

**HELLAM TOWNSHIP  
BOARD OF SUPERVISORS MEETING  
MINUTES OF February 19<sup>th</sup>, 2026**

The Hellam Township Board of Supervisors meeting was called to order at 6:01 p.m. by Chairman Dave Cox who led the Pledge of Allegiance. Other Supervisors present were: Duane Ness and Michael Shillott. Also present were Corina Mann, Manager; Brad Leber, Solicitor; Dorinda Nordsick, Accounting Coordinator, Jason Test, Zoning Officer; and Sarah Smith, Assistant to the Township Manager.

**Agency, Departmental & Committee Reports**

- A. Police** – Chief Pollock submitted a written report for January, and provided additional comments at the meeting. Total calls for December were 657 and there were 22 accidents along with 56 criminal charges, 96 traffic citations and 115 traffic warnings issued. K9 Cerberus and K9 Officer Carpenter attended monthly training at the K9 Academy as well as two days of in-house training, and all officers completed their online Attorney Boyle training. Officer Moyer attended a week-long advanced firearms instructor class, as well as a week-long leadership class as part of the “Trilogy” series presented by the FBI. He will attend the second class in February. The department is also receiving a therapy dog in March, a 2-year-old longhaired shepherd named Storm. School Resource Officer Steele-Martin will be taking care of Storm.
- B. Hellam Fire Company/Station 21** – Chief Strittmatter provided a written report for January. The Fire Company responded to 45 calls for the month of January, with 22 in Hellam Township, and four automatic fire alarm reports submitted for the month. The Company is still having issues transitioning to a new reporting system. Members completed training on UTV and skid pump as well as Introduction to Fire Service. Crews also completed a standby for Strinestown Fire Company while their members attended an annual banquet, and the expected delivery for the SCBA funded by the FEMA AFG Grant is March.
- Wrightsville Fire Company/Station 41** – Chief Livelsberger provided a written report for January. Wrightsville Fire Company responded to 73 calls in January with 21 in Hellam Township. Events of note include: Deputy Chief Ishman attended the Wrightsville Borough Council meeting on January 5<sup>th</sup>; Ten members attended training on Engine Company Operations on January 10<sup>th</sup>; 15 members as well as members from Mount Wolf, Shrewsbury, Hallam Borough and Glen Rock joined Ice Refresher Training on January 21<sup>st</sup>; Boat 41 and Rescue 41-2 assisted SAFER with rescue of an injured duck on an icy pond on January 24<sup>th</sup>.
- C. Ambulance** – Total EMS calls for January were 103, with 47 in Hellam Township. Keith McMann, Senior Director of Lifeline Emergency Services, and Dr. Chad Nesbitt, Emergency Physician at Hershey Medical Center gave a brief presentation on the data and statistics of the year-end 2025 report. Mr. McMann spoke directly to Township concerns in September over staffing and expressed that Lifeline has sought to address those issues; the York 41 EMS unit is now in service 95% of the time. Total calls for 2025 were 1,809, with 953 in Wrightsville Borough, Hallam Borough and Hellam Township; 856 mutual aid responses in surrounding municipalities, and 122 calls handled by other Lifeline units—likely Columbia, Mr. McMann said, as it is the closest. Median response time to calls is 9 minutes, which Mr. McMann said is a good response time for rural EMS.

Dr. Nesbitt briefly spoke about his background in research and medicine, and how the statistics for measuring EMS efficiency have changed. Academic research shows that the measure of

efficiency is no longer focusing on response time, but of quality of care, such as taking patients to the proper treatment facilities for their conditions.

