

AGENDA
 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**
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	David Willard Public Works Director
Traci Eismann Finance	Michael Miller Solicitor	Isaac Underhill, HRG

5. **Announcements/Presentations**
 - A. Hummelstown Criterium and Street Fair
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.
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. LDS-D-Hummelstown MOU

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

Motion to Approve Consent Agenda As Presented.

8. Public Hearing

A. Conditional Use Application 2024-CU-01 from Tom and Josi George for Short-Term Rental at 307 W. Main Street

- i. Turn meeting over to Solicitor for the Public Hearing
- ii. Announce the closure of the Public Hearing
- iii. Motion to Approve Conditional Use 2024-CU-04

9. Additional Reports:

- A. Manager Report
- B. Police Report
- C. Mayor Report
- D. Parks & Recreation Board
- E. Emergency Management Oversight Committee
- F. Shade Tree Commission
- G. COG Report
- H. Communication Committee
- I. Engineering Report

10. Special Event Permit- FFO Festival

A. 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 12th-17th.

B. Motion to **Approve/Table/ Deny** Special Permit for FFO Festival at Schaffner Park on August 12th - 17th to allow the selling of beer, wine and frozen drinks.

11. Schaffner Park Pavilion Repair

A. Discussion on the estimates to repair Kitchen, Bathroom and Meeting Room.

B. Motion to Approve **Approve/Table/ Deny** Advance Disaster Recovery, Inc., as cost of \$29,261.17.

12. ARLE Grant

- A. 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 2nd Street.
- B. Motion to **Approve/Table/ Deny** Scope of Work from Dawood Engineering for ARLE grant submission for a total estimated cost of \$1,000.

13. Trash and Recycling Draft Bid- Specifications Section

- A. Discussion on the Draft Specification Section.

14. Dehumidifier for Borough Office Basement

- A. Discussion on the purchase of a dehumidifier for the Borough Office Basement
- B. Motion to **Approve/Table/ Deny quote received from W. C. Eshenaur & Sons for a Aprilaire Model #E-130 Dehumidifier at a cost not to exceed \$3,650.**

15. Other Business

- A. June 20th Meeting- Discussion on 2025 Trash and Recycling Contract

16. Executive Session (if needed)

17. Adjourn

June 2024

6-14 2nd 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*



BOROUGH OF HUMMELSTOWN

Founded 1762

Incorporated August 26, 1874

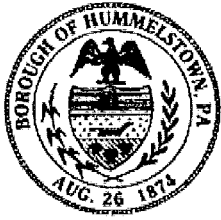
261 QUARRY ROAD
 HUMMELSTOWN, PA 17036
 www.hummelstown.net

PHONE: (717) 566-2555
 FAX: (717) 566-3324

Agenda Item Review

Meeting Date:	6-13-24
Agenda Item:	2024-2025 ARLE Grant
Description:	Borough Council approved the grant application at the 5-16 meeting. Requesting to review and approve the grant completion and submission by Dawood Engineering for a total cost of \$1,000. The total grant ask is \$118,500.
Submitted by:	Theresa Eberly
Background:	The deadline for the grant is June 30 th and the grant is technical in nature. After reviewing the ARLE grant, it was determined that an engineer would be better suited to complete the grant.
Mandated:	Yes No By Whom:
Pros:	Given the technical nature of the request, an engineer would be best suited to complete the application. This would give us the best opportunity at receiving a very competitive grant.
Cons:	Cost
Approval Limitations / Deadline:	Deadline of grant is June 30 th
Financial Information:	Grant Request Total is \$118, 560 with the Borough's share of \$9,560.
Budget Impact:	Would be expensed to engineering
Discussion:	
Scheduled Vote:	June 13 th in order to give Dawood time to complete grant.

