

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

December 12, 2022

The regular meeting of the Hallam Borough Council was held at the Hellam Fire Company community hall, located at 163 East Market Street, Hallam, PA 17406 at 6:31 p.m. with the following members present: Mayor Susan Horner, President Bill Fitzpatrick, VP Harry (Chip) Smith, Jr., Kim Krotzer and Cindy Knox.

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

Cindy moved, seconded by Kim to approve the November 30th meeting minutes with the following correction: Park Caretaker salary effective seven (7) months (April 1 to October 31) instead of eight (8) months (April 1 to November 30). Motion passed unanimously.

Chief Pollock gave the monthly police report. Sharon did not receive the report prior to the meeting. There were 105 calls for the month of November. Several officers attended training classes. The police department continues to work with the Eastern York School Board and the Superintendent with implementing a School Resource Officer beginning mid-late January 2023, working between Kreutz Creek Elementary and Wrightsville Elementary.

The monthly ambulance report was submitted prior to the meeting. There were 17 calls in Hallam Borough for the month of November. There were no questions on the report.

Eric Strittmatter gave the monthly fire company report. There were no questions.

Attorney Devon Myers reported Cohen Law Group has completed the Comcast Cable Franchise audit and found the Borough was underpaid in the amount of \$349.26 and will proceed with recovery of the underpayment on behalf of the Borough.

There was some discussion on the draft fireworks ordinance. Council decided not to adopt the fireworks ordinance at this time because the State law protects the Borough.

Devon stated Council is not ready to take action on the Volunteer Tax Credit Program because specific criteria must first be determined.

Devon stated PSAB is recommending committee meetings be advertised even if there is no quorum. After discussion, Council decided that committee meetings will be advertised as the last Monday of each month beginning at 6:30 p.m. on an as needed basis.

Derek gave the Engineer's report. As of today, the Cherry Avenue bridge has been removed. The new bridge should be installed by the end of the week. The contractor is on schedule.

In preparing the PA Small Water and Sewer grant application, Derek provided Council with a cost estimate in the amount of \$275,607.70 to replace the storm sewer pipe off of Steven Drive and also the pipe off of West Beaver Street to Keller Run. The damaged inlet on South Wilson Lane was not included in the grant application as C.S. Davidson felt it did not read well in the application, but the repair will still be completed as part of the contract. The Borough will be responsible for a fifteen percent (15%) match from the ARPA funds. **Chip moved, seconded by Cindy to pass Resolution 2022-09, Designate Agent to Execute Grant Documents. Motion passed unanimously.**

All required work has been completed for the Emig Park Pedestrian Bridge Replacement abutment project. Derek recommended approval of the final Application for Payment No. 2 in the amount of \$6,862.62. **Cindy moved, seconded by Chip to approve Application for Payment No. 2 (Final) in the amount of \$6,862.62 to Pennell Services. Motion passed unanimously.** There was some discussion on the delivery timeframe of the bridge kit. Sharon will contact Wheeler to see if delivery can be pushed off until February or March instead of January.

On November 21st, the Borough Road Crew alerted Derek of a large depression that formed in South Prospect Street near the Buttonwood Lane intersection which is in alignment with the water main and near a patch from a recent water main repair. York Water Co. was dispatched and confirmed a water main leak in the vicinity of the depression. York Water will excavate the street and make the necessary repair to the water main.

York Water Co. is proposing to replace water mains in West Beaver Street from South Broad Street to approximately the midpoint between the South Lee Street and Emig Street intersections. Main replacement is also proposed on Church Street from West Beaver Street to Guy Street. York Water Co. has offered to mill and overlay West Beaver Street for the extent of this project. Derek recommended Council waive the degradation fee when a street is completely re-paved. Council agreed to waive the degradation fee as long as C.S. Davidson is involved in the effort.

There was no public comment.

There was no Road Crew report.

