

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

May 8, 2023

The regular meeting of the Hallam Borough Council was held at the Hellam Fire Company community hall, located at 163 East Market Street, Hallam, PA 17406 at 6:30 p.m. with the following members present: Mayor Susan Horner, President Bill Fitzpatrick, VP Harry (Chip) Smith, Jr., Dan Harsh, Cindy Knox and Crystal Weston.

Sharon Dupler, Secretary, Sherry Myers, Zoning Officer and Treasurer, Attorney Devon Myers, CGA Law Firm, Derek Rinaldo, C.S. Davidson Inc. and to the best of my knowledge the following attendees: Howard Gromling (Hallam Borough Road Crew), Chief Doug Pollock (Hellam Township Police Department), Adam Marden (Penn State Health Life Lion), Eric Strittmatter (Hellam Fire Co. Fire Chief), Derek Dietz, Rhonda Smeltzer and Barry Miller.

Approval of the April 10, 2023 Council meeting minutes was tabled until the June meeting due to lack of a voting quorum.

Chief Pollock gave the monthly police report. There was a typo on the written report for the number of calls for the month. There were 111 calls for the month of April in the Borough, not 11. Tracking devices have been installed in all of the patrol cars, allowing the police department to have a more accurate account of time spent in the Borough. Several Officers attended various training classes. Chief Pollock noted two incidents involving vandalism at the bathrooms in Emig Park. The police have identified the juvenile individuals and have contacted their parents.

The ambulance report was submitted prior to the meeting. There were 15 calls for the month of April in the Borough. There were no questions on the report.

Chief Eric Strittmatter gave the fire company report. For the month of April, there were 7 calls and 3 false alarms in the Borough. Chief Strittmatter expressed appreciation for the Borough's support of the recent burn ban. The chief officers attended the quarterly emergency services meeting. There were no questions on the report.

Solicitor Report: Attorney Myers stated the Borough has not yet received the draft cable franchise agreement from Cohen Law Group. There was some discussion regarding the Volunteer Tax Credit Program. It was suggested, at this time, to establish an earned income tax credit only for those eligible. Chief Strittmatter recommended a portion of both the earned income tax credit and the real estate tax credit. The real estate tax credit may be an incentive to keeping the volunteers here. Using York County's points system as established in their resolution, Chief Strittmatter will provide Sharon with a list of eligible volunteers to establish an estimated real estate tax credit and an earned income value if the Borough were to pass a resolution allowing a tax credit program for eligible volunteers.

Engineer report: York Water Company continues the water main replacement project along West Beaver Street and Church Street.

Cherry Avenue Bridge Replacement: Clearview Excavating has completed all work required under the contract. A certificate of substantial completion was issued on April 14, 2023 and the project carries a two-year maintenance bond. Application for Payment No. 2 (Final) in the amount of \$74,324.61 was submitted for Council's consideration. There were no contract change orders for this project. **Chip moved, seconded by Cindy authorizing Application for Payment No. 2 (Final) to Clearview Excavating in the amount of \$74,324.61. Motion passed unanimously.**

2023 Street Maintenance: The street maintenance bid estimates for crack sealing fell under the required bidding threshold. Derek received two telephone quotes. One from Crilon Corporation in the amount of \$9,726.00 and one from Russell Standard in the amount of \$7,950.00. **Chip moved, seconded by Cindy to award the crack sealing contract to Russell Standard in the amount of \$7,950.00 to be paid from the street capital reserve fund. Motion passed unanimously.** The paving bids for Forry Avenue (South Prospect Street to Broad Street), Friendship Avenue (Forry Avenue to East Market Street), North Prospect Street (East Market Street to Cherry Avenue) and Cherry Avenue (North Prospect Street to the bridge) will be advertised in May and prepared for award at the June meeting. There was some discussion on the right-of-way width on Forry Avenue. After researching ordinances, Council decided to keep the right-of-way width at sixteen feet (16 ft.) and pave within the existing limits to keep it uniform.

2024-2026 CDBG Program: York County is eligible to requalify for the Community Development Block Grant (CDBG) program for fiscal years 2024-2026. If a municipality elects to "opt out" of the County program, it relinquishes eligibility to receive County funds from the Block Grant Program. Hallam Borough Council elected to remain in the County program for 2024 and then automatically be included in the program for 2025-2026.

Road Crew/Highway/Safety: There was nothing new to report.

Public Comment: Heather Bitner, York County Planning Commission Senior Transportation Planner, and Rebekah Dodson, York County Planning Commission Transportation Planner, presented Council with information on the Transportation Improvement Program (TIP) which is a four (4) year program updated every two (2) years and identifies highway and transit projects to be funded in the next four (4) year period. The York County Planning Commission is asking the Borough to consider contacting them for funding opportunities involving any future highway safety projects.

