balance notices and tried contacting Mr. Drawbaugh with no response. Kim stated he will try contacting him and report back to Council.

Sharon provided Council with the draft bid specifications and bid proposal form for the collection of trash, recycling and one (1) large bulk item for review and authorization to advertise. Chip moved, seconded by Cindy authorizing Sharon to advertise for bids for the collection of trash, recycling and one (1) large bulk item per week per collection point within the Borough beginning January 1, 2022 for a 1, 2, or 3 calendar year period. Motion passed unanimously.

There was no Media and Technology committee report.

Melody received a few phone calls regarding missed trash collections that were addressed.

Kim stated that Phyllis Bollinger plans to resign as flower caretaker of the War Memorial planters.

There was no Mayor report.

The Eastern York Recreation Authority meeting for August was cancelled. York County 911 contacted the Eastern York Recreation Authority requesting a Borough contact in the case of an emergency at Emig Park. Cindy volunteered to be the Borough’s contact for emergencies.

The First Night committee is planning for the 2021 New Year’s Eve event.

Cindy moved, seconded by Chip to cancel the August 26, 2021 Council meeting. Yes-Bill, Chip, Crystal, Kim, Cindy. No-Melody, Matthew. Motion passed.

Cindy moved, seconded by Matthew to adjourn at 9:15 p.m. Motion passed unanimously.

Secretary,
/s/ Sharon L. Dupler