

**MINUTES**  
 Regular Meeting  
 Hummelstown Borough Council  
 Thursday, June 13, 2024  
 7:00 PM

*THIS MEETING IS BEING RECORDED FOR THE PURPOSE OF MINUTES*  
*As a courtesy to others in attendance, we ask that you please silence mobile devices and limit public comment to no more than five (5) minutes per person.*

- 1. Call To Order – 7:06PM**
- 2. Devotions**
- 3. Pledge of Allegiance to the Flag**
- 4. Roll Call**

Mayor and Council Members:		
Mayor Dave Roeting	Christopher Black, President	Dee VanGavree, Vice-President
Robert Weber	Kelly Williamson	Barbara Miller
Chris Weaver	Jamie Brubaker	
Also in Attendance:		
Theresa Eberly Borough Manager	Justin Hess Chief	
Traci Eismann Finance	Brett Flower Solicitor	

**5. Announcements/Presentations**

President Black noted prior to meeting there was an executive session regarding personnel matters as well as legal questions regarding insurance.

**Hummelstown Criterium and Street Fair**

Two representatives from the Criterium and Street Fair Event were present to answer any questions concerning the upcoming event that will take place on July 13<sup>th</sup>, 2024. They have been working closely with Chief Hess and Manager Eberly which includes a new detour route, making event more efficient as well as safer for Borough residents to get around during the event. There will be a beer garden again this year which will be highlighting Rubber Soul’s new location in town by moving their spot to where there brewing facility is, this is also where the 17 food trucks will be located. This event in 2023 brought in thousands of people and is a premier event for the Borough. There are limited-addition hats available on Criteriums website. This event allows anyone age 35 or older to race in a special race and several state champions will be crowned. In addition, a family race course experience will happened and a children’s race for children 4-13 years of age. Residents were notified about the race and /detour/bike route, including postcards mailed to each resident. A QR code was added to the postcard to link to more information on route. The Hummelstown Sun will also run an Ad about event in the coming weeks along with presence on Good Day PA the beginning of July. Mayor Roeting requested that each business that could be affected by event be contacted and be given notice, due to one business not being aware last year.

**6. Public Comment**

Any resident, business owner, and/or taxpayer of the Borough, or any representative of a non-profit organization serving the Borough wishing to address the Council must first be recognized by the President and then must identify him/herself by name and address.

Resident Terry Gawles acknowledged Borough Council for hosting the 65 & over Senior Luncheon that was held in June.

Resident Brenda Pera wanted to publicly thank Codes Officer Laura Miller for all her hard work and taking action on the property located at 249W Main Street.

**7. Consent Agenda**

**A. Approval of the Agenda**

**B. Approval of the Minutes of the Following Meetings**

**i. Meeting of May 9-24**

**ii. Meeting of May 16-24**

**C. Approval of Bills Payable List dated June 13, 2024**

**D. Financial Overview Report as of May 31, 2024**

**General Fund Checking**

Balance	\$2,153,655.89
Revenue	\$1,810,524.97
Expenses	(\$1,147,710.37)

**Sewer Fund Checking**

Balance	\$984,336.92
Revenue	\$658,895.40
Expenses	(\$563,972.97)

**Capital Fund Checking**

Balance	\$2,850,459.67
Revenue	\$103,136.67
Expenses	(\$199,184.11)

**E. Fire Company Report**

**F. Tax Collector Report**

**G. Tax Exemption & Exoneration Report (none)**

**H. Zoning/Code Enforcement Officer Report**

**I. Resolution 2024-R-07**

**J. LDSH-Hummelstown MOU**

**K. Dauphin County Local Share Municipal Grant Co-Agreement No 2024-90**

Motion to **Approve** Consent Agenda As Presented made by Dee VanGavree and seconded by Chris Weaver.

Motion carried.

## 8. Public Hearing

Conditional Use Application 2024-CU-01 submitted by Tom and Josi George for Short-Term Rental at 307 W. 2<sup>nd</sup> Street.

