

Minutes  
Workshop Meeting  
Hummelstown Borough Council  
Thursday, June 9, 2022  
7:00 PM

The Thursday, June 9, 2022, workshop meeting of the Hummelstown Borough Council was called to order by Vice-President Bob Weber at 7:00 PM. Members in attendance included Dee VanGavree, Randy Lutz, Chad Lister, Chris Black and Kelly Williamson. Also in attendance were Theresa Eberly, Borough Manager, Michael Miller, Solicitor, Justin Hess, Police Chief, Deb Hummer, Finance Director, and Zoning/Codes Officer Steve Wyld.

**Presentation**

Susan Davis updated council on the progress the Master Gardeners are making with their project in Schaffner Park, Voices in the Garden. They have made recordings using 5 voices, one of which is Herb Schaffner's daughter, Colleen Schaffner. She played that recording for council. All the recordings give a portion of Hummelstown's history. The group's last step in promotional planning and an unveiling of the project August 19<sup>th</sup> at the park.

**Citizens Hearings**

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

**Administration**

**A. Discussion on the appointment of Elliot Shibley to Shade Tree Commission**

Manager Eberly told council that there will be two vacancies and Mr. Shibley will be filling one of them. Dee VanGavree said she may know someone that might be interested in filling the second spot.

*Dee VanGavree and Kelly Williamson recommended that Mr. Shibley's appointment be put on next week's agenda.*

**B. Short Term Rentals**

**i. Ordinance 2022-3, Discussion on proposed revisions**

Steve Wyld reviewed the proposed revisions suggested by the Planning Commission that worked closely with Tri-County to come up with these changes. After Steve had finished highlighting the proposed revisions there was discussion and a few of the comments will be taken into consideration when completing the final draft.

**Resolution 2022-R-8, Discussion on Resolution establishing annual permit fee for Short Term rentals**

This resolution must be adopted to set the license fee of \$1,000 for Short Term rentals.

*Dee VanGavree and Chris Black recommended this be placed on next week's agenda.*

**C. Hummelstown Municipal Authority**

**i. Discussion on the Hummelstown Authority and the need to appoint five (5) members to serve on the Authority**

Five members need to be appointed to this Authority for the remainder of 2022. In 2023 they will be appointed for staggered terms. Members must be a resident of the Borough, taxpayer or local business owner. This Authority will oversee the Stormwater fee program and will act as the financial conduit. Solicitor Miller said it would be nice of council would have suggestions for appointees before the next meeting.

**D. Resolution 2022-R-9, Reimbursement Agreement**

**i. Discussion on proposed Resolution established to provide for the allocation and reimbursement of funding for stormwater projects in the amount of \$320,000**

Manager Eberly stated that this is an administrative resolution. It is put in place in case the Borough needs to spend money on projects before the debt is incurred.

Bob Weber and Dee VanGavree recommended to put

**E. Zoning Amendment Update**

Steve Wyld reported that for several months proposed changes to the zoning ordinance have been reviewed. Tri-County has reviewed the updated ordinance and it has been approved with no corrections or additions.

This ordinance is now ready for action. Steve asked that council place a motion on the regular meeting agenda to authorize the solicitor to advertise the ordinance and to advertise a public hearing for the June regular meeting.

*Chris Black and Bob Weber recommended that this be placed on next week's agenda.*

**F. Rental Property Ordinance**

Solicitor Miller stated that council has been going back and forth about the rental property ordinance. A lot of changes have been made and everyone has had a chance to review those changes. The question is whether council is ready to proceed with this or if there should be further discussion. The next step in the process is to turn it over to a sub-committee. Once the sub committee gives final approval it will be advertised as a new ordinance. Council members agreed that they should proceed.

**G. Consideration to hire Erika Brown as Finance Director**

*Motion: to hire Erika Brown as Finance Director at a starting salary of \$70,000 and a starting date of June 13, 2022 was made by Dee VanGavree, seconded by Kelly Williamson. Motion was carried.*

**Police**

**A. Officer Nathan Day**

Chief Hess reported that Officer Day has passed all the requirements to be approved for full-time status.

*Motion: to approve full-time status of Officer Day to the Hummelstown Police Department effective May 14, 2022 was made by Bob Weber, seconded by Kelly Williamson. Motion was carried.*

**Other Business**

Kelly Williamson reported that Community Day was cancelled due to the forecast of rain. Dee VanGavree reported that the tabletop drill for EMA will be Monday, May 16 at 6:30 pm in the lower level of the Firehouse. Bob Martindill was present and reminded council that this is a very important activity and hoped they would all plan on attending.

Manager Eberly reported that Acting Secretary Weaver of DCED will be visiting the Borough on Tuesday, May 17<sup>th</sup> starting at 10:15. DCED has been very instrumental in funding many of the projects that have been completed in the Borough including the Square improvement project. This will be a good event for the Borough and will give council an opportunity to meet with him and discuss their future plans for Hummelstown. Solicitor Miller stated that this is a very big deal.

**Adjourn**

There being no further business, the public portion of the meeting closed and council adjourned to Executive Session for a personnel matter at 7:30 PM.

Respectfully Submitted,

Debra Hummer