

Workshop Meeting Minutes
Hummelstown Borough Council
January 11, 2018
7:30 PM

The Thursday, January 11, 2018 workshop meeting of the Hummelstown Borough Council was called to order by President Brian Foster at 7:30 PM. Members in attendance included Brian Foster, Robert Weber, Patti Krow, Randy Lutz and Dee VanGavree. Also in attendance were Mike O’Keefe, Borough Manager, Deb Hummer, Finance Director, Chief William Ryan and Jon Yost, Solicitor.

Reorganization Meeting Deferred Items

1. Election of President Pro-Tem of Borough Council

Dee VanGavree was nominated to this position.

Motion to elect Dee VanGavree as President Pro-Tem of Borough Council made by Patti Krow, second by Bob Weber. Motion carried.

2. Appointment of Delegate and Alternate Delegate to Capital Region COG

Dee VanGavree was appointed as Delegate. Bob Weber was appointed as Alternate Delegate. Brian Foster also volunteered to attend meetings. Delegates will be attending meetings on a rotating basis.

Zoning/Planning

Public Hearing on January 18, 2018 for Proposed Zoning Text Amendment that adds Conditional Use Provisions.

Mike O’Keefe reviewed the proposed Zoning Text Amendment adding a conditional use for restaurants, tea rooms, cafes and other places serving food and beverages. A Public Hearing is scheduled for January 18, 2018 to be held before the regular meeting.

Recommendation to put the authorization of Ordinance 2018-1 amending text to the Borough Zoning Ordinance on the January 18, 2018 meeting agenda made by Bob Weber and Dee VanGavree .

Review of Proposed changes to Sign Ordinance Regulation

Steve Wyld reviewed the proposed changes to the sign ordinance regulations in the Borough Zoning Ordinance. With all the developing technology the sign ordinance is very antiquated. The recommendations are as follows:

1. Section 1807.1 – Billboard Signs – Add the words “conforming electronic signs” following the word “bulletins” in line number 2.
2. Section 1807.1.A – Billboard Signs – Replace the first sentence with, “No advertising sign structure shall be placed within 500 ft of another advertising sign structure”.
3. Section 18-7.1.B – Billboard Signs – Change 300 sq. feet to 125 sq. feet.
4. Section 1809.E – Signs Prohibited in All Districts – Add the following sentence at the end: “Conforming electronic signs shall only be permitted in the Commercial General (C-G), Commercial-Warehousing (C-W) and Manufacturing (M) Zoning Districts, and shall comply with all size and location requirements set forth in said Zoning Districts”.

The Planning Commission has recommended that Council move ahead with these changes.

Motion to have Solicitor prepare the necessary Ordinance made by Bob Weber, second by Patti Krow. Motion carried.

Status Report on CVS Variance Request for signage on new building

Steve Wyld reported that CVS is on track for a Spring opening. CVS has applied for a variance for larger signage on the building. The Borough sign ordinance does not take into consideration the size of the lot or building. In that particular zoning district (C-RN) they are allowed to place wall mounted signs on the building. The Borough ordinance states that “The total of all signs may not exceed 36 square feet but no one sign can be larger than 12 square feet.” This size sign is not large enough for the size of the building.

They are proposing some larger signage and two of the wall signs would not be compliant with the current zoning. The size of each sign would be 33.08 square feet.

The hearing for the variance is scheduled for Wednesday, February 7, 2018 at 7:00 pm.

Administration/Miscellaneous

Update on the Borough Building Project

Bob Weber reported that there are still some loose ends that need to be addressed. Denny Sowers will be reviewing the Certificate of Substantial Completion. That will need to be signed once it has been reviewed. The total funds that need to be held back to complete the project has not been determined.

Donation of \$500 received from the Hershey VFW Lodge 3502

Mike O'Keefe reported that the VFW gave a donation of \$500 to be used for playground equipment. They continue to be very generous towards the Borough.

Downtown Improvement Committee Update

Patti Krow reported the brochure is complete and they have been handed out to perspective new businesses. They will also be giving some to the Dauphin Co Redevelopment Authority to distribute. The committee will be meeting with the Authority tomorrow at 1:00 pm to discuss the RFP, advertisement of it and potential list of developers who will receive it.

The committee had a video program presentation. This program showcases communities and counties to help market and promote themselves. This presentation led the committee to take a look at the Borough's website and determined it needs to be updated and refreshed. They are discussing the possibility of hiring someone to continuously update it.

The committee realized they should be meeting more often and have decided to meet the first Friday of each month at 2:00 pm.

Review of 2018 Potential Project List

Mike O'Keefe compiled a list of items that could use some attention. This is not inclusive but provides a place to start. A copy of the list has been attached.

Other Business

Dee VanGavree mentioned the Winter Fling is coming up January 26th and 27th.

Executive Session – Personnel Matter

Council rose into executive session at 8:35 pm

Adjourn

Council reconvened at 9:05 pm

Meeting was adjourned at 9:05 pm

Respectfully submitted,

Abra M. Hummer