** for Public Comment on this item, please contact the Borough Manager



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Agenda Item Review

Meeting Date:	6-13-24
Agenda Item:	Dehumidifier for Basement at Borough Office
Description:	The Borough Office is in need of a dehumidifier in the basement to address the build up of moisture. Several quotes and models reviewed.
Submitted by:	Sergeant Spencer
Background:	The existing dehumidifiers are not longer functioning. Areas in the basement are gathering moisture. A dehumidifier is needed to keep the basement in good condition and stored records in proper condition. The low-cost dehumidifier is from W. C, Eshenaur at a cost of \$3,650.
Mandated:	Yes No By Whom:
Pros:	Needs purchased.
Cons:	none
Approval Limitations / Deadline:	Needs Approved As Soon As Possible
Financial Information:	Unbudgeted expense. Will be expensed out of the capital reserve.
Budget Impact:	See Above
Discussion:	To approve the purchase of the low-cost dehumidifier is from W. C, Eshenaur at a cost of \$3,650.
Scheduled Vote:	June 13th

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Agenda Item Review

Meeting Date:	6-13-24
Agenda Item:	Schaffner Pavilion Repair – Construction
Description:	After remediation of the Borough Pavilion, the Borough is required to receive 3 quotes for our insurance carrier, Selective. Borough is recommending we approve Advance Disaster Recovery, Inc because of the low cost of \$29,261.17 and the company's ability to get it done as soon as possible.
Submitted by:	Theresa Eberly
Background:	The sewer system backed up into the pavilion on May 12 th . Remediation was completed and construction is in order.
Mandated:	Yes No By Whom:
Pros:	The estimated cost from Advanced Disaster Recovery is more than the quoted cost from Advanced Disaster Recovery Inc. The estimate from Selective Insurance is \$35,422.81
Cons:	N/A
Approval Limitations / Deadline:	June 13, 2024
Financial Information:	\$500 Deductible (has been removed from the estimate above)
Budget Impact:	\$500
Discussion:	Approve low cost vendor, given the ability to start quickly on the project.
Scheduled Vote:	June 13, 2024

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Agenda Item Review

Meeting Date:	6-13-24
Agenda Item:	Special Event Permit- FFO
Description:	Special Permit is required to sell or have alcohol in the park. FFO is requesting to allow alcohol at their Festival again this year.
Submitted by:	FFO
Background:	Section 8 of Resolution 2020- 9 : Special Events in Schaffner Park requires an application and the applicant to demonstrate how they can comply with 8.1 to 8.26. This is the second year for the Festival.
Mandated:	Yes No By Whom:
Pros:	N/A
Cons:	N/A
Approval Limitations / Deadline:	Approval is necessary to continue with planning.
Financial Information:	N/A
Budget Impact:	N/A
Discussion:	Review sections 8.1 to 8.26 to ensure compliance
Scheduled Vote:	June 13th

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Agenda Item Review

Meeting Date:	6-13-24
Agenda Item:	Trash and Recycling Bid
Description:	Included in your packet is the "Specification Section" of the bid. The legal section will be included in the packet next week, providing Brett a week to review the legal section. The Trash Committee reviewed the bid and provided their input. Borough Council has the opportunity to ask questions pertaining to the bid.
Submitted by:	Theresa Eberly/Laura Miller/Trash Committee
Background:	Trash Committee consisting of Mayor Roeting, Dee VanGavree, Kelly Williamson, Barb Miller, Amanda Donohue, Brian Foster, Tammy Nagy, Alex Norris, Justin Hess, Dave Willard, Laura Miller and Theresa Eberly met as follows: <ul style="list-style-type: none"> ○ Committee Meeting - April 30th (Republic Services) ○ Committee Meeting – Discussion on Bid Terms - May 14th ○ Key Issues of Trash and Recycling Service Reviewed by BC -May 21st ○ Committee Meeting- Draft Bid Reviewed- June 4th
Mandated:	Yes No By Whom:
Pros:	The Trash and Recycling Bid has been vetted and reviewed by the committee to provide specifications that are both service driven and cost effective. Borough Council will review at the June 20 th meeting
Cons:	N/A
Approval Limitations / Deadline:	July 11 th
Financial Information:	N/A
Budget Impact:	N/A

Discussion:	Approve low cost vendor, given the ability to start quickly on the project.
Scheduled Vote:	June 13, 2024

** for Public Comment on this item, please contact the Borough Manager