

REGULAR MEETING OF HALLAM BOROUGH COUNCIL

September 9, 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, Cindy Knox and Stephanie Felix.

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: Kim Krotzer, Barry Miller, Nate Emerson (501 E. Market St.), Eric Strittmatter (Hellam Fire Co. Chief), Carl Newcomer (Hallam Borough Road Crew).

Derek moved, seconded by Sue to approve the August 12, 2024 meeting minutes as written. Yes-Dan, Rhonda, Derek, Stephanie, Sue. Abstained-Chip, Cindy. Motion passed.

Public Comment: Nate Emerson, 501 E. Market St., made a formal complaint regarding there being a poor line of site to the east of the front of his property due to an SUV that has been parked along the street for several weeks with a car cover covering the vehicle.

Police: There was no police report submitted.

Fire Company: The report for the month of August was distributed to Council for review. There were 7 calls in the Borough and 3 false alarms reported. Fire station renovations continued. Engine 21-1 is expected to be out of service for 30-60 days while a mechanical issue is repaired. There were no questions on the report.

Solicitor: Shentel: Council discussed moving forward with franchise negotiations with Shentel. Cohen Law Group will draft the franchise agreement and negotiate the agreement provisions and then edit the final draft of the agreement. Once an executive summary of the major provisions of the final agreement is drafted, Cohen will draft a recommended resolution authorizing approval of the agreement for Council's consideration. Cohen Law Group's engagement fee is a flat fee of \$6,250.00, which Shentel has agreed to pay 100% of. The Borough will not receive any invoices from Cohen for this matter. **Chip moved, seconded by Derek, based on the Borough Solicitor's approval of the engagement letter from Cohen Law Group, to move forward with negotiations with Shentel to enter into a cable franchise agreement. Motion passed unanimously.**

Fee Schedule: There was some discussion regarding the zoning permit fee as stated in Resolution 2024-10, Hallam Borough Fee Schedule. It was not clear how an applicant should be charged for review and approval of a zoning permit. **Cindy moved, seconded by Chip to adopt Resolution 2024-12, Amending Resolution 2024-10, the Hallam Borough Fee Schedule, specifically amending the fee for any activity requiring a zoning permit under the heading Zoning Permit Fees to a flat fee of \$125.00. Motion passed unanimously.**

PA Fireworks Code: There was discussion regarding the use of fireworks in the Borough. The Borough can choose to place additional restrictions to the Pennsylvania State law and state a time in which fireworks are permitted. It would be up to the police department to enforce the matter under the State law without additional Borough stipulations. Residents should be advised to call the police immediately if there is an issue with setting off fireworks within 150 feet of a structure.

International Property Maintenance Code: Attorney Myers spoke to Council regarding adoption of the International Property Maintenance Code and a tree ordinance. This would give the Borough the authority to enter a property for enforcement of out-of-control issues or emergency action to ensure the safety of Borough residents. The International Property Maintenance Code is modifiable. Devon will email sample tree ordinances and the International Property Maintenance Code to Sharon for Council's consideration.

ARPA: Devon reminded Council that the ARPA funds must be obligated by December 31, 2024. There was some discussion to use the remainder of these funds to reline the stormwater pipe off of Steven Drive, have a generator installed to power the maintenance garage and Borough building if the need should arise or install LED pedestrian crossing signs or radar speed signs along Market Street.

Engineer report: Crosswalk at Market and Prospect Streets: Council reviewed two cost estimates for installing piano key crosswalk markings across Market Street at Prospect Street. The proposal from D.E. Gemmill was in the amount of \$1,852.56. The second proposal from Just Seal It was in the amount of \$4,816.00. Derek stated the white rail markings are not necessary when installing the piano key type crossing. **Chip moved, seconded by Cindy authorizing D.E. Gemmill to install piano key type crosswalk markings across Market Street at Prospect Street in the amount of \$1,852.56 to be paid from the ARPA funds. Motion passed unanimously.**

Local Share Grant (LSA): Local Share Grant rounds are open for both Category 4 (due September 30, 2024) and Statewide (due November 30, 2024). Eligible activities include Acquisition, Construction, Demolition, Infrastructure, Purchase of vehicles, machinery and/or equipment and Planning, consulting and design costs related to planning projects. After some discussion, Council determined there wasn't enough of a need at this time to apply for the Category 4 grant but, may consider the larger Statewide Grant application. Discussion was tabled until the October meeting.