- D. Emergency Management – No report.**
- E. Public Works/Highway –** Roadmaster, Curtis Ferree, provided a written report for January. The department responded to six call-outs for snow and ice. They also plowed and cindered the roads at every ice and snow event, checking and repairing the equipment after each event. They repaired guiderails at several locations throughout the Township, trimmed low-hanging tree limbs on various roads, placed cold-patch mix in pot holes where needed, and ran routes several times checking for snow and ice. They also continued general maintenance of buildings and all non-snow vehicles and equipment, completed five stormwater inspections, and responded to 22 PA One Calls.
- F. Zoning –** Zoning Officer, Jason Test, provided a written report for January. During the month, 9 permit applications were received, 5 permits were issued, and four are still in progress. There were 0 new complaints, and four resolved. There was a list of ongoing zoning cases and pending ordinances/resolutions, along with a list of permits for January, and a copy of the 2026 complaint logs.
- G. Environmental Advisory Council –** Minutes from the Council's February 9<sup>th</sup>, 2026 meeting were provided. Preparations for the February 28<sup>th</sup> event at Stauffer's are underway, with a planning meeting held on February 18<sup>th</sup>. There is a proposed meeting to discuss the Burn Ordinance between the Planning Commission, Fire Commission and Council on April 9<sup>th</sup>. The Mow/Landscape Ordinance is going through revision. The strategic plan will be reorganized, and Ms. Judith Muller is reaching out to the Lancaster Conservancy to find a source for trees. Ms. Carolyn Fetrow will find out where Carlisle Tree Giveaway sources from, and also contact Emily Neidig of the Water Alliance of York, as well as YCCD.
- H. Eastern York Sewer Authority –** Minutes from the Authority's December 15<sup>th</sup>, 2025, meeting were provided. Total expenses for December 2025 were \$50,448.10.
- I. Eastern York Recreation Authority –** Recreation Director, Jessica Cirilo provided a written report for February, as well as minutes from the Authority's January 7<sup>th</sup>, 2026 meeting, and the revised bylaws. Key points were the finalization of the fireworks agreement for August 22, 2026; financial management, rec. programs and services, and upcoming events on the calendar. Additionally, the Authority denied a request from EY Performing Arts Camp request for summer 2026, and was also denied the York County Community Foundation (Bob Hoffman Grant) for Rexroth ballfields.

Chairman Cox added that the Authority is required to conduct yearly audits, and they are working on minor changes to the bylaws. Supervisor Shillott suggested a rotation to leadership.

- J. Communication Summary:** A copy of the Communications report from January 2026 was provided. The report included analytics and a summary of Facebook and website engagement rates. There were 5 rentals of the community center for the month.

#### **Communications from Citizens**

Phyllis Koster, resident – Ms. Koster mentioned how the York Area Fire and Rescue has sign-ups for people with special needs on their website, so emergency services are aware of any residents with special needs when responding to calls, and asked if the Township had that information posted

somewhere. Manager Mann responded that while it is not currently on the Township website, the Township would investigate putting information on or linking to those resources for residents.

Ms. Koster then asked if the Township had signed a 287G agreement with ICE, like West York Police has, and Manager Mann said the Township had not, but the HTPD is required to assist operations should ICE ask.

Stephanie Heisey, resident – Ms. Heisey asked if a permit was required to place macadam on a road, and Manager Mann responded that a permit is required. Ms. Heisey then inquired if once macadam is placed, the first 25 feet of the first half is required to be given to the Township for the right-of-way, and Manager Mann said that there are right-of-ways, but residents are not required to give part of the road back to the Township with macadam.

Ms. Heisey then asked about blighted properties and stated that roofs are falling in and properties are dilapidated near her residence – an owner received a barn permit two months ago. She asked if anyone from the Township would be attending the conference, to which Mr. Test responded that Shane Coolbaugh, Code Compliance Field Coordinator and himself would be.

Carla Monticchio, resident – Ms. Monticchio gave a statement on Lavender Acres. She explained that according to her research, decisions made in hearings are set in stone, but votes were changed after the hearings in Lavender Acres discussions, and that conditional use must be enforced moving forward. Mr. Leber agreed with Ms. Monticchio's statement that conditional use is based on what is discussed and agreed upon in hearings.

Ms. Monticchio then went on to address the requirements for conditional use set forth in the hearings for Lavender Acres, including restoring the property and keeping its historical character, ensuring dark-sky compliance and noise reduction and no restaurant-style food. Mr. Leber and Ms. Monticchio engaged in a discussion about neighborhood character and what characteristics define it; Mr. Leber said ultimately, it is up to the Township to decide what the characteristics required in maintaining the neighborhood look are.

### **Planning and Zoning**

- A. Request for Financial Security Release: Susquehanna Discovery Center: LL—70E (\$14,709.20 release – Remaining funds \$0)**

Upon a motion from Supervisor Shillott, seconded by Supervisor Ness, the release of financial security funds for Susquehanna Discovery Center in the amount of \$14,709.20 was approved. Motion carried 3-0.

