

## REGULAR MEETING OF HALLAM BOROUGH COUNCIL

January 13, 2025

The regular monthly meeting of the Hallam Borough Council was held at the Hallam Borough Municipal building, located at 250 West Beaver Street, Hallam, PA 17406 at 6:31 p.m. with the following members present: Mayor Nicholas Troutman, President Dan Harsh, VP Sue Horner, Harry Smith Jr. (Chip), Rhonda Smeltzer, Derek Dietz, Stephanie Felix and Cindy Knox.

Sharon Dupler, Secretary, Sherry Myers, Treasurer, Derek Rinaldo, C.S. Davidson Inc., Attorney Devon Myers, CGA Law Firm and to the best of my knowledge the following attendees: Barry Miller, Howard Gromling and Carl (Jake) Newcomer (Hallam Borough Road Crew), Chief Pollock (Hellam Township Police Department), Chief Strittmatter (Hellam Fire Co.), Karen Tiesler, Axel Ulrich (234 West Beaver Street) and Lynn Mackley (55 North Prospect Street).

**Cindy moved, seconded by Sue to approve the December 9, 2024 meeting minutes as written. Motion passed unanimously.**

Public Comment: Lynn Mackley, 55 North Prospect Street property owner, questioned why residents were not notified sooner that trash and recycling containers were not being provided by Good's Disposal Service and was now the responsibility of the homeowner to purchase and why the postcard referred only to a 32-gallon trash can size. Derek Dietz stated the contract with Good's Disposal was not finalized until the December Council meeting. Sharon Dupler stated the 32-gallon size reference is what is stated in the Borough ordinance.

Police: The December police report was distributed to Council. There were 96 calls in the Borough for the month of December. There were no questions on the report.

Fire: The fire company reports for November and December were submitted with 3 calls and 1 false alarm for the month of November in Hallam Borough. The fire station renovations have been completed. There 6 calls and no automatic fire alarms in Hallam Borough for the month of December. The fire department contracted with a grant writer to submit an application to the Assistance to Firefighters Grant Program administered by FEMA. The application was for replacement of Self-Contained Breathing Apparatus. If awarded, the grant would fund nearly \$200,000 and require a 5% match. There were no questions on the reports.

Solicitor: UCC Services: Devon reviewed and recommended some changes to the draft Professional Services Agreement with Barry Isett and Associates. **Cindy moved, seconded by Sue authorizing the Professional Services Agreement with Barry Isett and Associates, effective February 17, 2025, contingent on Barry Isett's review and approval. Motion passed unanimously.**

Shentel: A resolution must be passed by Council in order to execute a cable franchise agreement with Shentel. **Derek moved, seconded by Cindy to pass Resolution 2025-01, Authorizing Execution of a Cable Franchise Agreement Between Hallam Borough and Shenandoah Cable Television, LLC (Shentel) to include the addresses for the Borough building and the Hellam Fire Company to be added to Exhibit A, Locations for Free Cable Television Service. Motion passed unanimously.**

Eastern York Multi-Municipal Emergency Services Commission (Fire Commission): The committee for the Commission does not meet until January 15, 2025 to discuss the draft by-laws. Council tabled discussion to the February meeting.

Municibid Auction: Chip Smith announced the Municibid auctions ended this morning for the sale of the Borough's 1995 Ford F-350 pickup truck and the snow plow. **Chip moved, seconded by Cindy to accept the Municibid auction final winning bid of \$14,100.00 for the 1995 Ford F-350 pickup truck. Motion passed unanimously. Chip moved, seconded by Cindy to accept the Muncibid auction final winning bid of \$3,100.00 for the snow plow. Motion passed unanimously.** There was discussion on the type of payment to accept and the required documents needed to complete the sale. Council determined a Cashier's Check should be the accepted form of payment from the buyer. Chip and Sharon will contact the buyer tomorrow to arrange for payment and pick up. **Chip moved, seconded by Cindy authorizing Chip and/or Sharon to sign all documents pertaining to the sale of the 1995 Ford F-350 truck and the snow plow. Motion passed unanimously.**

