

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

October 13, 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 6:52 p.m. with the following members present: Mayor Nicholas Troutman, President Daniel Harsh, VP Sue Horner, Harry Smith Jr. (Chip), Rhonda Smeltzer, Derek Dietz and Stephanie Felix.

Sharon Dupler, Borough Secretary, Sherry Myers, Treasurer, Attorney Courtney Buechler, CGA Law Firm and Derek Rinaldo, C.S. Davidson were present and to the best of my knowledge the following attendees: Chief Eric Strittmatter (Hellam Fire Co.), Chief Doug Pollock (Hellam Township Police), Carl Newcomer and Howard Gromling (Hallam Borough Public Works), Karen Tiesler, Axel Ulrich and Barry Miller.

President Harsh announced an Executive Session was held at 5:45 p.m., prior to the meeting, to discuss strategic information for budget considerations.

Chip moved, seconded by Sue to approve the September 8, 2025 meeting minutes as written. Motion passed unanimously.

Rhonda moved, seconded by Derek to approve the September 25, 2025 meeting minutes as written. Yes-Dan, Chip, Rhonda, Derek, Stephanie. Abstained-Sue. Motion passed.

Public Comment: The snow plowing matter pertaining to the end of Church Street that was submitted by Alicia Kauffman, 192 Guy Street, was resolved prior to the meeting.

Police: The police report was submitted showing 64 calls for the month of September in the Borough. There were no questions on the report.

Fire: There were 2 calls in the Borough for the month of September. The call entry into the records management system is delayed. Data is able to be pulled manually while the options for automated reports are still being learned. Chief Strittmatter expects to be able to provide a new but similar monthly report by the end of the calendar year.

Solicitor report: Utility Pole Placement: Attorney Buechler stated a notice was sent out to PennDOT today regarding the placement of new utility poles, under permits issued by and falling within the jurisdiction of PennDOT, not complying with the accessibility standards according to the American with Disabilities Act.

Hellam, Hallam, Wrightsville Comprehensive Plan: The steering committee has concluded there are deficiencies in the scope of work as outlined in the consultant's proposal for the multi-municipal comprehensive plan. **Chip moved, seconded by Derek authorizing the Borough Solicitor to work with the Hellam Township Solicitor to contact Michael Baker International to cure a breach of contract. Motion passed unanimously.**

Engineer report: 2025 Borough Bridge Maintenance: Application for Payment No. 1 was submitted by JDI Site Solutions for completion of the 2025 Bridge Maintenance Contract in the amount of \$45,401.89 for Council's consideration. **Chip moved, seconded by Stephanie to approve Application for Payment No. 1 in the amount of \$45,401.89 to JDI Site Solutions for the completion of the 2025 Bridge Maintenance Contract to be paid from the Capital Reserve Bridge fund. Motion passed unanimously.**

Official Map: The Official Map and project narrative were submitted to the York County Planning Commission and will be an agenda item for their October meeting. The Hallam Borough Planning Commission approved the Official Map and Project Narrative at their October 6, 2025 meeting. Derek will have an update at the next Council meeting.

2025 Crack Sealing Contract: Derek stated that Russell Standard will be in the Borough within the next two weeks to complete the crack sealing project.

Stormwater Inspections: 301 Friendship Avenue Stormwater Inspection: After discovering that Basin #2's outlet structure was not constructed per the approved plans, C.S. Davidson will issue a letter to Buttonwood Gardens requiring the outlet structure for Basin #2 be corrected to the approved design. Derek will also send a copy of the letter to the Conservation District.

2026 Street Improvements: Derek provided estimated figures as budgeting options for paving Buttonwood Lane in 2026. Derek recommends paving Buttonwood Lane from South Wilson to Friendship Avenue and the northern lane of Buttonwood Lane from Friendship Avenue to South Prospect Street where the pavement failure is the worst. No decision was made by Council at this time.

Public Works: There was discussion regarding a request to paint a crosswalk on Forry Avenue at the rear of Trinity UCC because of the preschool. Derek will research the Federal Highway regulations for mid-block crossings.

Mayor Report: There was no written report.

Zoning Officer: There were no questions on the zoning report. There was discussion regarding the installation of a pipe to the rear of 73 South Broad Street. The pipe is not on private property and extends onto Stoner Alley and discharges at some distance further down Stoner Alley. Chip will speak with the owner of 73 South Broad Street regarding the pipe installation.

Secretary Report: 2nd Monthly Meeting: The second monthly Council meeting scheduled for Thursday, October 23, 2025 will be held as previously advertised.

2026 Klugh Animal Control Services Contract: **Chip moved, seconded by Derek to enter into the 2026 Klugh Animal Control Services Contract. Motion passed unanimously.**

2026 YCSPCA Contract: Derek moved, seconded by Chip authorizing entering into a 2026 contract with the York County SPCA. Motion passed unanimously.

Treasurer's Report: The Treasurer's report was submitted. Sherry provided a draft General Fund budget for Council to begin discussions on the 2026 budget figures.

Checking Account Balance.....	\$40,380.70
Receipts – Deposits + Interest.....	\$68,167.84
Transfer In From MM.....	\$0.00
Void Check	\$0.00
Trans In.....	\$0.00
To Debit	\$0.00
ExpendituresChecks/ACH/DD.....	\$68,417.54
To Park.....	\$450.00
Trans To WM	\$75.00
Checking Account Balance.....	\$39,606.00

Chip moved, seconded by Sue to approve the Treasurer's report. Motion passed unanimously.

Sue moved, seconded by Chip to approve the Highway Aid with a balance of \$148,973.30. Motion passed unanimously.

Borough Committee Reports: *EYCEMA/Emergency Services:* The Eastern York Multi-Municipal Emergency Services Commission met on September 10, 2025 at the Hellam Township Municipal building. There was discussion regarding the status of the ambulance. The Commission has requested call volumes from York County 911 for the area as well as Ambulance 41. There was also discussion regarding funding formula options for fire coverage. The next meeting is scheduled for October 8, 2025 at 6:00 p.m. at the Hellam Township Municipal building.

Police Contract: There is a committee meeting scheduled for tomorrow at Hellam Township to discuss the police services contract. Council reviewed and discussed Hellam Township's proposal and decided to submit a formal counteroffer.

Sue moved, seconded by Rhonda to submit a formal counteroffer for police services to Hellam Township for consideration. Motion passed unanimously.

Eastern York Recreation Authority (EYRA): There was some discussion regarding what permits are needed in order for the EYRA to hold the carnival. It was determined that Hallam Borough does not issue permits for the carnival.

2026 Proposed General Fund Budget: The 2026 Proposed General Fund Budget figures will be discussed at the October 23, 2025 Council meeting.

Chip moved, seconded by Rhonda to adjourn at 8:12 p.m. Motion passed unanimously.

Secretary,
/s/ Sharon L. Dupler