

HALLAM BOROUGH COUNCIL
250 West Beaver Street, Hallam PA 17406

Meeting Minutes
March 9, 2026 – 6:30 PM

CALL TO ORDER

The March 9, 2026 meeting of the Hallam Borough Council was called to order by Council President, Sue Horner, followed by the prayer and Pledge of Allegiance.

MEMBERS PRESENT

Sue Horner – President
Derek Dietz – Vice President
Cindy Knox – President Pro-Tem
Axel Ulrich
Rhonda Smeltzer
Stephanie Felix
Cindy Knox
Nicholas Troutman – Mayor-arriving at 6:32pm

ALSO PRESENT

Sharon Dupler – Secretary
Sherry Myers – Treasurer
Devon Myers – CGA Law Firm
Derek Rinaldo – C.S. Davidson Inc.
Carl Newcomer – Public Works
Howard Gromling – Public Works
Meredith Schreffler – Borough Auditor
Charlotte Smith – Borough Auditor
Barry Miller
Gary Dube
Mackenzie DeVita – CGA Law Firm
Paul Pope – C.S. Davidson Inc.

ACTION ON FEBRUARY 9, 2026 MEETING MINUTES

Motion: Cindy moved, seconded by Derek to approve the February 9, 2026 meeting minutes with the following correction: **Todd Troutman, 205 Robin Ann Ct., and Mr. Paukovits, 220 Robin Ann Ct., stated the new solar lights on Robin Ann Ct. are not working properly and not giving enough illumination. Motion carried 7-0.**

VISITORS/PUBLIC COMMENT

- Warren Bell was not in attendance.
- Meredith Schreffler, Hallam Borough Elected Auditor, gave the Auditor's report. She stated the audit is complete and the annual report was submitted to DCED. All Borough financials are in order with no findings to report.

POLICE, FIRE AND AMBULANCE

- Police – The police report was submitted with 85 calls for the month of February in the Borough. Chief Pollock provided Council with a 16-day traffic summary for the 100 block of Friendship Avenue, both north and south bound traffic.
- Fire – There was no fire company report.
- Ambulance – The ambulance reports for January and February were submitted with 15 calls in the Borough for the month of January and 9 calls for the month of February.

SOLICITOR'S REPORT

- Amendment to Street Cut Permit Ordinance – Attorney Myers stated that she is still working on researching an amendment to the street cut ordinance.
- Hallam Borough Fee Schedule – Resolution 2026-04, Amending and Restating the Hallam Borough Fee Schedule was presented to Council for approval. The PA UCC State Education Fee and the Floodplain Management Review Fee have been added to the fee schedule.

Motion: Cindy moved, seconded by Stephanie to pass Resolution 2026-04, Amending and Restating the Hallam Borough Fee Schedule Resolution 2025-03. Motion carried 6-0.

- Fundraising for the Borough – Devon stated there is no case law in the area of whether or not the Borough was allowed to have fundraisers for special events. The Pennsylvania Boroughs Association is weary of advising any municipality to allow fundraising without the adoption of a 501c3 non-profit organization. After contacting other municipalities, they disclose that they are not a 501c3 organization, not tax exempt and funds are run through the General Fund. Devon advised Council to make sure the proper disclosures are made, there is no fee to attend and only voluntary donations are made to the Borough.

- 235 West Market Street Zoning Permit – Council discussed the matter regarding the zoning permit that was approved for 235 West Market Street on November 18, 2025 and has, to date, not been paid for and picked up. Sharon stated that multiple phone calls were made, an email was sent and finally a letter mailed (regular USPS delivery) to the property owner notifying them of the situation. Jodi Heffner, Barry Isett & Associates, has also notified the property owner to submit a building permit application and provide documentation of a structural addition to the dwelling, by March 24, 2026, to avoid a violation notice and penalties for failure to comply.

Motion: Cindy moved, seconded by Derek authorizing Devon to begin enforcement action on March 25, 2026 if the property owner, Shannon Moore, 235 West Market Street, fails to resolve the outstanding November 28, 2025 zoning permit and current building permit requirements. Motion carried 6-0.

- Discussion/Action on Data Centers – There was discussion regarding the Borough’s need for a data center ordinance and the proper approach for adoption of such an ordinance, if needed. Devon stated that if a data center is not restricted to a certain zone, they are permitted everywhere by special exception. York County has a model ordinance that several municipalities are using as guidance. Adoption of a data center ordinance does require an amendment to the zoning ordinance and a public hearing. Devon will provide Council with the York County model ordinance for review and suggested that Council review the Borough’s zoning ordinance so that any other amendments can also be made in consideration for authorizing advertisement of the amendment to the zoning ordinance at the April meeting.

