

## REGULAR MEETING OF HALLAM BOROUGH COUNCIL

October 14, 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, President Dan Harsh, VP Sue Horner, Harry Smith Jr. (Chip), Rhonda Smeltzer, Derek Dietz and Stephanie Felix.

Sharon Dupler, Secretary, Sherry Myers, Treasurer, Derek Rinaldo, C.S. Davidson Inc., Attorney Derek Maninfor, CGA Law Firm and to the best of my knowledge the following attendees: Barry Miller, Eric Strittmatter (Hellam Fire Co. Chief), Carl Newcomer & Howard Gromling (Hallam Borough Road Crew), Axel Ulrich, Andy Warntz (Republic Services), Glen Hess and Mike Eckman (Good's Disposal Service).

**Chip moved, seconded by Derek to approve the September 9, 2024 meeting minutes as written. Motion passed unanimously.**

**Sue moved, seconded by Derek to approve the September 24, 2024 meeting minutes as written. Motion passed unanimously.**

Public Comment: Andy Warntz, Republic Services, announced he was in attendance for the bid openings for trash/recycling/bulk item collection.

Police: The police report for the last two months were submitted for Council's review. There were 102 calls in the Borough for the month of August. The police department applied for three grants in order to increase their drone program and also received three separate donations. The department has two licensed drone pilots and three more officers interested in taking the training to become certified. There were 107 calls in the Borough for the month of September. There were no questions on the reports.

Solicitor: *Resolution 2024-13:* Resolution No. 2024-13, Ratifying and Affirming an Intergovernmental Agreement Establishing the Eastern York Multi-Municipal Fire Services Commission was presented to Council for approval. **Chip moved, seconded by Sue to approve Resolution 2024-13, Ratifying and Affirming an Intergovernmental Agreement Establishing the Eastern York Multi-Municipal Fire Services Commission. Yes-Dan, Chip, Rhonda, Stephanie, Sue. Abstained-Derek. Motion passed.** As stated in the Intergovernmental Agreement, each municipal party and the fire companies will each assign two representatives to serve on the Fire Commission (each municipality-one Board/Council member and one appointee; each fire company-Fire Chief and President). Stephanie moved, seconded by Dan to appoint Sue Horner as a Hallam Borough representative to serve on the Eastern York Multi-Municipal Fire Services Commission. Yes-Dan, Chip, Rhonda, Stephanie, Sue. Abstained-Derek. Motion passed. Rhonda moved, seconded by Dan to appoint Chip Smith as a Hallam Borough representative to serve on the Eastern York Multi-Municipal Fire Services Commission. Yes-Dan, Chip, Rhonda, Stephanie, Sue. Abstained-Derek. Motion passed. After some discussion, it was determined that the appointees should be delineated as the agreement states. **Stephanie moved, seconded by Chip to appoint Sue Horner as the Hallam Borough Council Member representative to serve on the Eastern York Multi-Municipal Fire Services Commission. Yes-Dan, Chip, Rhonda, Stephanie, Sue. Abstained-Derek. Motion passed. Rhonda moved, seconded by Sue to appoint Chip Smith as the Hallam Borough Member at Large representative to serve on the Eastern York Multi-Municipal Fire Services Commission. Yes-Dan, Chip, Rhonda, Stephanie, Sue. Abstained-Derek. Motion passed.**

Engineer report: *Local Share Grant (LSA):* The Statewide Local Share Grant applications are due November 30, 2024. There was further discussion regarding potential projects. If interested in applying, Derek would like to be able to identify a scope of work and prepare that for Council's review. A resolution will also need to be passed at the November meeting authorizing submission of the grant application by November 30<sup>th</sup>. There was discussion in the past involving improvements to or demolition and new construction to the existing Borough building. The grant application does require a sealed cost estimate, which would be able to be determined by using the past model renderings. Derek stated that although the Borough did not apply, last year's grant applications have not yet been awarded. **Chip moved, seconded by Stephanie authorizing Derek to create the Resolution and grant application for the Statewide Local Share Grant. Motion passed unanimously.**

*2024 Storm Sewer Improvements:* All of the contracts have been executed with Kinsley Construction. Derek had a preconstruction meeting last Friday. Derek prepared and mailed letters for the property owners on Steven Drive notifying them of the upcoming construction project. There was concern of one property owner having plantings placed directly on the easement. Kinsley plans to begin work on West Beaver Street first then move to Steven Drive.

