

Minutes
Workshop Meeting
Hummelstown Borough Council
Thursday, April 9, 2020
7:30 PM

Due to the COVID-19 pandemic the April 9, 2020 Workshop Meeting of the Hummelstown Borough Council was conducted via Skype. The meeting was called to order at 7:30 PM by Council President, Brian Foster. Members in attendance remotely in different areas of the Borough building included; Brian Foster, Bob Weber, Randy Lutz, Chief William Ryan, Finance Director Deb Hummer, Borough Manager Mike O'Keefe and Solicitor Jon Yost. Dee VanGavree, Chad Lister, Patti Krow, Mayor Dave Roeting and Steve Wyld attended the meeting remotely from home.

Before the meeting began Brian Foster asked for a moment of silence in memory of Councilmember Ryan Taggart who passed away March 27, 2020.

Citizen Hearing

There were none.

COVID-19 Issues

- **Continuation of Disaster Emergency Declaration**

This above mentioned Declaration will be adopted at the April 16th meeting and will be continued indefinitely.

- **Other COVID-19 issues**

Mike O'Keefe said the Borough office is maintaining function. Brian Foster commended residents for showing social distancing and good behavior. Mayor Roeting asked if anyone knew of any residents with unmet needs. No one was aware of any. Dee VanGavree mentioned that Governor Wolf shut down all the schools for the rest of the year. Mayor Roeting announced all sports have been cancelled as well.

Public Works Projects

- **Review of Proposed Joint Project with the Army Corp of Engineers.**

Bob Weber was reviewing a proposal the Borough had received from the Army Corp of Engineers but had technical issues with his microphone. Mike O'Keefe continued the discussion. He said the Borough needs to keep this ball rolling. The Army Corp will map all the Borough's stormwater catch basins and outfalls. It is very important to start the paperwork. It will take several weeks to complete and then the Borough will be placed on a list for the Army Corp projects. Once the paperwork has been signed the Borough must pay their 50% share (\$30,000) within a certain time period. It will take up to a year for the Corp to complete the project.

Recommendation to put said project on the April 16 agenda made by Chad Lister and Patti Krow.

- **Review of Proposed Sidewalk Installation Project on the West Side of Quarry Road from Division Street to Route 322 Overpass**

Mike O'Keefe stated that this is another project that needs to keep moving. There is an opportunity for the Borough to receive grant funds for the construction of a sidewalk that would connect the Borough and Hershey West End development. HRG will complete the grant application for a fee of \$3,000. If the Borough is awarded the grant HRG will begin the design phase for a fee of \$60,500. The Borough will be responsible for 20% or \$12,100 and Tri-County will be responsible for the remaining 80%. The construction phase will cost between \$400,000 and \$500,000 of which the Borough would be responsible for 20%. Dave asked if there may be other funding available for the project. Mike said that is a strong possibility.

Recommendation to file Grant Application with Tri-County Planning Commission for Phase I be put on the April 16 agenda made by Dee VanGavree & Bob Weber.

- **Review of Proposed Roadway Capital Improvement Plan**

Mike O'Keefe stated that council had a copy of the Roadway Improvement plan that had been prepared by HRG. It is a lot of information to absorb. Mike recommends continuing to look at the plan and he, Steve and possibly Bob Weber will discuss the methods of implementing the plan. In the agenda it was recommended to retain HRG to assist in choosing the appropriate treatment. There is also the option of working with contractors and other individuals that understand these treatments. Because the Borough has not done any of these treatments he feels the Borough needs guidance. There are several methods to look at for guidance so he is recommending council take time to look at the report and Steve and himself will have a recommendation next

month. Chad Lister stated he had looked at the report and had questions and would like to talk to Steve and Mike at a later date. Chad asked if the Borough would need to do another contract with HRG to give guidance and specific treatments for specific roads. Mike said the answer was yes because the current report does not address the specifics for each road. This topic has been tabled until more information is received on this subject.

Administrative

- **Consideration of recommendation from Dauphin County Commissioners to endorse County resolution #2020-10 waiving the 5% and 10% penalties for the County/Municipal property taxes for the balance of 2020.**

Mike stated that because the boroughs taxes are attached to the county tax bill council must endorse this resolution in order for the county to move forward. Deb Hummer stated that this would have an insignificant effect on the Borough's income.

Recommendation to endorse County Resolution #2020-10 waiving tax penalties be put on the April 16 agenda made by Dee VanGavree and Bob Weber.

- **Discussion of appointment needed to fill the unexpired term on Borough Council created by the death of Ryan Taggart on March 27, 2020.**

Brian Foster stated that Council will rise into an executive session to discuss this topic with anticipation of having an appointment probably by the next meeting.

Other Business

Chief Ryan stated that these are tough times and we are very fortunate that everyone is working cooperatively and collectively together and he is very grateful for that.

Executive Session (Personnel Matter)

Council rose into an Executive session at 8:10 PM.

Council reconvened at 8:35 PM

There being no further business, the meeting adjourned at 8:35. PM.

Respectively submitted,

Deb Hummer, Finance Director