ENGINEER’S REPORT

- Light Pole Installation on East Beaver Street – Derek stated the foundation design for the new light pole has been completed. It can be used as a standard for present and future installations.
- Development meeting for former Dietz property (S. Broad St. & Schoolhouse Ln.) – Derek attended a follow-up meeting with the developer of this property on February 10, 2026. The conversation focused on the layout of the development, the connection of Church Street and Schoolhouse Lane, and also strategies for managing stormwater runoff. No future meetings have been scheduled at this time.
- 2025 Crack Sealing Contract – Council awarded a 2025 contract to Russell Standard Corporation for crack sealing and they completed as much work as they could for the contract quantities, which was 10 of the 14 streets that were bid. Russell Standard did agree to come back this Spring to complete the remaining work if Council authorizes it.

Motion: Cindy moved, seconded by Derek authorizing a Change Order to the 2025 Crack Sealing Contract for Russell Standard Corporation to return this year to complete the crack sealing work on the remaining streets in the amount of \$4,775.00 to be paid from the street fund budget. Motion carried 6-0.

PUBLIC WORKS

- The public works department have replaced multiple street signs in the Borough that were knocked down by tractor trailers. The trucks have not been identified.

ZONING

- The report was submitted for Council’s review. There was no UCC activity for the month of February.

PRESIDENT

- There was no report from the Council President.

SECRETARY

- First Energy LED Conversion Program – Sharon contacted Met-Ed regarding obtaining information on any programs available to municipalities to remove Borough-owned street lights and have new street lights installed and maintained by First Energy. At this time, she is being told by Met-Ed that the Borough must remove the street lights owned by the Borough and then submit a new service request to First Energy for installation on new ones. First Energy is converting 85,000 street lights in the state of Pennsylvania. Their 2026 schedule is complete and will soon be mapping out plans for 2027 and beyond. Hallam Borough is not on the 2026 schedule. Sharon will keep Council updated on the situation.
- 2026 Street Sweeping Proposals – Sharon received two street sweeping proposals. One from Ross Industries in the amount of \$2975.00 and one from SCA in the amount of \$1,240.00 for an 8-hour minimum. Council discussed both proposals. There were concerns of the quality of service received in the past along with the re-posting of no parking signs so residents are aware.

Motion: Cindy moved to accept the SCA proposal in the amount of \$1,240.00 for an 8-hour minimum contingent on servicing the Borough for two days. Motion died for lack of a second.

Discussion continued on how the sweeping is handled with regard to a water supply and dumping of debris.

Motion: Derek moved, seconded by Axel to award the 2026 street sweeping proposal to Ross Industries in the amount of \$2,975.00. Motion carried 6-0.

- Approval of the Volunteer Tax Credit Eligibility List – Eric Strittmatter, Hellam Fire Co. Chief, submitted a notarized list of all volunteers eligible for the tax credit program by the January 15, 2026 deadline as described in Hallam Borough Ordinance 2023-01. Council reviewed the eligibility list.

Motion: Cindy moved, seconded by Rhonda to approve the notarized Volunteer Tax Credit eligibility list as submitted by the Hellam Fire Company Fire Chief, Eric Strittmatter. Yes-Sue, Axel, Rhonda, Stephanie, Cindy. Abstained-Derek. Motion carried.

Sharon will prepare the Official Tax Credit Register for Council's review at the April meeting. All volunteers eligible have until April 1st to submit the required proof of eligibility in order to receive a credit.

- Action on March 26, 2026 Council meeting -

Motion: Cindy moved, seconded by Stephanie to cancel the March 26, 2026 Council meeting. Motion carried 6-0.

TREASURER

- Hellam Township and the Hellam VFW Post 7045 have been billed for their portion of the cost of maintaining the war memorial in 2025.

Motion: Cindy moved, seconded by Rhonda to approve the Treasurer's report. Motion carried 6-0.

Motion: Cindy moved, seconded by Derek to approve the Liquid Fuels report. Motion carried 6-0.

COMMITTEE REPORTS

- Emergency Services – The emergency services report was given by Sue Horner. There was no report submitted by the Emergency Management Coordinator, Chris Eaton. The quarterly Emergency Management Agency meeting was held on February 11, 2026 at the Hellam Township building. There was no change in the budget overview from 2025 to 2026. The Eastern York Emergency Services Commission (Fire Commission) also met on February 11, 2026. The committee reviewed and discussed three ambulance service proposals from the following companies: First Capital EMS, UPMC and Penn State Life Lion. The ambulance companies attended a March 3rd Emergency Services meeting to answer any questions. The Commission will meet again on Wednesday, March 11th to further discuss the options for ambulance service.
- Hellam, Hallam, Wrightsville Comprehensive Plan (HHW Plan) – The HHW Plan report was given by Cindy Knox. The Project Team, along with Michael Baker International, met on February 25th to continue revising the plan and develop future land use maps for each of the three municipalities involved.
- YCSWC Regional Committee – Cindy attended the quarterly meeting of the York County Stormwater Consortium which was held virtually on February 25, 2026.
- EYRA – Meeting minutes from the February 4, 2026 Board meeting were distributed to Council. Stephanie stated the Board is working with their attorney to amend the EYRA by-laws.

ADJOURNMENT

Motion: Cindy moved, seconded by Derek to adjourn at 8:24 PM. Motion carried 6-0.

Secretary,
/s/ Sharon L Dupler