

## REGULAR MEETING OF HALLAM BOROUGH COUNCIL

July 14, 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 6:30 p.m. with the following members present: Mayor Nicholas Troutman, President Dan Harsh, VP Sue Horner, Harry Smith Jr. (Chip), Rhonda Smeltzer, Derek Dietz and Cindy Knox.

Sharon Dupler, Borough Secretary, Sherry Myers, Treasurer, Attorney Devon Myers, CGA Law Firm and Paul Pope, C.S. Davidson were also present and to the best of my knowledge the following attendees: Todd and Carla Troutman (205 Robin Ann Court), Chief Eric Strittmatter (Hellam Fire Co.), Chief Doug Pollock (Hellam Township Police), Howard Gromling and Carl Newcomer (Hallam Borough Public Works), Axel Ulrich and Barry Miller.

**Sue moved, seconded by Chip to approve the June 9, 2025 meeting minutes as written. Yes-Dan, Chip, Rhonda, Derek, Sue. Abstained-Cindy. Motion passed.**

Public Comment: Howard Gromling, on behalf of Hellam Recreation, asked if the Borough would pay the expense for the jiffy johns and trash containers and also allow him to use the Borough's utility tractor for setting up for the annual carnival to be held August 20, 2025-August 24, 2025. **Cindy moved, seconded by Derek authorizing payment of the jiffy johns and trash containers and allowing Howard Gromling to use the Borough's utility tractor to set up for the Hellam Recreation annual carnival August 20, 2025-August 23, 2025. Motion passed unanimously.**

Todd and Carla Troutman, 205 Robin Ann Court, questioned a setback issue after recently submitting a zoning permit application for a porch addition to their home and being denied. Chip will look into the issue and confer with Jodi but, the Troutman's may need to apply for a zoning hearing to request a variance.

Police: Chief Pollock gave the police report. There were 93 calls for the month of June in the Borough. All officers completed the necessary monthly training. Lieutenant Heistand and Sergeant Mills are now part of the York County Quick Response Drone Team. There were no questions on the report.

Fire: There were 9 calls in the Borough for the month of June and 0 automatic false alarms. There were no questions on the report.

Solicitor report: *Utility Pole Placement:* The PennDOT Highway Occupancy Permit (HOP) Manager told Devon that all utility pole HOP's have a permit condition included. Devon researched different case law matters regarding this matter and none are aligning with the Borough's ability to enforce compliancy. Council agreed to have Devon send a letter to PennDOT notifying them of the issue with the placement of the utility pole's that are being replaced. There was some discussion about amending the street cut ordinance to include a timeframe to restore sidewalks after utility pole replacement.

*PA UCC State Education Fee:* Devon prepared Addendum No. 1, pertaining to the PA State Education Fee, to the agreement with Barry Isett and Associates and proposed the addendum to them. Barry Isett and Associates was willing to provide the information for the report to the Borough and the Borough complete the report and then submit it and the payment to DCED. Council agreed, as the Borough's Building Code Official, Barry Isett should complete, submit and bill the Borough accordingly for submission of the form.

*York County Regional Chesapeake Bay Pollutant Reduction Plan:* In January 2025, PA DEP published draft MS4 Permit documents for review and comment but have not yet published the responses to any comments, as required. Therefore, PA DEP's timeline for reissuance of the MS4 Permit and preparation of the required plan to meet new Permit requirements remains unknown. The York County Stormwater Consortium Management Committee is requesting participating municipalities to amend Section 9.a. of the Intergovernmental Cooperation Agreement to extend the Agreement term from December 31, 2025 to December 31, 2030 to provide ample time to complete and submit the final MS4 report for the existing Regional CBPRP and close out funded projects. Resolution 2025-06, Extending the Term of the Amended and Restated Intergovernmental Cooperation Agreement for the Implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan (CBPRP) and the amendment to amended and restated Intergovernmental Cooperation Agreement for the implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan (CBPRP) were both presented to Council for consideration.

**Chip moved, seconded by Cindy to pass Resolution 2025-06, Extending the Term of the Amended and Restated Intergovernmental Cooperation Agreement for the Implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan (CBPRP). Motion passed unanimously. Chip moved, seconded by Cindy approving the Amendment to the Amended and Restated Intergovernmental Cooperation Agreement for the Implementation of the York County Regional Chesapeake Bay Pollutant Reduction Plan. Motion passed unanimously.**

*EYCSA Snow Plowing Agreement:* Devon has prepared the agreement but recommended a termination clause of sixty days (60) for either party be added to the agreement. Council agreed to the addition of a sixty-day (60) termination clause.

Engineer report: *Borough Bridge Inspections:* In Derek's absence, Paul presented the tabulation of bids for the 2025 Bridge Maintenance Project. JDI Site Solutions submitted the low bid of \$53,412.14. C.S. Davidson recommended awarding the contract to JDI Site Solutions at the bid price of \$53,412.14, contingent on the execution of a Change Order to eliminate the guide rail work reducing the contract price to \$45,401.89. **Chip moved, seconded by Cindy to award the 2025 Bridge Maintenance Project with the removal of the guiderail work, to the lowest bidder, JDI Site Solutions, at a contract price of \$45,401.89. Motion passed unanimously.**

**2025 Crack Sealing Contract: Cindy moved, seconded by Chip authorizing advertisement of a crack sealing contract with award at the August meeting. Motion passed unanimously.**

**2024 Storm Sewer Improvements:** Kinsley Construction completed the paving work on June 19, 2025. Application for Payment #3 (Final) was submitted for approval by Kinsley Construction in the amount of \$47,180.30. **Chip moved, seconded by Rhonda authorizing Application for Payment #3 (Final) to Kinsley Construction in the amount of \$47,180.30. Motion passed unanimously.**

**408 Fitzpatrick Lane Sinkhole:** Kinsley Construction submitted a final invoice in the amount of \$6,728.04 for excavation and repair of the sinkhole. Council requested a new invoice with itemized amounts for the sidewalk replacement in order to speak with the property owner about reimbursement.

