

**HELLAM TOWNSHIP
BOARD OF SUPERVISORS MEETING
MINUTES OF JANUARY 5, 2026**

The Hellam Township Board of Supervisors was called to order at 6:09 p.m. by Supervisor David Cox who led the Pledge of Allegiance and announced there was an Executive Session held before the meeting to discuss new personnel and reelections. Supervisors Michael Shillott, Mark Myers, and Duane Ness were present, in-person. Also present, in-person, was Corina Mann, Township Manager, Sarah Smith, Assistant to the Township Manager, and Dorinda Nordsick, Accounting Clerk.

- 1) **Election of Board Chair** – Upon a motion by Supervisor Shillott, seconded by Supervisor Ness, Supervisor Cox was elected as Chairman of the Board of Supervisors. Motion carried 4 – 0.
- 2) **Election of Board Vice-Chair** – Upon a motion by Supervisor Myers, seconded by Supervisor Ness, Supervisor Shillott was elected as Vice-Chairman of the Board of Supervisors. Motion carried 4 - 0.

Communication from Citizens:

None

Appointments

A. Regional Park Study Task Group Rep.

Appointment: Supervisor Mark Myers

B. Liaison Appointments are: Financial – Supervisor Myers; Personnel – Supervisor Ness and Supervisor Shillott; Planning & Zoning – Supervisor Shillott; Police – Supervisor Ness and Chairman Cox; and Public Works – Chairman Cox and Supervisor Shillott

C. Primary/Alternate Representative to the York Adams Tax Bureau Board of Directors: Primary – Corina Mann; Alternate – Supervisor Ness

D. Primary/Alternate Representative to the York Adams Tax Collection Committee: Primary, Corina Mann; Alternate – Supervisor Ness

E. Voting Delegate and Alternate to the Pennsylvania State Association of Township Supervisors: Voting Delegate – Supervisor Shillott

F. York County Planning LGAC Representative and Alternate: Representative – Supervisor Shillott

G. Emergency Services Commission: Corina Mann, Chairman Cox and Resident – Todd Trimmer

H. Secretary and Treasurer: Corina Mann

I. Assistant Secretary: Dorinda Nordsick

J. Assistant Treasurer: Dorinda Nordsick

K. Zoning Officer/Code Enforcement: Jason Test

L. Employee Pension Fund Administrator: Corina Mann

M. York County Hazard Mitigation municipal appointee: Supervisor Michael Shillott

N. Vacancy Board: 1 Vacancy (1 Year Term) Vacant

It was decided that the position on the Vacancy board will be approved once interviews are held.

O. EAC Members (2 for 3 Year Terms & 3 Alternates for 3 Year terms)

Member, 3 Year Term: One applicant—Carolyn Fetrow

There were no other applicants, so the other positions will remain open at this time and advertising will continue.

P. Building and Construction Code Official: Primary: Commonwealth Code; Alternate: Building Inspectors Underwriters

Q. Sewage Enforcement Officers/Firms: Patrick Buhl

R. Eastern York County Emergency Management Agency – Chairman Cox, Chief Pollock and Corina Mann

Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, A thru R with the exception of N were approved with the discussed changes as stated above. Motion carried 4 – 0.

Planning & Zoning

A. Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, Chad Peters from C.S. Davidson was appointed as the Township Engineer. Motion carried unanimously.

B. Zoning Hearing Board open positions:

One regular member, 5-year term – Two applicants, Michael Rhoads and Adrienne Johnson

One alternate member, 1 year remaining—Fred Owens, resigned—no applicants.

Applicants will be scheduled for an interview and position appointed at the January 15, 2026 Board of Supervisors meeting.

Planning Commission

Member, 4 Year Term: Supervisor Michael Shillott

Upon a motion from Supervisor Myers, seconded by Supervisor Ness, Supervisor Michael Shillott was reappointed to the Planning Commission as a regular Member for a 4 Year term.

2 open positions: One Member, 4 Year Term and Alternate Member, 3 Year Term: No applicants

Vacant positions will remain open and will be advertised on all of the township social media sites.

Minutes Approval

Upon a motion from Supervisor Shillott, seconded by Supervisor Myers, the draft minutes from the December 18th, 2025 Board of Supervisors meeting were approved. Motion carried 4-0.

Financial Reports

Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, the disbursements lists in the amount of \$12,515.26 from the Fulton Bank General Fund for January 5, 2026 were approved. Motion carried 4 - 0.

Manager & Solicitor Reports

A. Appointment of Solicitor - Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, Brad Leber from MPL Law Firm, LLP was appointed as the Township Solicitor. Motion carried 4 - 0.

Communications from Supervisors

Supervisor Shillott stated that the Planning Commission is waiting on comments on the solar ordinance, and is waiting to send the data center ordinance until it is in a more finalized state. Chairman Cox and Supervisor Ness requested to see the data center ordinance ahead of time and asked Corina Mann to send them copies.

Chairman Cox stated that Recreation has received a grant to rebuild the Liberty Park playground, and that the contract with the Carnival has been renewed and approved for fireworks.

Old Business

None

New Business

- A. Resolution 2026-01: Fee Schedule: Upon a motion by Supervisor Shillott, seconded by Supervisor Ness, Resolution 2026-01 was approved with discussed changes. Motion carried 4 – 0.
- B. Resolution 2026-02: Wage/Reimbursement Schedule: Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, Resolution 2026-02 was approved. Motion carried 4 - 0.
- C. Resolution 2026-03: Designation of Depositories/Investment Institutions/Signatories: Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, Resolution 2026-03 was approved. Motion carried 4 - 0.

Will be amended once a fifth supervisor is elected.

- D. Resolution 2026-04: Employee Pension Contribution Waiver: Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, Resolution 2026-04 was approved. Motion carried 4 - 0.
- E. Resolution 2026-05: Retention and Destruction of Municipal Records: Upon a motion by Supervisor Shillott, seconded by Supervisor Cox, Resolution 2026-05 was approved. Motion carried 4 - 0.

- F. Resolution 2026-07: Manager Compensation: Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, Resolution 2026-07 was approved. Motion carried 4 - 0.
- G. 2026 Zoning Meeting Submission Date Calendar: Upon a motion by Supervisor Shillott, seconded by Supervisor Myers, the 2026 Zoning Meeting Submission Date Calendar was approved. Motion carried 4 - 0.

The next regular Board of Supervisors meeting will be held on Thursday, January 15th, 2026 at 6:00 p.m.

Upon a motion from Supervisor Shillott, Chairman Cox adjourned the meeting at 7 p.m.

Respectfully submitted,



Corina L. Mann
Secretary