

Minutes
Workshop Meeting
Hummelstown Borough Council
Thursday, August 12, 2021
7:30 PM

The August 12, 2021 Workshop meeting was called to order by President Brian Foster at 7:30 p.m. Members in attendance included Bob Weber, Chad Lister, Chris Black, Patti Krow, Dee VanGavree and Randy Lutz. Mayor Dave Roeting, Chief Justin Hess, Borough Manager Theresa Eberly, Finance Director Deb Hummer, Zoning officer Steve Wyld, and Solicitor Mike Miller were also present.

Citizens Hearings

Gail Kulp approached council with suggestions to make the town easier to walk for it's older citizens. She feels the addition of more benches other than at the square would give older people a place to sit and rest when they are walking. She also suggested making a small, quiet park for people to relax at the newly acquired 7-11 property.

Police Department

- A. The Chief reported that he and Theresa Eberly, along with race coordinators, worked very hard over the last couple of weeks. Tomorrow at 8 am he, Theresa, and Steve Wyld will be going door to door along the bike route passing out flyers. No Parking signs will be put up tomorrow as well. It has been determined that we have the appropriate amount of barricades to stop traffic.

Loren Barisch of Blue Mountain Velo reported that he and his assistant looked at the course. They have decided that for the safety of the cyclists and people they will have a gantry system installed the day before the race. There will also be crash barriers that will keep the participants protected near the bases of the light towers. They have secured Faulkner Honda as their main sponsor along with other local businesses. Registration closes next Thursday, August 19th and they hope to have 150 – 350 participants.

Public Works

- A. **Motion: To approve the job description for the Public Works Supervisor position**

Theresa Eberly reported that the job description for the public works supervisor has been completed and she would like council's approval. She would also like to move forward with the advertising of the position.

Motion to approve the job description of the public works supervisor position made by Bob Weber, second by Chad Lister. Motion carried.

- B. **Motion: To approve the job description for the Public Works Maintenance position**

Theresa reported that this job description has been completed and will need council's approval as well. Even though this position is much needed she would like to have the new supervisor involved in the hiring process.

Motion to approve the job description of the public works maintenance position made by Dee VanGavree, second by Bob Weber. Motion carried.

Administration

- A. **Presentation on the Transportation Alternative Set-Aside grant**

Lauren Zumbrun of HRG was present to explain two potential funding solutions for the Quarry Road construction project. The first program is the Transportation Alternative Set-Aside (TASA) grant. The pre-application for this grant is due Monday, August 16th. This grant is federal money that is funneled through PennDOT. There is a state-wide allocation of about 18 million dollars. MPOs also have an allocation. She believes HATS allocation is close to \$465,000. Applicants submit one pre-application that goes to PennDOT. If HATS doesn't fund the project an award will be considered for the state-wide pot. If the Borough receives the award it will fund construction 100%. She and Theresa will be collaborating on the application to keep the cost down. Lauren will prepare the pre-application. Borough staff will complete the final application and HRG will review before submitting. The final applications are due October 15th. They are reviewed through December and announcements are expected in January. HRG's cost for this is estimated to be \$2,000.

If council would consider the other potential funding solution which is referred to as normal transportation money, there would be a 20% match. Staff is encouraging targeting both programs so that there is some flexibility in how funds may be allocated if the project is selected for funding. This program will open in the

next nine months, most likely the end of the year or beginning of next year.

After questions from Chris Black, council was told by Lauren that if the Borough should get multi-modal money it would not have to be used for the Quarry Road project should HATS funds be received.

Chad Lister questioned how the \$2,000 figure was derived. After an explanation from Lauren and discussion on the merits of the program council agreed that this would be money well spent.

Motion: to approve HRGs proposal to complete a grant application for the Transportation Alternative Set-Aside grant at a cost not to exceed \$2,000.

Motion made by Bob Weber, second by Dee VanGavree. Motion carried.

B. Public Hearing for the Zoning Ordinance Amendment relative to sign regulations

Steve Wyld reported that the hearing is scheduled for August 19th at 7:00 PM. This is before the regular council meeting.

C. Motion: to approve the appointment of Deb Hummer as the Assistant Right to Know Officer

Theresa explained that it is nice to have a backup as there are time constraints on these RTKL requests. Chief Hess is planning on being the RTKL officer for the police department with Sgt. Spencer as the assistant.

Recommendation to approve the above-mentioned appointments at the August 19th meeting made by Patti Krow and Chris Black.

Other Business

Brian Foster mentioned that the painting of Bill's Restaurant has commenced. Mayor Roeting said he will send Bill a thank you note.

Deb Hummer said the Fire Company report was included in the agenda packet this week and will not be in next week's agenda.

Brian also mentioned that the FFO carnival is going on and they have had a tough time of it. Any support for them is greatly appreciated.

Executive Session – Personnel & Real Estate

Borough council recessed the Workshop meeting into Executive Session at 8:15 PM.

Borough council concluded the Executive Session and reconvened the Workshop meeting at 9:15 PM.

There being no further business, the meeting adjourned at 9:15 PM

Respectively submitted,

Deb Hummer, Finance Director