

Minutes  
Workshop Meeting  
Hummelstown Borough Council  
Thursday, April 14, 2022  
7:00 PM

The Thursday, April 14, 2022, workshop meeting of the Hummelstown Borough Council was called to order by President Brian Foster at 7:00 PM. Members in attendance included Bob Weber, Dee VanGavree, Randy Lutz, Chad Lister, Chris Black and Kelly Williamson. Also in attendance were Theresa Eberly, Borough Manager, Ryan Mentzer, Solicitor, Justin Hess, Police Chief, Deb Hummer, Finance Director, and Zoning/Codes Officer Steve Wyld.

**Presentations**

There were no presentations.

**Citizens Hearings**

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

**Administration**

Brian Foster announced that an Executive Session was held immediately prior to the meeting to discuss legal and personnel issues.

**A. Discussion of Resolution 2022-R-5: Revitalize the Hummelstown Municipal Authority**

Solicitor Mentzer explained that the term of existence of this Authority expired on July 7, 2018. Next Thursday this resolution will be adopted and a Statement of Revival signed. The revival will be filed with the Department of State. That will be the first step in adopting a stormwater fee.

*Bob Weber and Dee VanGavree recommended the adoption of Resolution 2022-R-5 be put on next week's agenda.*

**B. Discussion of South Hanover Township Letter of Support**

Theresa Eberly explained that this is an administrative matter. South Hanover is seeking a grant and asked for a Letter of Support from the Borough. The letter needed to be received by South Hanover before this evening's meeting and therefore this action needs to be ratified.

*Motion: to Ratify the Letter of Support for South Hanover Township for the Greenways and Master Plan Study grant application through DCNR was made by Bob Weber, second by Dee VanGavree. Motion was carried.*

**C. Discussion on drafted Zoning Ordinance Amendment to regulate the use of "Smoke Shops/Tobacco Stores", "Cigar Shops and Lounges", Mixed-Use Structures" and "Fences and Walls".**

Steve Wyld explained that this proposed ordinance will define a new use for Mixed-Use structures and reviewed the changes. It will define a new use of Cigar Shops and Lounges. This change will require compliance with a variety of criteria and outlines off-street parking requirements. A new use for Smoke Shops and Tobacco Stores will be defined. This change will require compliance with a variety of criteria and outlines off-street parking requirements. Finally, it will eliminate most regulations pertaining to Fences and Walls and replaces them with a much more detailed and comprehensive list of requirements.

Steve went into more detail regarding all the proposed changes. Chris Black thanked Steve for all his hard work.

*Recommendation to authorize the Solicitor to review and prepare the ordinance and to advertise for adoption of the ordinance setting the public hearing be placed on next week's agenda by Bob Weber and Chad Lister.*

**D. Short Term Rental**

Steve Wyld passed out a packet that was provided by the applicant who has applied for a conditional use permit for the operation of a short-term rental at 41 W Main Street. The Planning Commission met with the individual and was satisfied that he complied with the zoning ordinance for short-term rentals.

*Motion: to approve the advertisement of Conditional Use #2022-CU-1 from Rashmi Agarwal and Katan Sharma for operation of a Short-Term Rental Use at 41 W Main Street and to set the date of May 19, 2022 made by Chad Lister, Dee VanGavree. Motion was amended to include contingent upon settlement on April 29, 2022.*

**E. Discussion on adding new “No Parking” zones to South Hanover Street at locations below to the Ordinance CH15-403 Parking Prohibited at All Times in Certain Locations.**

<u>Street</u>	<u>Side</u>	<u>Between</u>
South Hanover Street	West	Intersection of Poplar Ave to a point 217 feet North
South Hanover Street	West	Intersection of Poplar Ave to a point 37 feet South

Chief Hess explained that after an analysis of crosswalk safety at the Hanover/Poplar intersection by Patrick Wright it was determined that sight distance was a safety concern. Mr. Wright recommended painting the curb and posting “No Parking” signs. This must be placed in the ordinance so that the Police Department can enforce the restrictions. There will be a brief grace period for violators.