*Borough Bridge Inspections:* C.S. Davidson completed inspections of the Buttonwood Lane and East Forry Avenue bridges. Both structures are stable and approved to remain in operation with maintenance measures recommended for both. Discussion regarding the bridges was delayed at 7:00 p.m. to open the trash collection bids.

At 7:00 p.m., Attorney Maninfor opened the sealed bids for collection of trash, recyclables and one large bulk item for a one, two or three year calendar period beginning January 1, 2025. There were three (3) sealed bids submitted. Bid summary #1, Good's Disposal Service, was as follows: One (1) Year Option (January 1, 2025-December 31, 2025) with a total of \$340.00. Two (2) Year Option (January 1, 2025-December 31, 2026) with a total of \$705.00. Three (3) Year Option (January 1, 2025-December 31, 2027) with a total of \$1,095.00. Bid summary #2, Penn Waste, was as follows: One (1) Year Option (January 1, 2025-December 31, 2025) with a total of "No Bid". Two (2) Year Option (January 1, 2025-December 31, 2026) with a total of "No Bid". Three (3) Year Option (January 1, 2025-December 31, 2027) with a total of \$1,184,183.00. Bid

summary #3, Republic Services Inc., was as follows: One (1) Year Option (January 1, 2025-December 31, 2025) with a total of \$360,421.20. Two (2) Year Option (January 1, 2025-December 31, 2026) with a total of \$697,278.60. Three (3) Year Option (January 1, 2025-December 31, 2027) with a total of \$1,102,098.60. Council questioned how Good's Disposal Service determined the proposal figures. Two representatives of Good's Disposal Service were in attendance and stated the figures were based on a per residential unit cost based on the approximate number of residential units stated in the bid specifications. All bids submitted included the required documentation to be considered for being awarded. **Chip moved, seconded by Rhonda to enter into a three (3) year contract with Good's Disposal Service. Motion passed unanimously.**

Borough Bridge Inspections: Discussion resumed regarding the recommended bridge maintenance. Derek recommended budgeting for these repairs. The channel work at the Buttonwood Lane bridge would involve rip rap work to cover footing and repair erosion. A contract for this work can be awarded through phone quotes. The Forry Avenue bridge would require significant work as it involves abutment repair, erosion repair, painting and waterproofing. Derek will get a cost benefit analysis for the Forry Avenue work for Council's review and consideration. **Chip moved, seconded by Derek authorizing Derek to move forward with the rip rap work to repair the Buttonwood Lane bridge. Motion passed unanimously.**

Public Works: The 1995 Ford F-350 pickup truck is due for State Inspection. The speedometer is not working and cannot pass state inspection as is. There was some discussion on the truck's value and the benefits of having it inspected for resale. **Derek moved, seconded by Chip authorizing Public Works to schedule the 1995 Ford F-350 for State Inspection and have the necessary repairs completed. Motion passed unanimously.**

Zoning Officer: The report was distributed to Council. There were no questions.

South Oak Avenue: There was some discussion on the parking on South Oak Avenue. The ordinance referencing the loading/unloading zone is not enforceable by the police department as there are no times posted on the signs. Council determined they can amend the loading/unloading zone ordinance to define the restrictions or designate the entire street as no parking on both sides. There is a twenty-foot (20') Borough right-of-way on this street. Council considered tabling the matter until the November meeting until the Solicitor could research the existing ordinances. **Chip moved, seconded by Rhonda authorizing the Borough Solicitor to research and draft the necessary documents for Council's review and consideration to resolving this matter at the November meeting. Motion passed unanimously.**

Public Works: South Prospect Street: Council instructed Public Works to change the left turn arrow at South Prospect Street to allow a left turn and/or straight from the left lane.

