

Minutes
Regular Meeting
Hummelstown Borough Council
Thursday, February 17, 2022
7:00 PM

The February 17, 2022 regular meeting was called to order by Vice-President Bob Weber at 7:00 PM. Members in attendance included Chris Black, Chad Lister, Dee VanGavree, Kelly Williamson, and Randy Lutz. Borough Manager Theresa Eberly, Chief Hess, Finance Director Deb Hummer, Zoning Officer Steve Wyld, and Solicitor Michael Miller were also present.

Approval of Agenda

A motion to approve the agenda made by Dee VanGavree, second by Kelly Williamson. Motion carried.

Approval of Minutes of the following meetings:

Regular Meeting of January 20, 2022

A motion to approve the minutes was made by Dee VanGavree, seconded by Chad Lister. Motion carried.

Workshop Meeting of February 10, 2022

A motion to approve the minutes was made by Chad Lister, seconded by Kelly Williamson. Motion carried.

Citizens Hearings

There were no citizens in attendance who wished to make any comments.

Staff Reports

Manager's Report

Manager Eberly gave her report.

- The 2021 MS4 review has been completed. There were no comments or findings.
- The DHS Assistance program is up and running and we have our first approved applicant.
- Theresa will be meeting with Rick Levan of PennDOT in regard to the Pavement Management program.
- Staff will be meeting with a LTPA engineer to discuss short term pedestrian improvements and costs.

Zoning Officer's Report

Steve Wyld provided council with a memo updating them on the progress he has been making with Code Violation letters. He told council if they see any issues or get any complaints from residents to let him know.

Police Report

Chief Hess reported that Officer Saenz started her full-time position in January and her 7 PM to 3 PM shift is working out very well. New graphics were put on the Dodge Charger that is being used by the SRO. He told council to review the Co-responder report he had given them. She has proved to be an asset to the department.

Fire Company Report

The Fire Company report was accepted as submitted.

Mayor's Report

Mayor Roeting was not in attendance. Chief Hess gave his report.

- He felt this year's Winter Fling was the most successful.
- On February 8th he swore in the Fire Company officers.
- He was a guest speaker at Rotary on February 16.
- The LDHS spring musical "Guys and Dolls" will be starting in two weeks.
- He will be attending the 321 fundraiser at Rubber Soul and will have a proclamation.
- LDHS Mini-thon will be held March 18th and 19th.

Financial Report

A motion to accept the financial report was made by Dee VanGavree, seconded by Chad Lister. Motion carried.

Tax Collector’s Report

A motion to accept the tax collector’s report was made by Chris Black, seconded by Kelly Williamson. Motion carried.

Tax Exoneration & Exemption Report

A motion to accept the Tax Exoneration and Exemption report as submitted was made by Chad Lister, second by Dee VanGavree. Motion carried.

Recreation Board

Kelly Williamson reported the brick fundraiser is going well and has raised around \$5,000. On April 2nd there will be a clean up day at the Hummel and Suez trails. Suez is sponsoring the event and will supply the trash bags.

Emergency Mgmt. Oversight Committee

Dee VanGavree reported that on May 16th there will be training at the Borough building.

Shade Tree Commission

There was no report.

COG Meeting

Dee VanGavree said she is planning on attending the meeting on Monday.

Communications Committee Report

Dee VanGavree reported the committee met on February 15th and they had a great meeting. Right now they are focusing on “Have a heart for Hummelstown”, highlighting the non-profits in town.

Administration

Bike Race Update

Manager Eberly reported that the race organizers are planning on having 100 craft vendors at the event. There will also be food trucks. Council members were not pleased with the idea of trying to have vendors on Main Street between Hanover and Water Streets. Randy Lutz suggested that the vendors set up at Schaffner Park to avoid downtown congestion. After a lengthy discussion council decided to cap the total amount of vendors to 25 and they must set up in Schaffner Park.

Police

Chief Hess reported that with the hiring of Officer Saenz as full-time officer and the retiring of Officer Sherwin the department only has Officer Weaver as a part-time officer. Officer Weaver has been hired full-time at another department and has given a 2-week notice. Chief Hess has a perspective candidate for the part-time position. He will keep council posted as the process progresses.

The handicap parking signs have been removed at 340 W High Street and 115 S Railroad Street as they are no longer needed by the residents.

The body cams have been received and they are working well.

Motions

Motion: to approve the MOU between the Borough of Hummelstown and Derry Township Municipal Authority concerning the Bullfrog Valley PRP project.

Motion made by Randy Lutz, seconded by Kelly Williamson. Motion carried.

Motion: to approve Scope of Work by YSM to prepare site plan and grant application to DCNR for a cost not to exceed \$2,800 and approve Resolution 2022-R-2 authorizing Theresa Eberly as signatory for the DCNR grant application.

Councilman Black asked Manager Eberly if she sought proposals for this work. Manager Eberly stated that one was received from HRG, which was significantly higher.

Motion made by Kelly Williamson, seconded by Randy Lutz. Motion carried.

Motion: to approve Poplar and Hanover Streets pedestrian safety improvements

The motion was tabled by Vice-President Weber as there were no costs currently available for the improvements. Council agreed to table said motion.

Motion: to approve the purchase of the Millermatic mig welder from Airgas at a cost not to exceed \$1,854.

Motion made by Dee VanGavree, seconded by Chris Black. Motion carried.

Motion: to approve the removal of two trees in Schaffner Park to the lowest bidder to be (determined) at a cost not to exceed \$6,000.

Motion made by Chad Lister, seconded by Dee VanGavree. Motion carried.

Motion: to approve HRG completing the Local Shares Grant application at a cost not to exceed \$2,500.

Motion made by Chris Black, seconded by Chad Lister. Motion carried.

Motion: to approve a proposal from McNees Wallace and Nurick dated February 14, 2022 to retain said firm as Dissemination Agent for Issuer Continuing Disclosure for an annual fee not to exceed \$750.

Motion made by Randy Lutz, seconded by Dee VanGavree. Motion carried.

Approval of bills payable list dated February 17, 2022.

Motion made by Kelly Williamson, seconded by Randy Lutz. Motion carried.

Other Business

Dee VanGavree said the Chick's Golf tournament will be held May 22nd at Manada Golf course. The Spring Bash will be April 9th from 8 PM – 12 PM. Some of the proceeds will go to Lower Dauphin Communities that Care.

Executive Session

There being no further business, the public portion of the meeting closed and council adjourned to executive session for a personnel matter at 7:45 PM.

Council reconvened at 8:20 PM. There being no further business the meeting adjourned at 8:20 PM

Respectively submitted,

Deb Hummer, Finance Director