

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

March 8, 2021

The regular meeting of the Hallam Borough Council was held virtually using the GoToMeeting platform 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 Evan Gabel, 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), Phil Smith, Eric Strittmatter (Friendship Fire Co.), Deanna Graham, Susan Horner, Judy Mueller (115 Emig Street) and Trudy Metzel.

Matthew moved, seconded by Crystal to approve the February 8th minutes. Motion passed unanimously.

The monthly police report was distributed earlier. There were 57 calls for the month of February in the Borough. The officers completed several training classes. The department recently finished a thorough restructuring of their use of force and pursuit policies which now comply with all state accreditation standards. There were no questions on the report.

The monthly ambulance report was distributed earlier. There were 10 calls for the month of February in the Borough. There were no questions on the report.

The monthly fire company reports for February and March were distributed. For the month of January, there were 3 calls and 1 false alarm in the Borough. For the month of February, there were 9 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 Evan Gabel stated Ordinance 2021-1, Amending the Hallam Borough Code of Ordinances Chapter 21, Part 4, Section 403-Responsibility for Snow and Ice Removal, has been advertised for adoption. Kim moved, seconded by Cindy to pass Ordinance 2021-1, Amending the Hallam Borough Code of Ordinances Chapter 21, Part 4, Section 403-Responsibility for Snow and Ice Removal. Motion passed unanimously.

Attorney Gabel distributed the COVID-19 workplace policy to Council for review. Chip noted that the Borough office is operating under normal business hours and the office doors should be posted that a mask must be worn to enter the building. He recommended approving the policy with the removal of the bullet point referencing the doors being locked and people being permitted to enter by appointment. Chip moved, seconded by Kim to approve the COVID-19 workplace policy with the noted change that the Borough office is operating under normal business hours and to remove the bullet point referencing the doors being locked and people being permitted to enter by appointment. Motion passed unanimously.

Evan stated the letter clarifying and explaining the parking situation was sent to the owner of 275 South Prospect Street. He will have an update at the next meeting.

Attorney Gabel spoke to Council regarding the traffic issue on North Lee Street before and after school hours. In order for the Borough to post and enforce a sign, a traffic control device of any kind requires a traffic study to be completed and then an ordinance must be passed. He recommended requesting a formal proposal for a traffic study and requesting the school to pay for the traffic study. Sharon will request three formal proposals for the traffic study.

Derek gave the monthly engineer's report. He submitted a reimbursement request, on behalf of the Borough, to the York County Stormwater Consortium in the amount of \$14,549.72 for design efforts that occurred prior to the effective date of the Growing Greener Grant. In conversation with Barry Miller, a Recreation Authority member, Derek stated the Recreation Authority seemed surprised that the outfield fencing from right to center field along the West Beaver Street Swale Erosion project was removed. Matthew did address, with the Recreation Authority, the possibility of the outfield fencing needing to be removed in construction but, he will clarify with the Recreation Authority that he did give Derek the okay for the contractor to remove the fencing if it needed to be removed as part of the construction project.

Derek, Attorney Gabel, Bill Fitzpatrick and Sharon met virtually with the Mackley's on February 16th to discuss the terms and conditions of the right of way agreement needed from their property at 55 North Prospect Street to construct and operate the new Cherry Avenue bridge. The Mackley's are not supportive of the project, but agreed in principle to sign the agreement as long as the Borough agrees to maintain the area within the permanent easement they are granting to the Borough. Derek revised the Mackley's right-of-way agreement for Council's review. Sharon will coordinate a time for the Mackley's to sign the new agreement.

Derek has had correspondence with PEMA regarding the official funding announcement for the Frysville Road Hazard Mitigation Grant. He was told that FEMA will be awarding the 2019 FMA grants "by the end of the month". He presumes that is to mean by the end of March. If officially funded, the grant will cover the acquisition and demolition of 295 and 297 Frysville Road. Derek performed a site visit to 299 Frysville Road on January 29, 2021 and is working to develop the job specifications and solicit quotes for demolition. He has growing concern with access to the site because

of the structural integrity of the private bridge. Derek would like to acquire a temporary easement from the Wenger parcel (a Hellam Township parcel) to the south of 299 Frysville Road to access the property and safely haul equipment and debris to and from the site.

Phil alerted Derek to a damaged storm drain inlet located on South Wilson Lane at Friendship Avenue. It appears that a tractor trailer got hooked behind the curb and pulled the curb and inlet top out into the street. To repair, the inlet top needs to be reset and a curb repair will need to be completed. Derek recommended the Borough monitor the site until a contractor is in the Borough to assess the needed repair. He stated, for now, it should be backfilled behind the curb to alleviate a tripping hazard to pedestrians.

Judy Mueller, 115 Emig Street, questioned what type of work was being done to the stream running behind her property and why she was not notified of the project. Derek explained the type of construction being done and stated she was not notified because the project was not affecting her property.

Sherry gave the Zoning Officer report. There were no questions on her report. There was no Planning Commission meeting held in February.

Sherry gave the monthly Treasurer's Report.

Checking Account Balance.....	\$13,846.16
Receipts – Deposits + Interest.....	\$35,467.37
From MM.....	\$15,000.00
Void Check.....	\$0.00
To Debit	\$0.00
ExpendituresCheck #6944 to Check #6974.....	\$39,546.60
To Fire Tax	\$0.00
To War Memorial.....	\$0.00
Checking Account Balance.....	\$24,766.93

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

Cindy moved, seconded by Melody to approve the Highway Aid with a balance of \$158,515.74. Motion passed unanimously.

Sharon requested quotes to have street sweeping done in the Borough either at the end of April or the beginning of May. She received a quote from Ross Industries in the amount of \$2,625.00 and a quote from Reilly Sweeping in the amount of \$556.00 for four (4) hours. In the past, street sweeping was typically completed in two (2) days. Chip moved, seconded by Cindy authorizing Sharon to schedule street sweeping at her discretion. Motion passed unanimously.

Bill stated that DC Woods, a business located in Lower Windsor Township, asked if the Borough would be interested in leaf collection for the residents. Council decided that since this was not included in the 2021 General Fund budget, they should submit a proposal for consideration for the 2022 budget discussions.

There were two proposals submitted for weed maintenance in Emig Park. Total Outdoor Management’s proposal was in the amount of \$2,568.75 and TruGreen’s proposal was in the amount of \$920.00. After some discussion, Cindy moved, seconded by Matthew to enter into an agreement with Total Outdoor Management for the 2021 spraying season (March-October) in the amount of \$2,568.75. Motion passed unanimously.

There was discussion on revising the Borough’s fee schedule as it has not been amended since 2019. Chip, Cindy and Crystal will work as a committee on revising the fee schedule and report back to Council at the next meeting.

There was some discussion on amending the transient retail ordinance. Council shared recommendations; Chip will draft an amendment for Council to review.

Cindy moved, seconded by Crystal to cancel the March 25, 2021 Council meeting. Yes-Bill, Chip, Kim, Cindy. No-Melody, Matthew, Crystal. Motion passed.

Cindy moved, seconded by Crystal to adjourn at 8:38 p.m. Motion passed unanimously.

Secretary,
/s/ Sharon L. Dupler