**Stormwater Inspections:** In response to complaints at the Sweet Gum Lane and Wilson Springs stormwater basins, letters were sent to the Homeowner Associations to highlight the necessary repairs needed to be completed. There has been no response to date from the HOA's regarding this matter.

**301 Friendship Avenue Stormwater Inspection:** The York County Conservation District (YCCD) received a complaint about the discharge from the stormwater basin at the rear of the Buttonwood Apartment Leasing office causing erosion on a downstream property. Council directed C.S. Davidson to further investigate the complaint and report back to Council.

**Public Works:** Jake questioned who was responsible for notifying residents about overhanging trees and weeds. Council stated that a list should be sent to Jodi in order for violation letters to be issued.

**Mayor Report:** The Mayor stated he received an email regarding having a flashing speed sign posted on Market Street in the Borough.

**Zoning Officer:** There were no questions on the zoning report. Jodi Heffner, Hallam Borough Zoning Officer, will schedule a meeting with Welsh Recycling, 310 South Broad Street to discuss providing an evacuation plan to the Borough, as required by PEMA, for removal of trailers in the event of a flood. There was a permit issued for a fence to be installed in a floodplain on a North Prospect Street property. The Borough's Fee Schedule does not have a floodplain review fee. The Borough's Fee Schedule will have to be amended to include a clause pertaining to permit applications where unique circumstances may require additional review time.

**Secretary Report: 2<sup>nd</sup> Monthly Meeting: Chip moved, seconded by Derek to cancel the July 24, 2025 Council meeting. Motion passed unanimously.**

**Hometown Hero Banners:** The Borough received a reimbursement request from Wrightsville Borough for the cost of labor for Wrightsville Borough employees to hang the Hometown Hero banners in Hallam Borough. Sue and Rhonda, on behalf of the Kreutz Creek Valley Lions Club, made prior arrangements with Eric White, Wrightsville Borough Council member, to have the banners installed at no charge. **Rhonda moved, seconded by Cindy authorizing the reimbursement request from Wrightsville Borough for the cost of the labor for Wrightsville Borough employees to hang the Hometown Hero banners in Hallam Borough to be donated by Hallam Borough Mayor, Nicholas Troutman and Sue Horner, Council Vice President. Yes-Dan, Rhonda, Derek, Cindy. Abstained-Chip, Sue. Motion passed.**

**Borough building A/C:** Sharon presented two estimates to Council for having the mini-split system cleaned. GG Chambers Mechanical recommended performing yearly maintenance and provided an estimate in the amount of \$200.00 per unit, \$400.00 total. Shambough HVACR Services LLC provided an estimate in the amount of \$500.00 total. **Cindy moved, seconded by Derek authorizing Shambough Services LLC, a Hallam Borough business, estimate to clean and check the Borough building's A/C system in the amount of \$500.00. Motion passed unanimously.**

**Hallam Borough Planning Commission:** Chastity Polonikas submitted her resignation as a member of the Hallam Borough Planning Commission, term to expire December 31, 2025. **Chip moved, seconded Cindy to accept Chastity Polonikas' resignation from the Hallam Borough Planning Commission with the term to expire December 31, 2025. Motion passed unanimously.**

**Treasurer's Report:** The Treasurer's report was submitted.

Checking Account Balance.....	\$73,793.24
Receipts – Deposits + Interest.....	\$43,840.77
Transfer In From MM.....	\$0.00
Void Check .....	\$0.00
Trans In.....	\$0.00
To Debit .....	\$0.00
Expenditures ..... Checks/ACH/DD.....	\$68,845.25
To Petty.....	\$0.00
Trans to CD's.....	\$0.00
Checking Account Balance.....	\$48,788.76

**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 \$148,935.76. Motion passed unanimously.**

Borough Committee Reports: *EYCEMA/Emergency Services:* There has not yet been a meeting scheduled to begin police contract negotiations due to conflicting vacation schedules. The contract with Penn State Health Life Lion will expire in April 2026. UPMC gave a presentation at the last Fire Commission meeting.

*Emig Park:* Jake and Howie reported that the individuals who rented the Oak Pavilion on July 12, 2025 were carrying buckets of water and dumping down the slide for the kids to slide down. **Cindy moved, seconded by Sue to retain the security deposit from the Oak Pavilion rental for July 12, 2025 for using the slide as a water slide. Motion passed unanimously.** Howie also noted that about a month ago, there were broken water balloons left on the ground at the Elm Pavilion. Council discussed amending the Emig Park rules and regulations accordingly.

*Eastern York Recreation Authority (EYRA):* The Authority meeting scheduled for July 2, 2025 was cancelled for lack of a quorum.

**Chip moved, seconded by Cindy to adjourn at 8:41p.m. Motion passed unanimously.**

Secretary,  
/s/ Sharon L. Dupler