

Workshop Meeting Minutes
Hummelstown Borough Council
March 8, 2018
7:30 PM

The Thursday, March 8, 2018 workshop meeting of the Hummelstown Borough Council was called to order by President Brian Foster at 7:30 PM. Members in attendance included Bob Weber, Patti Krow, Ryan Taggart, Amanda Donohue, Randy Lutz, and Dee VanGavree. Also in attendance were Mayor Dave Roeting, Mike O'Keefe, Borough Manager, Deb Hummer, Finance Director, Chief William Ryan and Jon Yost, Solicitor.

Planning/Zoning

Review of Proposed Ordinance 2018-2 amending the Zoning Ordinance (Part 18) by revising certain sign regulations

Bob Weber explained that this amendment will add certain pieces to the sign ordinance that addresses billboard signs. This is just a patch for the billboard issue and more comprehensive changes will need to be made in the future.

Motion to authorize the advertisement of ordinance and the scheduling of a public hearing to be held before the April 19th regular meeting made by Bob Weber, second by Patti Krow. Motion carried.

CVS Pharmacy Project

Review of Notice of Intent to Remediate the CVS site

Bob Weber reported contaminated soil was found in a cistern structure when excavating the property. The contaminated soil has been removed. Test holes have been drilled to test the quality of the ground water. Monitoring will be ongoing. The Borough can request to be kept informed of any issues.

Motion to contact Dana Blakeslee of J.C. Bar to keep the Borough informed of all remediation events made by Bob Weber, second by Ryan Taggart. Motion carried.

Zoning Hearing to be held March 28th regarding revised request for a variance from the sign regulations

Bob Weber reported this is their second submission. They are proposing a sign to be placed on the front of the building facing Main Street but they will not put a sign on the Quarry Road side of the building. The size of the sign will also be somewhat smaller.

Review of proposed agreement to terminate the Hanover Heights Subdivision Plan Approval between Fair Havens Partners and the Borough for property located at North Hanover and Raymond Street

Mike O'Keefe reported that this plan was approved by Borough Council on May 21, 2009 but has not proceeded. The property was never subdivided and if the Developer chooses to develop the property in the future it will need to be started from scratch. Termination of this agreement also releases the Developer from Financial Security in the amount of \$54,367.50. The Borough is requiring the Developer to pay for expenses associated with the termination of the agreement before being recorded.

Motion to place on the March 15th agenda made by Bob Weber, second by Patti Krow.

Review of proposed Derry Township Land Use Assumptions report in anticipation of the preparation of a Traffic Impact Fee Ordinance

Mike O'Keefe reported with the development of Hershey West, a commercial and residential development located south of Route 322 between Waltonville and Bullfrog Valley Roads, there will be a need for traffic solutions. This ordinance will allow Derry Township to collect fees to offset the associated costs. Adjacent municipalities may review and comment on the report if desired. Mike suggested that at a minimum the Borough should go on record requesting Main Street and Quarry Road be part of the study.

Motion made by Amanda Donohue permitting Mike O'Keefe to prepare a letter expressing the Borough's request for traffic studies done on highways and streets going into Hummelstown from Derry Township

especially Quarry Road and Main Street be part of the traffic studies, second by Bob Weber. Motion carried.

Public Works

Status Reports

Square Traffic Signal

Mike O'Keefe reported that he received an email from Sharon Pellman of PERCS. She will set up with Flagger Force for either Monday or Tuesday if they have openings, for traffic control while the pole is being installed.

Expansion of Salt Storage Facilities

Mike O'Keefe reported that this issue is still being examined. In order to increase salt storage capacity the facility will need to be enlarged. Cost could be approximately \$50,000 though this is a very preliminary figure. The expansion would double the salt storage capabilities.

Mike had a preliminary conversation with PennDOT discussing the Borough taking over snow removal on PennDOT roadways (Main, Hanover and Quarry). The Borough would receive approximately \$6,600 per year (\$1,100/lane mile) If the Borough should choose to do this the extra salt storage capacity is necessary.

Annual Swatara Sewer Authority Meeting

Mike O'Keefe reported that there are no major issues, just the ongoing issue of the sludge dryer not operating properly. After some general discussion, several council members showed interest in going on a tour of the plant.

Start of infiltration/inflow study of sanitary sewer line adjacent to Swatara Creek at Pump Station #2

Mike O'Keefe reported there have been peaks of heavy flow at various times, mainly during heavy rains when the creek is high. The suspect line is on Kokomo. Steve Wyld has created a plan to determine where the issue may be. The public works crew has been pulling manhole covers and checking the depth of the water. There is a plan to televise the line to see if the line needs repaired.

Tentative review of scope of work for proposed MS4 project at Hummel Trail

Mike O'Keefe reported that Tom Wilson stopped by with a Scope of Work but was not able to attend the meeting if there were any questions. This topic will be deferred until the April 12th Workshop meeting.

Emergency Management

Status report on tabletop exercise

Dee VanGavree reported the second quarterly drill was held February 26th with an attendance of 44 people. The topic it addressed was two vehicles crashing into the Firemen's Carnival. A lot of good ideas came out of this exercise.

Borough Buildings (current and former)/Administration

Review of proposed pay Application #8 dated February 15, 2018 in the amount of \$187,856.88

Bob Weber reported that Denny Sowers has recommended payment. This is for 100% of the project, including change orders and retainage minus \$13,281.12 for completion of site work this spring.

Motion to pay Application #8 in the amount of \$187,856.88 made by Bob Weber, second by Ryan Taggart. Motion carried.

Review of Consent of Surety to Final Payment

Bob Weber reported that this Consent of Surety states that there have been no issues with the contractor paying subcontractors or suppliers. Because the Borough is withholding 10% of the final contract amount to Uhrig, Uhrig is withholding 10% on all suppliers and subcontractors. Because there have been no issues the Surety company is approving final payment.

Motion to take care of Surety to allow final payment based on Denny's review to allow subcontractors to be paid their final 10% made by Bob Weber, second by Amanda Donohue. Motion carried.

Status Report of former Borough building

Mike O'Keefe reported the walkthroughs of the building and rental properties have been completed. Approximately 17 people took part in the walkthroughs. The next step will be the submission of proposals. Proposals are due April 6, 2018 at 4:00 pm to the Dauphin County Redevelopment Authority.

Review of proposal from McNees Wallace and Nurick, LLC to serve as "Dissemination Agenda for Issuer Continuing Disclosure", required under the Securities and Exchange Commission Rules (Total annual cost - \$750)

Mike O'Keefe reported that he was invited to a review session by McNees Wallace and Nurick on a program that they are introducing for customers along with other interested parties. McNees Wallace and Nurick served as Borough bond counsel when the last bond was obtained. Regulations regarding bonds have been increasing. They are proposing to provide a service for \$750 that would advise the Borough of its requirements to file all the proper documents associated with the existing bond issue.

Motion to place on the March 15th agenda made by Bob Weber, second by Patti Krow.

Other Business

Bob Weber mentioned that it may be a good idea to put crosswalk markings across Quarry Road at Main Street. Chief Ryan said that would be fine.

Chief Ryan stated that the department is looking to hire part time officers.

Executive Session – Real Estate Matter

Council rose into executive session at 8:30 pm

Adjourn

Council reconvened at 9:00 pm

Meeting was adjourned at 9:00 pm

Respectfully submitted,

Abra M Hummer