

## REGULAR MEETING OF HALLAM BOROUGH COUNCIL

May 13, 2024

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, VP Sue Horner, Harry (Chip) Smith, Jr., 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: Chief Doug Pollock (Hellam Township Police Department), Eric Strittmatter (Hellam Fire Co.), Barry Miller, Howard Gromling (Hallam Borough Road Crew), Jon Lauver (98 East Beaver Street), arriving at 6:45 p.m., Shane Dupler, arriving at 7:01 p.m., and Jon Miller (280 East Market Street).

VP Sue Horner announced that President Dan Harsh would either be late to the meeting or would not be present at all so she would be running the meeting.

**Chip moved, seconded by Derek to approve the April 8, 2024 meeting minutes as written. Motion passed unanimously.**

Police Report: Chief Pollock gave the monthly police report. There were 107 calls for the month of April in the Borough. K9 Officer Carpenter and K9 Cerberus attended their monthly training and also passed the annual recertification testing at the K9 Academy. The police department met with the Eastern York School District safety committee regarding the implementation of a new program called "Handle With Care". The program is designed to help law enforcement communicate with the schools by alerting the police to students that are dealing with traumatic situations at home.

Fire Company Report: Chief Eric Strittmatter gave the fire company report. There were 5 calls and 0 false alarms in the Borough for the month of April. Chief Strittmatter assisted with the first round of interviews for the next York County 911 Director. A final selection will be made by the York County Commissioners.

Solicitor Report: Devon stated the Borough already had a snow emergency ordinance but no streets were designated as snow emergency routes. Devon drafted Ordinance 2024-01, Amending Chapter 15, Motor Vehicles and Traffic, Part 6, Snow and Ice Emergency, of the Code of Ordinances for Council's review and consideration. After some discussion and minor changes to the ordinance, **Chip moved, seconded by Cindy to amend Chapter 15 of the Code of Ordinances, Motor Vehicles and Traffic, Part 6, Snow and Ice Emergency, Section 15-604, Subsection 1, from \$15.00 fine to a \$50.00 fine and to remove the penalty, Section 15-602, Subsection B and Section 15-604, Subsection 2. Motion passed unanimously. Cindy moved, seconded by Chip authorizing advertisement of Ordinance 2024-01 Amending Chapter 15 of the Code of Ordinances, Motor Vehicles and Traffic, Part 6, Snow and Ice Emergency, Designating the inside loop of Charles Circle from 245 to 445 Charles Circle and the west side of East Beaver Street from Friendship Avenue to Buttonwood Lane as snow emergency routes. Motion passed unanimously.**

The joint committee for the Strategic Fire Planning met on April 17, 2024 to discuss the Intergovernmental Cooperation Agreement establishing the Eastern York Multi-Municipal Fire Services Commission. The committee is looking for a form of long-term sustainability for the volunteer fire companies and agreed to the creation of a fire commission. The commission would then create by-laws by the end of 2024. A red-lined draft of the Intergovernmental Agreement containing such language was provided to Council for review. There was discussion regarding the need for an agreement and letting the fire companies and municipalities continue to operate as separate entities. **Chip moved, seconded by Cindy to not enter into an Intergovernmental Agreement establishing a multi-municipal fire services commission because the fire commission would then have the potential to become a management commission over the fire companies and/or the municipalities regardless of how benign it starts out. Yes-Chip, Cindy. No-Sue, Stephanie, Rhonda. Abstained-Derek. Motion failed.** Discussion continued for further clarity on whether or not to enter into an agreement for establishing a fire services commission. **Chip moved, seconded by Rhonda authorizing entering into an Intergovernmental Agreement Establishing the Eastern York Multi-Municipal Fire Services Commission. Yes-Sue, Rhonda, Steph. No-Chip, Cindy. Abstained-Derek. Motion passed.**

Resolution 2024-07, Adopting an Emergency Repair Policy, was presented to Council for approval. Emergency repairs for real or potential emergencies are exempt from advertising requirements as set forth in the Borough Code. This resolution creates a Borough policy giving the President of Borough Council in consultation with and approval of the Borough engineer, authorization to mitigate a real or potential emergency. A resolution must then be adopted at the next public meeting describing the actual emergency and nature of procurement to the address the emergency. **Chip moved, seconded by Cindy to pass Resolution 2024-07, Adopting an Emergency Repair Policy. Motion passed unanimously.**

**Chip moved, seconded by Cindy to pass Resolution 2024-08, The Nature and Procurement of a Sinkhole located at 408 Fitzpatrick Lane in Hallam Borough. Motion passed unanimously.**

In preparing the paperwork to issue the approved volunteer tax credits, Sharon found that two applications included the fire tax amount and two applications did not include the fire tax amount. The Volunteer Tax Credit ordinance does not specify inclusion of the fire tax as a real estate tax and there is no statute stating otherwise. Devon recommended including the fire tax in the tax credit ordinance as it is a tax based off of the assessed value of the property. Council decided the applications submitted this year were approved and should remain as is but to allow inclusion of the fire tax on future volunteer tax credit applications submitted for review and approval.

