

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

September 8, 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 6:49 p.m. with the following members present: Mayor Nicholas Troutman, President Daniel Harsh, VP Sue Horner, Harry Smith Jr. (Chip), Rhonda Smeltzer, Derek Dietz, Stephanie Felix and Cindy Knox.

Sharon Dupler, Borough Secretary, Sherry Myers, Treasurer, Attorney Devon Myers, 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 (Hallam Borough Public Works) and Barry Miller.

President Harsh announced an Executive Session was held at 6:00 p.m., prior to the meeting, to discuss the police services contract renewal.

Chip moved, seconded by Derek to approve the August 14, 2025 meeting minutes with the correction of a typo (“ad” which should read “and”). Yes-Chip, Rhonda, Derek, Stephanie, Cindy, Sue. Abstained-Dan. Motion passed.

Public Comment: There was no public comment.

Engineer report: *2025 Borough Bridge Maintenance:* JDI Site Solutions completed the bridge maintenance work. Derek anticipates having a single, final application for payment for consideration at the October Council meeting.

Official Map: A draft Official Map and narrative was provided for Council’s review and consideration. **Chip moved, seconded by Cindy authorizing C.S. Davidson to submit the map to the York County Planning Commission and the Hallam Borough Planning Commission for review and comment. Motion passed unanimously.** Derek noted the York County Planning Commission has a 45-day review period.

2025 Crack Sealing Contract: The contract has been signed and Derek is waiting on a schedule from Russell Standard. He anticipates a start date of mid to late October.

Stormwater Inspections: *301 Friendship Avenue Stormwater Inspection:* After last month’s meeting, C.S. Davidson inspected the Buttonwood basins and researched the approved plans. Basin #1’s outlet structure was consistent with the approved plan and there are no technical deficiencies with the basin. However, there is room for improvement with more modern methodology approaches. Basin #2’s outlet structure was not constructed per the approved plans. The structure has one large opening on all sides of the structure but the plans called for two rectangular openings on all sides of the outlet structure. Derek recommended sending a letter to the Homeowner’s Association requiring the basin to be converted back to the approved design. Chip suggested sending a letter to the HOA in conjunction with modifying basin #1. Derek also noted there has been no communication received back from the Sweet Gum Lane and Wilson Springs HOA’s in response to the stormwater violation letters that were mailed highlighting necessary maintenance work needing to be done. Council authorized Derek to confirm the work was not completed and then work with Devon to draft and mail enforcement letters to both the Sweet Gum Lane and Wilson Springs HOA’s.

2026 Street Improvements: Discussion continued regarding future milling and paving work on Buttonwood Lane and East Beaver Street. Derek will get cost estimates for milling and paving two sections of Buttonwood Lane as well as East Beaver Street from South Wilson Lane to Friendship Avenue.

2025 LSA Category 4 Grant: If Council intends to pursue applying for this grant, Derek recommended submitting for between \$110K-\$200K. Grant submissions are due September 30, 2025. There was discussion regarding using awarded funds for future street repairs. **Chip moved, seconded by Cindy to approve Appendix 1-Authorized Official Resolution No. 2025-07 requesting a Category 4 Facilities Local Share Assessment (LSA) grant in the amount of \$200K to be submitted by September 30, 2025. Motion passed unanimously.**

Police: There were 99 calls for the month of August in the Borough. Chief Pollock noted that the police department is researching the laws and the vehicle code in relation to the use of e-bikes. As of now, the police department is not allowing e-bikes to be used in Hallam Borough and Wrightsville Borough. Chief Pollock stated the police department is working with Coulson Security as they are having difficulty accessing the cameras at the park. He is fairly certain it is a software issue and not a camera issue.

Fire: There were 9 calls in the Borough for the month of August and 2 automatic false alarms. The fire department purchased a UTV and enclosed trailer. The UTV is expected to be in service later this Fall.

Solicitor report: *Utility Pole Placement:* Chip provided Devon with a list of poles, photos and the corresponding violations in order to draft a letter to PennDOT notifying them of the issues with the placement of new utility poles in the sidewalks. Devon will contact Chip to formulate a letter to PennDOT.

