

Minutes
Workshop Meeting
Hummelstown Borough Council
Thursday, February 9, 2023
7:00 PM

The Thursday, February 9, 2023, workshop meeting of the Hummelstown Borough Council, was called to order by Vice President Robert Weber, at 7:04 PM.

Members in attendance included Dee VanGavree, Chris Black, Chad Lister, Kelly Williamson, Robert Weber, and Mayor Dave Roeting. Also in attendance were Theresa Eberly, Borough Manager, Sergeant of Police Spencer, Erika Brown, Finance Director, David Willard, Public Works Director, Brett Flowers, Solicitor, and Isaac Underhill, HRG.

Presentations/Announcement

Bike Share Proposal – Steve Deck, Executive Director from Tri-County Regional Planning Commission, discussed how there was a bike share system that was brought back in Harrisburg and was one of the most heavily used in the area; which seems to be of value to bring that back, after the pandemic. This project was revived in October 2022 and Tri-County has been looking for qualifying municipalities in the region who have safe speeds and traffic volumes.

Hummelstown is one of the areas that meets those requirements. Currently Hershey has a system (with about half a dozen stations) and there is a good fit for ridership between Hummelstown and Derry Township, especially after Hershey West End is completed. UPMC is one of the biggest contributors to the funds paying 15% of the total cost.

The bike racks can be moved and installed anywhere. Mr. Deck emphasized that Hummelstown would make a great location on any day of the week. Dee VanGavree commented that she supports the Bike Share System idea because there was one downtown Hummelstown several years ago; however, no one knew the bike routes because it wasn't mapped out. Mr. Deck mentioned that the bike system has an app that will show riders where they can ride.

Chris Black asked about the annual membership price, and what happens in the winter. Mr. Deck said there is an annual fee of \$25 for unlimited rides, provided each ride is less than 30 minutes in duration. Any ride over 30 minutes will result in additional charges. Tri-County outsources the maintenance of the bikes in the program-

Brian Foster suggested the area by CVS to be considered as a bike rack location since it is in a visible location. Mr. Deck requested that Council consider utilizing funds associated with the Pedestrian Improvement project to construct the CVS location. He further stated that the initial data for the program will give the Borough good information for bike location. Mayor Roeting commented that probably visitors will utilize the bikes more than residents. Chris Black asked if the Borough needs to take into consideration bike lanes and road signs.

Mr. Deck and Manager Eberly also discussed about the grant that will help us determine alternative forms of commuting and designing potential bike lanes.

Motion to move consideration of joining the bike share program to next week's agenda of 2/16/23, moved by Chad Lister and seconded by Bob Weber; motion carried.

Citizens Hearings - None

Administration

1. Hummel Street Parcel 31-055-008 Parcel Subdivision

a. Discussion on Hummel Street Parcel 31-055-008 Parcel Subdivision:

Manager Eberly introduced Eric Johnston who's the engineer for the Ricker Project. Mr. Johnson discussed the layout of the landscape and the plans for the subdivision. They are proposing to widen Hummel Street from 13sf to 24sf and to do grading along Raymond Street to help with the water runoff so it does not make its way down to Hanover Street. Additionally, they are proposing to dedicate the pedestrian path through an easement agreement so the Borough can continue maintaining the section mentioned and displayed in the plan. Furthermore, they propose adding a sidewalk on Kokomo Ave along the Borough's property. Sheet #1 of the design plans has 7 waivers, with the Planning Commission making recommendation for approval in their minutes. The Planning Commission recommended no parking on either side of Hummel Street. Extensive discussion continued regarding parking on Hummel Street. Borough Council concluded by requesting parking spaces be added to both side of the existing structure. There was also concerned expressed on whether the sidewalk could be constructed in the floodplain, especially since fill will need to be added.

b. Motion to add Hummel Street Parcel 31-055-008 Parcel Subdivision Plan with associated waivers to the February 16, 2023, meeting agenda moved by Chris Black and seconded by Robert Weber; motion carried.

2. VERDE Agreement

There was no discussion on the Sweeper Agreement

Motion to move to meeting on February 16th moved by Chris Black and seconded by Robert Weber seconded; motion carried.

