

## REGULAR MEETING OF HALLAM BOROUGH COUNCIL

January 27, 2022

The second monthly meeting of the Hallam Borough Council was held at the Friendship Fire Company, 163 East Market Street, Hallam, PA 17406 beginning at 6:30 p.m. with the following members present: Mayor Susan Horner, President Bill Fitzpatrick, VP Harry (Chip) Smith, Jr., Scott Nelson, Daniel Harsh, Kim Krotzer, Cindy Knox and Crystal Weston.

Sharon Dupler, Secretary and Sherry Myers, Zoning Officer and Treasurer, Derek Rinaldo, C.S. Davidson, Inc., Attorney Beth Kern, CGA Law Firm, Jen Harsh, Melody Stine, Barry Miller, Jake Newcomer and Howard Gromling were also present.

Bill stated he had a correction to the January 3, 2022 meeting minutes stating for the record that Crystal failed to cite any specific instances related to PSAB guidelines regarding Bill operating as Council President. Cindy moved, seconded by Kim to approve the January 3, 2022 meeting minutes with the correction. Motion passed unanimously.

Attorney Kern gave the Solicitor report. Resolution 2022-03, Authorizing the Borough Council President to Execute Documents for the Purchase of Real Property, was prepared in order for the Borough to purchase 295 Frysville Road and 297 Frysville Road. Chip moved, seconded by Cindy to pass Resolution 2022-03, Authorizing the Borough Council President to Execute Documents for the Purchase of Real Property, in order for the Borough to purchase 295 Frysville Road and 297 Frysville Road. Motion passed unanimously.

There was discussion regarding best practices for Borough-generated email accounts for Council members. Beth Kern suggested contacting PSAB for cybersecurity resources and reviewing the municipal record retention manual regarding emails. The Media and Technology committee will schedule a meeting to work on generating email accounts for each Council member and report back to Council.

Derek gave the Engineer report. There was some discussion on the ARPA funding usage and reporting. He asked Council to contact him if there are any projects he can assist with.

Derek requested approval of a contract change order which locks in the quantities that have been spent to date and to extend the contract time for the Borough-wide Crack Sealing project. Chip moved, seconded by Cindy to approve Contract Change Order #1. Motion passed unanimously.

The Cherry Avenue bridge project is on schedule. Derek recommended changing the installation date to the Fall (September/October) instead of July due to material delays. This was acceptable to Council. Derek will amend the construction contract to increase the number of calendar days. A contract bid will be awarded at the February 14<sup>th</sup> Council meeting.

The closeout documents for the Growing Greener Grant have been completed and were submitted to DEP on December 30, 2021.

The closing for both 295 and 297 Frysville Road occurred Tuesday, January 25, 2022. Derek completed inspections on both properties prior to closing to ensure there was no damage as part of the requirements of the PEMA Grant. The Borough secured the properties the next day. Demolition bids for both 295 and 297 Frysville Road will be awarded at the February 14<sup>th</sup> Council meeting. Once awarded, a request for quotes will be opened for the demolition of 299 Frysville Road. Derek stated the PEMA Grant covers 295 and 297 Frysville Road at ninety-five percent (95%). He has a verbal commitment from the York County Land Bank to cover the remaining five percent (5%). In December 2020, the York County Land Bank approved funding for up to \$22,000.00 to demolish 299 Frysville Road.

There was some discussion about two squares of sidewalk around a fire hydrant that are sinking. When the contractor for the two new homes completes the concrete work, Sherry will ask if the contractor can also repair the section of sidewalk that is sinking at the fire hydrant located at the property line between 385 and 405 East Beaver Street.

There was also some discussion on refreshing the timber bridge replacement estimate for Emig Park.

There was discussion on areas of the Borough that are difficult to plow during snowstorms and areas where the fire trucks have difficulty maneuvering due to parked vehicles. Council continued discussion on completing a Borough-wide traffic study in order to post no parking signs in these areas of the Borough. Beth and Derek will research the possibility of the Borough posting "temporary no parking" signs for specific areas in the Borough.

The Media and Technology committee reported the Mayor has a new email address.

Chip moved, seconded by Cindy to appoint Melody Stine as a member of the Hallam Borough Planning Commission. The term will expire December 31, 2025. Motion passed unanimously.

The Emergency Management vehicle was taken for a dealer recall and they gave an additional estimate for other necessary repairs. Council questioned why there is only one estimate from the dealer and not one from a local garage as this vehicle is used in multiple municipalities. Bill, as an Emergency Management Board member, will speak with Corina Mann at Hellam Township regarding getting additional repair estimates.

There was discussion on the two separate war memorial funds. There is a donation fund and there is a General Fund account. The donation fund is strictly donation funded and is used for additional name plates and enhancement

work. The annual maintenance expenses come out of the General Fund account and are split between the Borough, the Kreutz Creek Valley VFW Post 7045 and Hellam Township. Council decided to continue to issue annual invoices to the Kreutz Creek Valley VFW Post 7045 and Hellam Township for annual maintenance costs for the war memorial.

Sharon reported there was a resident complaint concerning limited parking on North Lee Street. There was nothing Council could do without changing verbiage on the signs currently posted.

Sharon distributed the new Borough committee list for Council's review.

Cindy moved, seconded by Chip to adjourn at 7:57 p.m. Motion passed unanimously.

Secretary,

/s/ Sharon L. Dupler