Secretary Report: Council will use the October 24<sup>th</sup> Council meeting as scheduled for budget discussions.

Treasurer's Report: The Treasurer's report was submitted for review. Rhonda requested to have Sherry set up a special, separate, fund to be used strictly for the educational use of Emig Park. This would be a donation-funded account earmarked for children's programs or events in which the park committee would oversee the use of. Council was in agreement to have Sherry set up a separate, donation-funded account earmarked for children's educational use of Emig Park.

Checking Account Balance.....	\$18,423.24
Receipts – Deposits + Interest.....	\$39,054.88
Transfer In From MM .....	\$100,000.00
Void Check.....	\$0.00
Trans In.....	\$0.00
To Debit .....	\$0.00
Expenditures.....	\$85,874.70
Checks/ACH/DD.....	\$85,874.70
To War Memorial .....	\$0.00
Trans to MM .....	\$0.00
Checking Account Balance.....	\$71,603.42

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

**Sue moved, seconded by Chip to approve the Highway Aid with a balance of \$74,726.72. Motion passed unanimously.**

Borough Committee Reports: EYCEMA/Emergency Services: Sue submitted an emergency services report. The Fire Commission met on September 11, 2024 to begin the process for creating the by-laws for the Commission. The next Fire Services Commission meeting is scheduled for October 15, 2024 at the Hellam Township Municipal building. Sue also distributed to Council an information packet from Corina Mann, Hellam Township Manager, that pertains to the EYCEMA 2025 proposed funding increase request.

Emig Park: There was an estimate from Doolittle's Tree Service in the amount of \$2,000.00 to remove some dead trees from Emig Park. **Chip moved, seconded by Derek authorizing Doolittle's Tree Service to complete the tree cleanup at Emig Park in the amount of \$2,000.00 to be paid from ARPA. Motion passed unanimously.**

ARPA: Cindy submitted an ARPA report with noted expenses. There are ARPA funds that have not yet been allocated. Council discussed replacing the bench at Emig Park that was damaged in a recent storm and placing a new picnic table in the park. Sharon distributed information and pricing on these items to Council for consideration. Sharon also provided Council with an estimate from Markle Electric to have a generator installed to power the Borough office and maintenance garage in case of an outage. **Chip moved, seconded by Derek authorizing Sharon to get an official quote and purchase a six foot (6') in-**

**ground contemporary bench in the amount of \$1,232.00 and an in-ground 46” square table with four seats at a cost of \$1,718.00 plus a freight cost estimated at \$325.00, obtain an official quote and purchase a plow for the 2015 Ford Dump Truck and schedule Markle Electric to install the generator at a cost of \$13,225.00 with all items to be paid using ARPA funds. Motion passed unanimously.** There was discussion on purchasing LED traffic safety signs. Sharon contacted D.E. Gemmill and is awaiting an additional price quote for Council’s review. Council tabled the LED traffic safety sign purchase until the November meeting. Chip stated there are seven (7) lights in the parking lot at Emig Park and six (6) street lights on Robin Ann Court that could be replaced with solar lights and Council should consider using ARPA funds to purchase solar lights for these areas.

*Regional Comprehensive Plan:* Cindy submitted a Steering Committee report. The Steering Committee and the Project Management Team are discussing and working on creating a vision and mission statement as well as a name for the Plan region as a whole. There will be a public meeting on November 13, 2024 to review progress on the Plan to date. There will be more details to come.

*Eastern York Recreation Authority (EYRA):* The EYRA Board meeting was held on Wednesday, October 2, 2024 at the Hellam Township Municipal building. The Director’s report was distributed to Council for review. There were no questions on the report.

**Chip moved, seconded by Derek to adjourn at 8:37 p.m. Motion passed unanimously.**

Secretary,  
/s/ Sharon L. Dupler