Ordinance 2025-01 Repealing Ordinance 1996-3: **Cindy moved, seconded by Chip to pass Ordinance 2025-01, Repealing Ordinance 1996-3, removing the weight limit for the Cherry Avenue bridge. Motion passed unanimously.**

Zoning Hearing-205 Robin Ann Court: There is a zoning hearing scheduled for Friday, September 26, 2025 regarding a setback issue at 205 Robin Ann Court. Council stated that Devon did not need to be present at the zoning hearing.

Public Works: *Waste Transporter Authorization:* PA DEP requires owners of waste transportation vehicles (trucks registered over 17,000 pounds and trailer registered over 10,000 pounds) that transport municipal and residual waste to a processing or disposal facility in the state to obtain written authorization to do so by submitting an application for authorization.

A sticker, valid for one year, showing an authorization number will be issued if the application is approved. In order to dispose of the old playground borders, Public Works will need to have an authorization sticker. **Derek moved, seconded by Cindy, authorizing Sharon to submit a Waste Transporter application, along with the required \$100 fee, to PA DEP for authorization for the Borough to transport municipal or residual waste to a processing or disposal facility. Motion passed unanimously.**

Mayor Report: There was no written report. Mayor Troutman had numerous complaints regarding the barn fires that had recently occurred in Hellam Township. He also noted that he will be officiating a wedding next month.

Zoning Officer: There were no questions on the zoning report.

Secretary Report: *2nd Monthly Meeting:* The second monthly meeting on Thursday, September 25, 2025 will be held as previously advertised.

Treasurer's Report: The Treasurer's report was submitted. The Liquid Fuels audit for the years 2023-2024 was completed.

Checking Account Balance.....	\$57,604.40
Receipts – Deposits + Interest.....	\$45,721.58
Transfer In From MM.....	\$0.00
Void Check	\$0.00
Trans In.....	\$0.00
To Debit	\$0.00
ExpendituresChecks/ACH/DD.....	\$62,945.28
To Petty.....	\$0.00
Trans Out	\$0.00
Checking Account Balance.....	\$40,380.70

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

Cindy moved, seconded by Chip to approve the Highway Aid with a balance of \$148,961.06. Motion passed unanimously.

Borough Committee Reports: *EYCEMA/Emergency Services:* A committee meeting was held on Tuesday, September 2, 2025 at Hellam Township to begin the negotiations process for the upcoming Police Services Contract renewal.

War Memorial: Rhonda requested to purchase two ornamental trees at a cost of \$34.95 each at Stauffer's and string lights (solar) to place in the planters at the War Memorial. **Derek moved, seconded by Sue authorizing Rhonda to purchase two ornamental trees and string lights (solar) to place in the planters at the War Memorial. Motion passed unanimously.**

Emig Park: Sharon received a complaint about the number of out-of-control weeds in Emig Park. Cindy stated she and Stephanie are working to remove the weeds and that Tomlinson Bomberger was there to spray.

Media and Technology: Chip stated the support for Windows 10 is ending October 31, 2025. Sharon's computer is capable of updating to Windows 11 for free. The Zoning Officer computer can be converted to Linux to be used for web browsing and emails. The Borough Treasurer will need a new computer and QuickBooks may not be able to be transferred. If not, the new subscription-based software will have to be installed.

Eastern York Recreation Authority (EYRA): The Authority met on Wednesday, September 3, 2025 at the Hellam Township building. The Eastern York Recreation Authority is working on organizing the annual Hellam Recreation Carnival in 2026 as a fundraiser.

Hellam, Hallam, Wrightsville Comprehensive Plan: The steering committee met with Michael Baker International on August 19, 2025 to review the final draft plan. Michael Baker has had numerous personnel changes and the plan had to be rewritten. The goal for completion of the final plan is December 31, 2025.

Chip moved, seconded by Cindy to adjourn at 8:04 p.m. Motion passed unanimously.

Secretary,
/s/ Sharon L. Dupler