Utility Pole Restoration: After no further action in restoring the utility pole replacements throughout the Borough. Sharon sent an email stating that if no action to resolve or no update on the status of this matter was taken, Council would take action by contacting the Public Utility Commission (PUC) and the State Representatives. To date, there has been no further

communication. Council authorized Sharon to contact the PUC and visit State Representative D’Orsie’s office regarding this issue.

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

Secretary Report: **Cindy moved, seconded by Dan, to reschedule the September 26, 2024 Council meeting to September 24, 2024 at 6:00 p.m. Motion passed unanimously.**

Treasurer's Report: The Treasurer’s report was submitted for review. Sherry will be scheduling a date to conduct the annual workers compensation insurance audit. Sherry noted that People’s Bank is merging with Orrstown Bank and Traditions Bank is merging with Adams County National Bank. There were no questions on the report.

Checking Account Balance.....	\$35,574.47
Receipts – Deposits + Interest.....	\$77,435.79
Transfer In.....	\$0.00
Void Check.....	\$0.00
Trans In.....	\$0.00
To Debit	\$0.00
Expenditures..... Check #8357 to Check #8383.....	\$94,587.02
To War Memorial	\$0.00
Trans to MM.....	\$0.00
Checking Account Balance.....	\$18,423.24

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 \$74,720.58. Motion passed unanimously.

Mayor Report: The Mayor’s report was submitted which included receipt of a parking ticket and some noted calls regarding property maintenance and trash collection.

Borough Committee Reports: *EYCEMA/Emergency Services:* Sue submitted an emergency services report. The Emergency Services Committee met on August 20, 2024 at the Hellam Township building. There was a focus on ambulance coverage at this meeting. The contract with Penn State Health Life Lion ends in 2026 and there is concern of this area not being busy enough for Penn State transports, as well as there being a personnel shortage. Discussion regarding future ambulance coverage will continue during future committee meetings. The next meeting is scheduled for October 15, 2024 at 6:00 p.m. at the Hellam Township building. A Fire Commission meeting was held on August 14, 2024 at 6:00 p.m. at the Hellam Township building. Officers were elected and discussion began regarding the creation of the Commission bylaws. Corina Mann, Hellam Township Manager, provided the committee with generic bylaws for a fire commission. Each representative will review the document and submit responses to her by September 5, 2024. Fire Commission meetings for the remainder of 2024 are scheduled for September 11th, October 9th and November 13th, beginning at 6:00 p.m. at the Hellam Township building. The Emergency Management Coordinator submitted an emergency management report. The Eastern York Emergency Management Agency held a meeting on August 7, 2024 at the Lower Windsor Township building. At this meeting, there was discussion regarding increasing municipal contributions from each of the six (6) participating municipalities from \$500.00 per year to \$2,000.00 per year. Chip will look into any possible grants that may be available to cover the increase of the contribution. Active shooter meetings and exercises will take place in October, 2024. The next meeting is scheduled for November 13, 2024 at the Hellam Township building.

Emig Park: Cindy suggested contacting the Penn State Extension for guidance in determining what type of trees to plant in the park to replace what has been damaged and removed.

York County Stormwater Consortium: Cindy submitted a committee report. There were no questions.

Eastern York Recreation Authority (EYRA): The EYRA Board meeting was held on Wednesday, September 4, 2024 at the Hellam Township Municipal building. The Director’s report was distributed to Council for review. The Board approved their 2025 Budget. The Authority is requesting that each participating municipality consider a migrated contribution increase of \$6 per Per Capita basis in 2025 and 2026 and then \$7 per Per Capita basis in 2027.

Chip moved, seconded by Cindy to adjourn at 8:22 p.m. Motion passed unanimously.

Secretary,
/s/ Sharon L. Dupler