- B. Ordinance 2026-01: Solar (Definitions, Large and Small Scale)**

Steve Fetrow, resident and member of the Planning Commission, voiced his support for the ordinance and emphasized concern that the conditional use of the ordinance will be applied evenly throughout the Township, and suggested the ordinance be very specific about where solar panels and farms are allowed. Mr. Fetrow also suggested that including a zoning map of the Township and the locations where solar is permitted with the ordinance would be ideal.

Supervisor Shillott responded that the ordinance has been worked on by the Planning Commission for over a year, and that the rights of the person, rights of the business, and state regulations and requirements must be considered as well. Supervisor Shillott suggested reviewing the ordinance in detail once more with Mr. Rick Cooper of the Planning Commission, asking Mr. Test for the biggest zoning map available.

Manager Mann suggested Mr. Fetrow attend the in-person planning meeting on March 5<sup>th</sup> for the York County Association of Townships, and Supervisor Shillott stated that both he and

Mr. Cooper are already planning on attending. Manager Mann also suggested that the Board approve the advertising for the solar ordinance, the Restaurant Ordinance, and the new boundary line with Windsor Township at the March 5<sup>th</sup> meeting, with final decisions on approval made on March 19<sup>th</sup>, to which the Board agreed.

**C. SL-25-01 – Preliminary Land Development plan time extension**

Upon a motion from Supervisor Shillott, seconded by Supervisor Ness, the plan time for Preliminary Land Develop for SL-25-01 was extended to March 20, 2026. Motion carried 3-0.

**Planning Commission**

None.

**Minutes Approval**

Upon a motion by Supervisor Shillott, seconded by Supervisor Ness, the Board of Supervisors minutes from the February 5<sup>th</sup>, 2026 meeting were approved with minor changes. Motion carried 3 – 0.

**Financial Reports**

- A. Budget Report – January 2026 – Upon a motion by Supervisor Shillott, seconded by Supervisor Ness, the January 2026 Budget Report was approved. Motion carried 3 – 0.
- B. Treasurer’s Report – January 2026 – Upon a motion by Supervisor Shillott, seconded by Supervisor Ness, the Treasurer’s report for January 2026 was approved. Motion carried 3 – 0.
- C. Disbursements List – February 19<sup>th</sup>, 2026 – Upon a motion by Chairman Cox, seconded by Supervisor Shillott, the disbursements list for February 19<sup>th</sup>, in the amount of \$146, 029.77 from the Members 1<sup>st</sup> General Fund and \$3,803.36 from the Escrow Fund was approved. Motion carried 3 – 0.

**Manager & Solicitor Reports**

Township Manager, Corina Mann:

Upon a motion from Supervisor Shillott, seconded by Supervisor Ness, the Hellam Township Police Code of Conduct and the General Orders 1.8.1 and 2.1 were approved. Motion carried 3 – 0.

The Police job descriptions are still being reviewed by the Labor Attorney. Once the Township gets comments, that will be on the agenda for approval next.

Solicitor:

None.

**Communications from Supervisors**

Supervisor Shillott – A January meeting was held to discuss the 462 corridor survey, with another meeting likely soon. The Draft Burn Ordinance is ready for review, and Supervisor Shillott suggested having one meeting with the Planning Commission, Environmental Advisory Council and both Fire Chiefs together to work through everything. A date of April 9<sup>th</sup> has been proposed.

Supervisor Shillott is working with Manager Mann on a time extension for the Growing Greener grant, and requests for proposals have already gone out.

Chairman Cox – The Fire Commission contract expires in June, and requests for proposals are going out now. A meeting is scheduled for March 3, 2026 with all that submit RRP's.

**Old Business**

None.

**New Business**

- A. Republic Service: Contract extension of one year request – Per bid – increase to \$110.07 per quarter. Increase of \$7.20 per quarter)

Upon a motion from Supervisor Shillott, seconded by Supervisor Ness, the contract for Republic Services was extended. Motion carried 3 – 0.

The next Board of Supervisors meeting will be Thursday, March 5<sup>th</sup>, 2026 at 6:00 p.m.

Chairman Cox adjourned the meeting at 7:45 p.m.

Respectfully submitted,



Corina L. Mann  
Secretary