Engineer report: 2024 Storm Sewer Improvements: Derek stated the contract will stay open until a confirmed paving cost is determined. Paving will not be done until April. Change Order #3 will not come until after the paving is complete. Kinsley submitted Change Order #2 in the amount of \$31,658.00. Change Order #2 includes the additional pipe and additional curb and sidewalk work on West Beaver Street. **Cindy moved, seconded by Chip, authorizing Change Order #2 in the amount of \$31,658.00 to Kinsley Construction. Motion passed unanimously.** Application for Payment #2 was submitted by Kinsley Construction in the amount of \$151,082.90. This holds approximately 5% retainage on the project. **Chip moved, seconded by Cindy authorizing Application for Payment #2 to Kinsley Construction in the amount of \$151,082.90. Motion passed unanimously.**

Axel Ulrich, 234 West Beaver Street, questioned if the chipped sidewalk areas will be repaired as part of the contract. Derek stated that would fall under the Columbia Gas street cut permit issued by Barry Isett and Associates. Council will address the issue with the Zoning Officer, Jodi Heffner.

Sweet Gum Lane Stormwater: Derek performed a basin inspection on Sweet Gum Lane after Sharon received a complaint about the functioning of the facility. The discharge pipe is clogged and must be cleaned out. Paul, a C.S. Davidson representative, will be sending a letter to the Sweet Gum Lane Homeowner’s Association to address the issue.

West Market Street/Emig Street Stormwater: There is a stormwater pipe coming off of West Market Street that connects into Emig Street that Jake and Howie cannot access entirely to clean debris from the pipe. Derek will contact the PennDOT District 8 representative to discuss the issue.

Public Works: As per the agenda item, the Muncibid auctions were discussed earlier in the meeting.

Zoning Officer: The monthly report was distributed to Council. Referencing the report, Chip stated Ken Roberts, PEMA representative, has had communications with Jodi Heffner and Chip Smith regarding the plan of action requirements for Prince Mobile Home Park and Welsh Recycling for evacuation during a flooding event. At this time, it is unclear how the Borough can require these property owners to produce an evacuation plan. Council will need more information from PEMA.

Secretary Report: **Cindy moved, seconded by Sue to cancel the January 23, 2025 Council meeting. Motion passed unanimously.** Sharon provided the 2025 municipal bidding thresholds published by the Pennsylvania Department of Labor and Industry.

Treasurer's Report: The Treasurer’s report was submitted for review. Sherry stated the Borough Auditors met on January 7<sup>th</sup> to reorganize. She distributed an actual compared to budget for the year 2024.

Checking Account Balance.....	\$55,297.99
Receipts – Deposits + Interest.....	\$30,613.21
Transfer In From MM .....	\$0.00
Void Check.....	\$201.37
Trans In.....	\$200,000.00
To Debit .....	\$0.00
Expenditures..... Checks/ACH/DD.....	\$204,546.71
To War Memorial .....	\$75.00
Trans to MM.....	\$0.00
Checking Account Balance.....	\$81,490.86

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

**Cindy moved, seconded by Sue to approve the Highway Aid with a balance of \$74,745.56. Motion passed unanimously.**

Borough Committee Reports: *EYCEMA/Emergency Services:* The Eastern York Emergency Management Agency report was submitted. Chris Eaton, EYCEMA Coordinator, is working on re-writing the Basic Emergency Operations Plan for the 2026 review.

*Regional Comprehensive Plan:* Michael Baker International, the Project Management Team and the Steering Committee continue to work on a name for the multi-municipal Plan.

*Eastern York Recreation Authority (EYRA):* The EYRA Board did not meet in January 2025. The next meeting is scheduled for Wednesday, February 5<sup>th</sup> at 6:00 p.m. at the Hellam Township building.

New Business: Sharon stated Council needs to fill the seat for a Vacancy Board Chairperson. An appointment is also needed to fill the unexpired term of Planning Commission member Joshua Smith with a term to expire December 31, 2027.

**Chip moved, seconded by Cindy to pass Resolution 2025-02, Reappointing Robert Schlosser as a Member of the Board of the Eastern York County Sewer Authority. Motion passed unanimously.**

**Chip moved, seconded by Cindy to set the 2025 Appointments as follows: York/Adam Tax Bureau-1 yr.-Sherry Myers Alternate: Sharon Dupler, Planning Commission-4 yrs.-James Bell (25-26-27-28), Zoning Hearing Board-3 yrs.-Trudy Metzler (25-26-27) Alternate: Mike Jacobson, Open Records Officer-1 yr.-Sharon Dupler. Motion passed unanimously.**

**President Harsh set the 2025 Borough Committees.**

**Chip moved, seconded by Cindy to adjourn at 7:46 p.m. Motion passed unanimously.**

Secretary,  
/s/ Sharon L. Dupler