Jon Lauver, 98 East Beaver Street, introduced himself to Council as an interested party in filling the vacancy of an unexpired term as a Borough appointed member of the Eastern York Recreation Authority. **Cindy moved, seconded by Chip to pass Resolution 2024-09, Filling a Vacancy As a Borough Appointed Member of the Eastern York Recreation Authority with a term to expire on January 4, 2027. Motion passed unanimously.**

Engineer report: 2024 Storm Sewer Improvements - PA Water and Sewer Grant: Derek is finalizing the necessary paperwork to bid this project and recommended authorization to advertise for bids within the next month. **Chip moved, seconded by Cindy authorizing the advertisement for bids for the 2024 Storm Sewer Improvements Project. Motion passed unanimously.**

Five Year Street and Stormwater Maintenance Plan: There was no update pertaining to this agenda item.

Fitzpatrick Lane Sinkhole: Weaver and Sons Excavating was authorized to complete excavation work at the site of a sinkhole in the sidewalk area at 408 Fitzpatrick Lane. Upon excavation, no voids were observed under the Borough street. Derek directed Weaver to backfill the excavation and provide a proposal for Council's consideration for additional excavation and stabilization. No proposal has yet been submitted for review.

Local Share Grant: The public works department obtained a quote to purchase a new Borough truck under this grant agreement. Sharon ordered the truck on April 17, 2024 it is estimated to arrive in approximately three months.

Keller Run: The 2024 maintenance agreement with Land Studies for invasive species maintenance for the Keller Run project was presented to Council for approval. **Chip moved, seconded by Cindy to enter into the 2024 Maintenance Agreement with Land Studies for the Keller Run project in the amount of \$2500.00. Motion passed unanimously.**

York Water/Columbia Gas Project: Columbia Gas has requested a street cut permit to begin work on the West Beaver Street project. Derek requested a schedule for excavation and final restoration from Columbia Gas but has not heard back from them so the permit has not been issued.

Public Comment: Jon Miller, 280 East Market Street, addressed concerns with the enforcement of the loading/unloading zone as posted on the west side of South Oak Avenue at Advantage Security (300 East Market Street). Mr. Miller stated there are cars parked there for hours at a time with no loading/unloading activity which is causing an inconvenience to the use of his property. He stated he has contacted the police department regarding the parking issue with no enforcement of the situation. Attorney Myers suggested someone from the Borough contact the Chief of police to question what is considered enforceable in a posted loading/unloading zone.

Zoning Officer: A written report was not provided. Sharon and Jessica Fieldhouse at C.S. Davidson have been working together on processing incoming zoning permit applications.

Treasurer's Report: Sherry gave the Treasurer's report. The annual ARPA report was filed with the Treasury Department by the April 30<sup>th</sup> deadline. The Certificate of Deposit at Traditions Bank matures mid-May. Sherry will cash it out and put the funds into the Borough's money market account at First Capital to be used for any grant expenditures until it can be reimbursed for the storm sewer project and LSA Grant (equipment grant).

Checking Account Balance.....	\$12,026.60
Receipts – Deposits + Interest.....	\$261,123.30
Transfer In.....	\$10,000.00
Void Check .....	\$0.00
To Debit .....	\$2,228.80
Expenditures ..... Check #8266 to Check #8295.....	\$60,555.99
To War Memorial .....	\$0.00
Checking Account Balance.....	\$220,365.11

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

**Cindy moved, seconded by Chip to approve the Highway Aid with a balance of \$74,695.40. Motion passed unanimously.**

Secretary Report: Sharon is working on finalizing all of the street sweeping details for May 16<sup>th</sup> & 17<sup>th</sup>.

President Report: In Dan's absence, there was no report.

Mayor Report: There was no report.

Committee Reports: The May Emergency Management Agency (EMA) meeting was cancelled. The next EMA meeting is scheduled for August 14, 2024. There were no changes to report under the Media and Technology and ARPA committees. Derek submitted a Health and Sanitation report with minor issues noted. Under Park committee, Michael R. Sipe Painting and Contracting, LLC submitted a proposal in the amount of \$2,412.00 to have the restrooms at Emig Park

repainted due to an existing issue with peeling paint. **Chip moved, seconded by Cindy to approve Michael R. Sipe Painting and Contracting, LLC proposal in the amount of \$2,412.00 to have the restrooms at Emig Park prepped and repainted. Motion passed unanimously.** Under Military, Rhonda plans to decorate the War Memorial for Memorial Day. Information pertaining to the Regional Comprehensive Plan Project Management Team and the Steering Committee were distributed to Council. The Project Management Team, the Steering Committee and the staff for Michael Baker International are preparing a public survey for distribution. There is also discussion regarding establishing three Focus Groups: Parks and Recreation, Business Development and Retention and Land Use and Development. Each Focus Group will comprise of approximately three representatives from each of the communities involved. The next Project Management Team meeting is scheduled for June 27, 2024 at 4:30 p.m.

Eastern York Recreation Authority (EYRA): The EYRA Board meeting was held on Wednesday, May 1, 2024 at the Hellam Township Municipal building.

Unfinished Business: There was some discussion regarding the open zoning officer position. Chip suggested appointing Barry Isett & Associates Inc. for zoning services as they were the only candidate. **Chip moved, seconded by Cindy to appoint Barry Isett & Associates Inc. for zoning services. Motion passed unanimously.** Sharon will set up a meeting with Barry Isett & Associates Inc. to finalize all of the details.

New Business: **Cindy moved, seconded by Chip to cancel the May 23, 2024 Council meeting. Motion passed unanimously.**

**Stephanie moved, seconded by Chip to adjourn at 8:21p.m. Motion passed unanimously.**

Secretary,  
/s/ Sharon L. Dupler