*Motion: to authorize the Solicitor to revise the ordinance to include the following parking restrictions:*  
*South Hanover Street West Intersection of Poplar Ave to a point 217 feet North*  
*South Hanover Street West Intersection of Poplar Ave to a point 37 feet South*  
*was made by Bob Weber, seconded by Chris Black. The motion was carried.*

**Police**

**A. Retirement, resignation and replacement**

*Motion: to accept the retirement/resignation of Officer Kopinetz effective April 1, 2022 was made by Chris Black, second by Randy Lutz. Motion was carried.*

Chief Hess reported that the department is under an aggressive timeline to hire a full-time officer. April 29<sup>th</sup> at 4:00 pm is the application deadline. Written and physical agility tests will be held May 2<sup>nd</sup>. Oral interviews of the top ten will be May 3<sup>rd</sup>. He hopes to have the backgrounds completed for the top three candidates and will present them to council at the May 12<sup>th</sup> workshop meeting. Council would then be able to hire the officer at the May 19<sup>th</sup> meeting.

**B. Discussion of offers of employment – Nathan Day and Antonio Gonzalez, Jr.**

Chief Hess stated that the Civil Service Commission recommended Mr. Day receive \$18/hour. The increase is due to three years of cumulative community service officer work to count as one year of law enforcement experience. That bumps the pay from \$17 to \$18/hour. He has also completed all Act 57 requirements.

*Motion: to approve offer of employment for the position of part-time police officer to Nathan Day, contingent upon meeting requirements of Act 57, at a rate of \$18/hour was made by Chris Black, seconded by Chad Lister. Motion carried.*

Chief Hess stated that the starting hourly rate for Antonio Gonzalez, Jr. would be \$21.85 based on his 10 years in law enforcement. That puts him in the 7 year+ pay scale.

*Motion: to approve a conditional offer of employment of the position of part-time police officer to Antonio Gonzalez, Jr. contingent upon meeting the requirements of Act 57 and a background check at a rate of \$21.85 made by Dee VanGavree, seconded by Bob Weber. Motion was carried.*

### **Other Business**

Dave Willard updated council on all the projects the public works department has recently completed, from street sweeping and chipping to the repair of several pieces of equipment.

Dee VanGavree thanked Dave for allowing her to ride with him this week. He showed her equipment, storm drains, and fields and found it very helpful.

Brian Foster started the discussion regarding the roller that public works would like to purchase. This will be used to do base repair to the roads. This will save the Borough money if it is taken on in-house because there are now employees qualified to do this type of work. Based on the current bid for street resurfacing this could save \$43,000.

Theresa Eberly stated that the current roller is a little unsafe and does not vibrate. Public works looked into 2 rollers and had demos of each. They determined that the CAT roller was a better fit. Dave has talked to CAT regarding the purchase. The price of the roller is \$35,400. This purchase is in the 2023 budget. CAT agreed to hold the price and not charge anything for a year. The Borough would pay the interest which is \$1,600 at an interest rate of 4.75% in 2023 along with the cost of the roller for \$35,400. A second option would be to lease the roller for four years and pay approximately \$4,000 in interest. At the end of the lease the Borough would own the roller. After discussion it was decided to make the purchase in 2023 as opposed to leasing.

***Motion: to authorize the purchase of the CAT roller as defined in the information that has been provided tonight, leasing it for this year and deferring the payment until next year was made by Bob Weber, seconded by Dee VanGavree. Motion was carried.***

Isaac Underhill of HRG gave his project updates. The Bullfrog Valley project received permanent approval from DEP. The next step will be to bid it out in July and start construction in September. It is right on schedule. The Quarry Road project is close to finalizing the scope of work on ECMS. The West End project is going smoothly. Brian Foster asked when they would be starting blasting. Isaac wasn't certain but he would check. Brian also asked when the traffic light is scheduled to be installed. Isaac said he will get an answer for that as well.

Dee VanGavree thanked all who helped with the Spring Bash. They grossed around \$17,000 and will net around \$10,000.

### **Adjourn**

There being no further business, the public portion of the meeting closed and council adjourned to Executive Session for a personnel matter at 8:00 PM.

Respectfully Submitted,

Debra Hummer