

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

The March 17, 2022 regular meeting was called to order by President Brian Foster at 7:00 PM. Members in attendance included Bob Weber, Chris Black, Chad Lister, Dee VanGavree, Kelly Williamson, and Randy Lutz. Mayor David Roeting 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 Bob Weber, second by Dee VanGavree. Motion carried.

Approval of Minutes of the following meetings:

Regular Meeting of February 17, 2022

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

Workshop Meeting of March 10, 2022

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

Presentations

A. DCNR Grant for Alexander Park – Ann Yost

Ann Yost of YSM, a landscape architect firm, discussed the grant proposal for Alexander Park. The DCNR grant will be for \$150,000 and the Borough will be responsible for 50%, or \$75,000. The improvements will focus on the playground which is 20 years old. Chris Black asked Ann if any money could be saved if the public works department did the demolition. She explained that though the public works department could do it, that would be outside of the contract and could entail significant paperwork. She will contact DCNR regarding that question.

B. Criterium Bike Race – Loren Barisch and Megan Barto

Megan showed council the website that they had set up for the event. They are looking into giving away Hummelstown dollars as prizes. They are planning on having a family racecourse in an effort to get the whole family involved. They did ask council if they would reconsider the number of craft vendors that can participate stating that they weren't asking for hundreds but would like to have more than 20. Council will take this under consideration.

Citizens Hearings

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

Staff Reports

Manager's Report

Manager Eberly gave her report.

- A Local Shares grant had been submitted on March 15th. This would provide additional funding for the Pedestrian Safety Improvement project.
- The public works department has refurbished the benches at the square.
- The Borough has received a \$1,000 Falcon Foundation grant for the summer recreation program.
- She told council that she feels very lucky to be part of the Borough.

Zoning Officer's Report

The zoning report was accepted as submitted.

Police Report

Chief Hess thanked council for the second shift officer. It is going very well. He also told council to take a look

at the co-responder's report that was in the packet. The numbers were down but the co-responder was out for approximately 2 weeks. The co-responder did share a very nice letter that was received by the District Attorney's office from one of our residents in town.

Fire Company Report

The Fire Company report was accepted as submitted.

Mayor's Report

Mayor Roeting reported that he will be attending the following events:

- Mini-thon at the high school
- Trisomy 21 Day fundraiser at Rubber Soul
- Bingo Blast at the Fire Company
- County mixer at the cigar shop
- Nature Trail cleanup day
- Easter egg hunt at the American Legion
- Spring Bash that evening

Financial Report

A motion to accept the financial report was made by Bob Weber, seconded by Chris Black. Motion carried.

Tax Collector's Report

A motion to accept the tax collector's report was made by Chad Lister, seconded by Bob Weber. Motion carried.

Tax Exoneration & Exemption Report

There was no report.

Parks and Recreation Board

Kelly Williamson reported that 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. She received a letter from Chris Mason regarding National Night Out. The Board is planning on attending that event.

Emergency Mgmt. Oversight Committee

Dee VanGavree reported that on 3/23 Dauphin County will be giving away free masks and face shields. On 3/28 EMA has a meeting from 5 – 6. Tabletop drill is planned for May 16 at 6:30 pm. EMA submitted on behalf of the Fire House a thermal camera which was approved by EMA for a cost of approximately \$1,400.

Shade Tree Commission

Theresa Eberly reported the Commission will be meeting on Monday and the main topic they will be discussing is the efforts they will have in supporting education in advance of the ordinance.

COG Meeting

Dee VanGavree reported she attended the February 21st meeting. The main topic of discussion was the proposed tolling on I-83. It is important to keep following this topic. It was also suggested that Council pass a resolution stating they did not support this. Council agreed to have a draft prepared.

Communications Committee Report

Brian Foster reported that it has been almost a year since Anthem Marketing services were retained. The Hummelstown is Happening website is filled with local events. Anthem continues to promote upcoming events such as the Spring Bash. The HIH Facebook page also promotes events and designates individuals for its "Good Samaritan Day".

Administration

Personnel

Motion to: approve an offer of employment to Neale Magill, Public Works effective May 9, 2022

Motion was made by Chris Black, seconded by Bob Weber. Motion was carried.

Motion to: accept the retirement of Deb Hummer effective July 22, 2022

Motion was made by Chad Lister, seconded by Bob Weber. Motion was carried.

Hanover and Poplar Crosswalk Study Review

A. Motion to: approve recommendations set forth in the study prepared by LTAP dated February 28, 2022

B. Motion to: approve the following:

- i. Relocating existing signs closer to the crossing and adding doubles (front and back) signs for improved visibility and adding pedestrian crossing signs for advance warning of pedestrian crossing. Sign expense is \$850 and work to be performed by Public Works staff at minimal cost.**
- ii. Stripe core markings along the shoulders at the crosswalk to improve visibility of the crosswalk. Expense includes paint estimated at \$750 and work to be performed by Public Works staff.**

Motion to accept the approval of Motion A and B was made by Bob Weber, seconded by Chad Lister. Motion was carried.

Stormwater Proposal – HRG

Theresa Eberly reported that HRG has agreed to lower the scope of work fee from \$64,000 to \$56,000. HRG also agreed to reduce the fee for the Stakeholder Advisory Committee from \$10,000 to \$7,000. The Billing Data Implementation cost will remain the same at \$9,000. The total proposal cost will be decreased from \$83,000 to \$72,000.

Motion to: approve the proposal by HRG to provide engineering, financial and related services to support the implementation of a stormwater utility in the Borough of Hummelstown as follows:

- A. Basic scope of work for a lump sum of \$56,000 reduced from \$64,000.**
- B. Oversight/responsible for the Stakeholder Advisory Committee at a cost of \$7,000 reduced from \$10,000.**
- C. Complete implementation of Billing Date Implementation at a cost of \$9,000.**

Motion made by Dee VanGavree, seconded by Bob Weber. Motion was carried.

Parks and Recreation Board member

Motion: to approve Leah Ferguson to the Parks and Recreation Board for a term that expires December 31, 2026.

Motion made by Kelly Williamson, seconded by Bob Weber. Motion was carried.

Ordinance 2022-01: Shade Tree Commission

Motion: to approve advertisement of Ordinance 2022-1, Reestablishing a Shade Tree Commission and Enumerating all its powers for enactment at the public meeting on April 21, 2022.

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

Approval of bills payable list dated March 17, 2022.

Motion made by Kelly Williamson, seconded by Bob Weber. Motion carried.

Other Business

There was no other business.

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 8:10 PM.

Council reconvened at 9:30 PM. There being no further business the meeting adjourned at 9:30 PM

Respectively submitted,

Deb Hummer, Finance Director