The Zoning Officer’s report was distributed prior to the meeting. There were no questions on the report. Approval of the 2023 Code Administrators contract was tabled until January.

Sherry gave the monthly Treasurer's Report. The professional audit by Hamilton & Musser for the year 2022 has begun. Upon reviewing the Quickbooks accounts, Hamilton & Musser realized there were accounts that should have been removed from financial reports in 2008. These accounts are not active accounts but appear on reports because they have posted balances that should have been wiped out long ago. Hamilton & Musser offered to fix this long-time problem for an additional consulting fee of approximately \$600-\$700 because it will take a few extra hours outside of the audit to complete. **Chip moved, seconded by Cindy authorizing Hamilton & Musser to repair the inactive accounts within Quickbooks for an additional \$600-\$700 to be paid from the ARPA funds. Motion passed unanimously.**

Checking Account Balance.....	\$93,216.20
Receipts – Deposits + Interest.....	\$72,219.93
Trans In CD.....	\$0.00
Void Check	\$0.00
To Debit	\$837.33
Expenditures Check #7731 to Check #7757.....	\$36,607.53
Trans Fire Tax.....	\$0.00
Trans to Petty	\$0.00
To War Memorial	\$0.00
Checking Account Balance.....	\$127,991.27

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

Cindy moved, seconded by Kim to approve the Highway Aid with a balance of \$231,157.92. Motion passed unanimously.

Sharon received a donation request from the American Red Cross. Council declined the request.

Sharon also received a donation request from the Horn Farm. **Kim moved, seconded by Chip to donate \$500 to the Horn Farm. Motion passed unanimously.**

There was no President and Mayor reports.

Under Committee Reports:

Action was required on the 2023-2025 Police Services Contract. **Kim moved, seconded by Cindy to enter into a contract for police services with the Hellam Township Police Department for a three-year period (3 years) beginning January 1, 2023 to December 31, 2025. Motion passed unanimously.**

Kim moved, seconded by Cindy to pass Resolution 2022-07, Authorizing and Accepting an Agreement with Hellam Township to Provide Law Enforcement Services to Hallam Borough. Motion passed unanimously.

Chip moved, seconded by Kim to pass Resolution 2022-08, Appointing and Accepting the Police Officers of Hellam Township as Police Officers of Hallam Borough. Motion passed unanimously.

The IT report were submitted prior to the meeting. Request for Proposals are being sent for hosting services for the Borough. Chip reminded Council that emails must be sent to and from the proper Borough assigned email addresses. The Trash and Sanitation report was submitted with minor issues noted. Republic Services issued a new recycling cart to every Borough household in hopes that the collection process become more efficient. The storage areas at the park pavilions are being cleaned and organized. There was no report from the New Building committee. Under Military, Kim asked Sharon to order new military flags for the War Memorial. Phyllis Bollinger may begin using artificial flowers and plants next year in the planters at the War Memorial. There is a meeting on Monday, December 19th at Hellam Township to review RFP’s regarding the Regional Comprehensive Plan.

The last meeting of the Eastern York Recreation Authority was cancelled.

Cindy moved, seconded by Kim to adopt the 2023 General Fund Budget with the correction to 451.60 (Park Caretaker) account. Motion passed unanimously.

Kim moved, seconded by Bill to adopt Tax Levy Ordinance 2022-04, Fixing the Tax Rate for the Year 2023 at 5.2 mils for General Purposes and a Fire Tax rate of 0.87 mils. Yes-Bill, Chip, Kim. No-Cindy. Motion passed.

Chip moved, seconded by Cindy to cancel the December 22nd Council meeting. Motion passed unanimously.

Chip moved, seconded by Cindy authorizing to advertise the 2023 Hallam Borough meeting schedule. Motion passed unanimously.

Cindy moved, seconded by Chip to adjourn at 8:12 p.m. Motion passed unanimously.

Secretary,
/s/ Sharon L. Dupler

APPROVED