3. STMP Engagement Agreement

a. Discussion on the proposed agreement with KMS to serve as the consultant on the STMP project at a cost not to exceed \$56,250. Manager Eberly stated the STMP Grant was discussed in September 2022 but not yet awarded. The Borough anticipates receiving the award in the next few months.

b. Motion to **Add** STMP consultant agreement to the February 16, 2023, agenda moved by Dee VanGavree and seconded by Robert Weber; motion carried.

4. Quarry Road Sidewalk Update

Isaac discussed Quarry Road Design and Construction Timeline table below.

Project Phase	Start	Finish
Field Survey and Basemapping	2/21/2023	3/21/2023
Preliminary Design	3/21/2023	8/15/2023
Final Design	8/15/2023	3/1/2024
Bid Phase	3/1/2024	7/1/2024
Construction (Assumed Duration)	7/1/2024	9/15/2024

5. Stormwater Project Engineering Proposals

- a. Discussion on Scope of Work Proposal for stormwater projects at High and Duke Streets and Hummel Nature Trail. David Willard and Isaac Underhill discussed the construction process for each project. The Hummel Nature Trail project will most likely be constructed by the Public Works staff. Mr. Underhill indicated that if the project was not going out to bid, HRG would reduce the cost of the scope by \$15,000. The Duke and High Street project is more complicated due to the utilities and most likely will go out to bid.
- b. Motion to **Add** Scope of Work for High and Duke Streets and Hummel Nature to the February 16, 2023 agenda was moved by Robert Weber and seconded by Kelly Williamson: motion carried.

6. Summer Camp Director

- a. Discussion on hourly rates for Summer Camp Positions as follows:
Director: \$22
Assistant/Lead: \$18
Counselors: HS - \$14 and UC- \$16
Manager Eberly discussed the Summer Camp plans and requested to add the salary approval to next week's agenda. The Summer Camp will be held during the same weeks as last year.
Chis Black asked if all the positions and salaries are comparable or increased from last year. Borough Manager Eberly mentioned that the salaries are the same as last year except for the Director salary was increased by \$2 per hour and a new Assistant/Lead position was added to assist the director with managing the camp.
- b. Motion to Add Summer Camp Position salaries to the February 16, 2023, agenda moved by Robert Weber and seconded by Chad Lister; motion carried.

7. Public Works: Parks and Road 2023 Projects- Dave Willard, Director of Public Works.

Mr. Willard provided an overview of completed 2022 projects and 2023 the Parks and Roads.

8. Criterium Bike Event

- a. Discussion/decision on the serving alcohol at the 2023 Bike Event.

Manager Eberly requested Borough Council to the request from the organizers of the Criterium Event concerning allowing alcohol vendors at the event. Chad Lister and Robert Weber said no. Dee VanGavree said yes because of past events that did serve alcohol. Brian Foster brought up the fact that they may be wanting to bring outside vendors instead of local vendors who have a brick and mortar in the Borough; He said he would be more interest in knowing if they plan to use local vendors. Chris Black said he would be in favor if the local vendors are considered rather than allowing outside vendors. Chad Lister is not in favor of having alcohol outdoors because he is not in favor of alcohol being out in the street; it will also send the wrong message. Mayor Roeting agreed that Borough establishments that currently serve alcohol should be considered first. Brian Foster asked for clarification from the organizers as to how they plan to organize alcohol vendors. Based on that information, Borough Council can make the decision.

Police

9. Crossing Guard and Parking Enforcement Officer

- a. Sergeant Spencer led the discussion on salary for Crossing Guard and Parking Enforcement Officer. He said he recently reviewed the part-time position which has not had a raise since January 2023.
- b. Motion to **Approve** an increase to the hourly rate for the Crossing Guard and Parking Enforcement Officer position from \$14.04 to \$17.00 retroactive January 1, 2023, was moved by Chad Lister and seconded by Robert Weber seconded; motion carried.

10. Motion to amend the agenda to add consideration of a trailer purchase was moved by Robert Weber and seconded by Chad Lister; motion carried.

Mr. Willard asked Borough Council to review a request to purchase a new 2023 Sure Trac Trailer Model St8218TBE-B. Discussion followed on the purchase 2023 Sure Trac Trailer Model St8218TBE-B which is under the budget by \$2,000 took place.

Motion to **Approve** the purchase of a new 2023 Sure Trac Trailer Model St8218TBE-B was moved by Robert Weber and seconded by Chad Lister. motion carried.

Executive Session

The meeting adjourned at 9:35 PM for Executive Session.

Respectfully submitted.

Erika Brown
Finance Director