Solicitor Brett Flower took over hearing as well as Summer Miller, stenographer being present and taking testimony.

Notice to close public hearing was made at 8:00 PM.

Motion to **Approve** amended Conditional Use 2024-CU-04 with certain conditions being met was not a unanimous vote, vote was taken and in favor of approval 5-1 with Council Member Weber denying approval and voting No.

Motion carried.

Hearing Concluded at 8:07 PM.

## 9. Additional Reports:

### A. Manager Report

Report as submitted.

-A reminder to Borough Council that their packets included the 2024 budget schedule and will be up on the website soon, any resident interested is invited to attend these meetings.

-Alexander park has been inspected and passed with flying colors.

### B. Police Report

-This past month 3 officers attended EVOC driving school for three days and a significantly rate.

-Chief also attended a banquet with the Marine Corp League who generously made a \$1,000 donation to the Police Department for equipment.

### C. Mayor Report

-Mayor Roeting, as part of the Memorial Day committee acknowledges they would like to do a better job of keeping events scheduled after making the hard decision to cancel, due to anticipated weather such as with the 2024 Memorial Day Parade. "Be the One" campaign making people aware of veteran suicides still took place at the American Legion on Memorial Day.

-Mayor Williams from Harrisburg City will be spending some time in the Borough on June 14<sup>th</sup> to discuss the sharing of resources.

-Annual Fireman's Carnival begins Monday June 17<sup>th</sup> and will last all week, everyone is encouraged to come out and support the fire company who supports us all every day.

-Alexander Park ribbon cutting event will take place on Saturday, June 29<sup>th</sup> at 10am.

### D. Parks & Recreation Board

-There will be a coffee truck present at Alexander Park ribbon cutting event. Council Member Williamson shared that the park has been packed and being utilized every day, playground is currently open even though ribbon cutting is not until June 29<sup>th</sup>.

-Summer Rec Camp is currently collecting registrations and is very busy preparing for camp. Camp will be held at Schaffner park this year instead of at the Nye building. The annual fundraiser for sports and craft equipment is also currently taking place.

### E. Emergency Management Oversight Committee

-The American Legion made a donation at the Memorial Day Celebration in the amount \$500 which is much appreciated.

-Council Member VanGavree thanked Borough Council members for obtaining their required courses as an elected official the past few months.

-Next meeting will be held on July 10<sup>th</sup>.

F. Shade Tree Commission

None

G. COG Report

None

H. Communication Committee

-Preparing for DCED visit which has been postponed a few times and are anxiously awaiting the new date for visit.

-There has not been official notice received but it's anticipated that the Tourism Grant for 2024 will be granted in the amount of \$15,000. This will help support your communications efforts.

-Next meeting will be Tuesday, June 18<sup>th</sup>.

I. Engineering Report

None

## 10. Special Event Permit- FFO Festival

Discussion on the Special Event Permit for the purpose of selling beer, wine and frozen drinks. submitted by FFO and the Annual Festival on August 12<sup>th</sup>-17<sup>th</sup>. Alan Detweiler, President of FFO was present to present for the second year how they comply with requirements to offer alcohol safely. A few changes from last year include changing the location from within the basketball courts out to the public area so that these individuals can enjoy the bands and entertainment. Another change will be a second vendor due to the original vendor not being available on Saturday night, this vendor must follow same criteria and requirements. Wrist bands will still be provided for age identification purposes and the process will stay the same from last year since it seemed to work well with no issues. An exact location for the beer garden has not been decided but several suggestions were made by Borough Council on location. Council Member Williamson would prefer to see a designated area specifically assigned to the beer garden due to families and children and keeping them in mind. No residents present wished to comment on this motion.

Motion to **Approve** Special Permit for FFO Festival at Schaffner Park on August 12<sup>th</sup> -17<sup>th</sup> to allow the selling of beer, wine and frozen drinks made by Jamie Brubaker and seconded by Dee VanGavree.

Motion carried.