Zoning Officer: The report was distributed for Council’s review. Sherry met with Shawn Strausbaugh of Code Administrators to learn what the Pennsylvania Uniform Construction Code requires for bed and breakfast use in an owner-occupied dwelling. A plot plan and storm water plan for the approved two-family dwelling at the end of Orange Street was completed at the end of April and Sherry is now waiting to receive the formal applications and full-sized plans. There were no questions on the report.

Treasurer's Report: The annual ARPA report was filed on April 13, 2023 through the U.S. Treasury portal. Sherry attached a summary of implemented ARPA projects and spent funds to the monthly treasurer’s report.

Checking Account Balance.....	\$55,201.86
Receipts – Deposits + Interest.....	\$346,587.94
Trans In.....	\$0.00
Void Check.....	\$0.00
To Debit.....	\$641.44
Expenditures Check #7898 to Check #7920.....	\$146,252.44
Trans MM.....	\$200,000.00
To War Memorial.....	\$0.00
Checking Account Balance.....	\$54,895.92

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

Cindy moved, seconded by Crystal to approve the Highway Aid with a balance of \$97,616.58. Motion passed unanimously.

Secretary Report: Sharon presented a donation request from the Horn Farm for Council’s consideration. **Chip moved, seconded by Bill authorizing to give a \$500.00 donation to the Horn Farm. Yes-Bill, Chip. No-Dan, Cindy, Crystal. Motion failed.** There was discussion about continuing with a public notification system for Borough residents. **Crystal moved, seconded by Cindy authorizing Savvy Citizen as the new public notification system pending Sharon’s approval after meeting with a Savvy Citizen representative. Motion passed unanimously.**

President Report: Bill, along with Kim Krotzer and Mayor Horner toured the Wrightsville fire station as part of the Fire Strategic Planning meeting.

Mayor Report: Trinity Church contacted Mayor Horner requesting the Borough to pay for a regular and a handicapped jiffy john to be housed on the church property for the weekend of the annual community yard sale. Chip moved, seconded by Bill authorizing Trinity Church’s request for a regular and a handicapped jiffy john to be housed on the church property for the weekend of the annual community yard sale in the amount of \$305.00. Discussion continued. Crystal amended the previous motion, seconded by Bill for the Borough to pay half of the cost of a regular and handicapped jiffy john to be housed on the church property for the weekend of the annual community yard sale. Motion passed unanimously. Sue will respond to Trinity Church. Sue provided two estimates, along with artwork, for the “Linda’s Crosswalk” sign to be placed on the Emig Park pedestrian bridge. One estimate was from D.E. Gemmill in the amount of \$60.00 and one estimate was from Paul Zimmerman Foundries at a cost of \$544.84. **Cindy moved, seconded by Crystal to purchase a “Linda’s Crosswalk” sign from D.E. Gemmill’s at a cost of \$60.00. Motion passed unanimously.** Mayor Horner stated the next Fire Strategic Planning meeting is scheduled for May 24, 2023.

There was some discussion regarding CGA Law firm invoicing and establishing a policy for contacting the Solicitor regarding Borough matters.

Committee Reports: The EYCEMA, Media and Technology and ARPA committee reports were submitted. The Health and Sanitation report was distributed prior to the meeting with some noted collection issues. Cindy stated the water fountains at Emig Park will be turned back on. There were no quotes for removal of dead trees in the park for Council to review. Bill recommended looking into the old outfall spring located in Emig Park that has silted over to determine if it needs to be reopened or recognized as abandoned. Cindy will take a look at the outfall and report back to Council. The Building committee presented a preliminary rendition of a new Borough building for review. Chip stated the next step would be to see what options C.S. Davidson’s grant team could recommend. The next Building committee meeting is scheduled for June 26, 2023 at 6:30 p.m. There was no update on the Regional Comprehensive Plan.

Eastern York Recreation Authority: Dan reported the Authority did not have a monthly meeting. Howard Gromling announced the annual Hellam Recreation Carnival will be held August 23-26, 2023. Additional vendors have been added for this year. Howard asked if the Borough would pay the expense for the jiffy johns and dumpsters as they have in the past. **Cindy moved, seconded by Dan to pay the expense for the jiffy johns and dumpsters for the annual Hellam Recreation Carnival to be held August 23-26, 2023. Motion passed unanimously.**

Cindy moved, seconded by Chip to cancel the May 25, 2023 Council meeting. Motion passed unanimously.

Crystal moved, seconded by Cindy to adjourn at 8:16 p.m. Motion passed unanimously.

Secretary, /s/ Sharon L. Dupler

APPROVED