## 11. Schaffner Park Pavilion Repair

Discussion on the estimates to repair Kitchen, Bathroom and Meeting Room was had at executive session about insurance. President Black called for a motion to Table. Alan Detweiler, President of FFO inquired why the Board is choosing to table this item and was informed that the Borough has made an insurance claim and will be receiving insurance money. Borough Council recognizes that there repairs and improvements that needed to be done to ice cream facility as well as the large pavilion. As a whole Borough Council would like to possibly have a committee formed and use the insurance money to improve the pavilion area for larger events and all public use for this area. It was also requested at this time by Mr. Detweiler for better communication from Borough Council for FFO and the Fire Company. It was assured by President Black that there are no plans to remove the Fire Company or FFO from using the facilities for events.

Motion to Approve **Table** Advance Disaster Recovery, Inc., as cost of \$29,261.17 made by Barb Miller and seconded by Kelly Williamson.

Motion carried.

## **12. ARLE Grant**

Discussion on the Scope of Work submitted by Dawood Engineering for the ARLE grant application for an amount not to exceed \$1,000 for signal improvement project intersections at Hanover and Main and Hannover and 2<sup>nd</sup> Street was led by President Black for assistance with grant preparation.

Motion to **Approve** Scope of Work from Dawood Engineering for ARLE grant submission for a total estimated cost of \$1,000 was made by Kelly Williamson and seconded by Bob Weber.

Motion carried.

## **13. Trash and Recycling Draft Bid- Specifications Section**

Manager Eberly explained that the trash committee has met four times over the past few months and have labored over the specifics that should be included in trash contract. The last time the borough went out for bid was 10 years ago and times have changed since this. Some of the big changes in services included in bid are 1) cart only pickup- containers consisting of 3 sizes and everything must be included in cart, 2) 1 large item/week, 3) yard waste pickup four times a year, and 4) Christmas tree pickups. Vendors will have the option to choose a pickup day every day except for Fridays, this would be the only stipulation on days so that the Borough can stay competitive for pricing. In the bidding process there will be an option to go with a 3- or 5-year contract. The new service will begin the beginning of 2025 with containers being given to residents prior to this time. This item will be discussed in much more detail at the next meeting on June 20<sup>th</sup>.

## **14. Dehumidifier for Borough Office Basement**

The proposed purchase of a dehumidifier for the Borough Office Basement has received a few quotes and this was the low quote. Mayor Roeting commented that this contract reads well and is a good decision, he would just request that the equipment be supported by the rafters and not just placed on risers.

Motion to **Approve** quote received from W. C. Eshenaur & Sons for an Aprilaire Model #E-130 Dehumidifier at a cost not to exceed \$3,650 was made by Chris Weaver and seconded by Kelly Williamso.

Motion carried.

## **15. Other Business**

-June 20<sup>th</sup> Meeting- Discussion on 2025 Trash and Recycling Contract.

-Chief Hess thanked The American Legion for their donation.

-Vice President thanked Staff and PD for the first senior lunch bunch that was held as well for all of the residents that attended.

-June 14<sup>th</sup> is 2<sup>nd</sup> Friday.

-Fireman's Carnival starts June 17<sup>th</sup>.

-Starting in July BC will be resuming the workshop meetings on the 2<sup>nd</sup> Thursday of each month and Regular Meeting the 3<sup>rd</sup> Thursday of each month.

**16. Executive Session (if needed)**

**17. Adjourn-8:43**

**June 2024**

6-14 2<sup>nd</sup> Friday

6-17 Fireman's Carnival

6-17 Shade Tree Commission – 5pm

6-20 Borough Council Meeting- 7pm

6-26 Zoning Hearing Board- 7pm

*Our Journey in 2024*

*Investing in Infrastructure and Connectivity\* Maintaining our Charm-Property Maintenance and Rental Property Program\* Improving Communication with Residents\* Investing in Economic Development\* Improving Sustainability /Efficiencies\* Supporting our Fire and EMA Partners*