

Minutes  
Workshop Meeting  
Hummelstown Borough Council  
Thursday, September 9, 2021  
7:30 PM

The Thursday, September 9, 2021, workshop meeting of the Hummelstown Borough Council was called to order by Vice President Weber at 7:30 PM. Members in attendance included Randy Lutz, Dee VanGavree, Chad Lister and Chris Black. Also in attendance were Theresa Eberly, Borough Manager, Mike Miller, Solicitor, Justin Hess, Police Chief, and Steve Wyld, Zoning/Code Officer.

**Citizens Hearings**

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

**Update on Tropical Depression Ida flooding**

Chief Hess informed Council that the Borough Public Works Crew and Manager Eberly worked long hours to prepare Borough facilities and roads for potential flooding. Once the flood waters receded, very minimal damage to Borough facilities was reported. The Chief commended Theresa and Public Works on their efforts.

**Discussion on Poplar Ave. Parking**

Chief Hess informed Council that efforts pertaining to the Poplar Ave. Traffic Study are on-going. On 9-2-21, he met with Borough staff and representatives from Council at the site to discuss and evaluate potential remedies to the parking complaints received from residents at last month's regular meeting. The Chief presented Council with a document outlining several recommendations including removing current parking restrictions on the south side of Poplar Ave., between Hanover St. and Water St. and enhancements to public parking along the western border of Schaffner Park. He also recommended identification of loading zones for the Olde Factory and Rubber Soul and painting "T" markers identifying parking spaces along Poplar Ave. and Parkside Ave. The Chief stated that the plan is designed to enhance parking for commercial visitors and to relieve parking pressure in front of area resident's homes. After considerable discussion by Council regarding the proposed changes, potential costs and lighting of public parking along Schaffner Park, Chad Lister and Chris Black asked that this item be placed on the regular meeting agenda. Chief Hess stated that any motion outlining these recommended changes would identify that the changes would be for a 90-day period. Council thanked the Chief and Theresa for their efforts on this matter.

**Compost Site-Update on opportunities to relocate the compost facility**

Manager Eberly explained that she had previously reported that the Borough compost facility must be relocated and offered several potential sites, including several that the Borough maintains on PPL property. She reported that relocating the site to a PPL property is no longer an option. However, investigation determined that the Zeager Brothers company in Londonderry Twp would be willing to send trucks and equipment to the Borough and remove all leaf waste collected at no cost to the Borough. A temporary location for the storage of leaves prior to collection must be determined. Ms. Eberly explained that the Borough has several options to accomplish this including the old 7-11 site or the parking lot at Shope Field. She will continue to update Council on the status of this project.

### **Grant-902 Recycling Grant Application**

Manager Eberly informed Council of a great opportunity to apply for a Recycling Grant in hopes of replacing up to three pieces of Borough equipment. This program would allow the Borough to apply for funds to replace aging equipment such as the leaf collector, branch chipper and backhoe. Ms. Eberly stated that the grant application is 90% complete and she has had very good conversations with those reviewing the applications. The application must be submitted by 9-24-21 and grant awards should be announced sometime in March or April of next year. This is a very competitive program so if the Borough is not successful this year, we will apply again in the next round. After a brief discussion, Chad Lister and Dee VanGavree asked that a motion to approve submission of the grant application be placed on next week's agenda.

### **Trick-or-Treat: Discussion on establishing a date for Trick-or-Treat night in the Borough**

Manager Eberly stated that the Borough is receiving many phone calls regarding the date for Trick-or-Treat. She recommended that Council select a date and keep it the same date for every year. Since the Chiefs of Police Assoc. no longer participates in the selection of this date, scheduling is left to each individual municipality. Research has determined that a majority of local municipalities are choosing to have Trick-or-Treat on Halloween, October 31, every year. Ms. Eberly and Chief Hess recommended that Council consider setting the permanent date of October 31 for Trick-or-Treat night. After a brief discussion, Council made the following motion:

*Motion by Chris Black, seconded by Dee VanGavree to set October 31 as the permanent Trick-or-Treat night for the Borough. Motion carried unanimously.*

### **Conditional Use Application for Short Term Rental, MKKS, LLC, 35 N. Rosanna St.**

Steve Wyld informed Council that the Borough recently received its first Conditional Use Permit Application for operation of a Short-Term Rental since adoption of an ordinance regulating such uses in 2019. Steve presented Council with the application and all supporting documentation. He stated that the Planning Commission met this month to review the application and presentation by the applicant. Council was also provided with a report from the Planning Commission outlining its motion that recommends Council to approve the Conditional Use Permit request. Vice President Weber and Mr. Black, both members of the Planning Commission, informed Council that the applicant made an impressive presentation and did prove that they can meet all criteria set forth in the Short-Term Rental Ordinance. Steve stated that this topic is only informational tonight and that Council can review the application and discuss it in more detail at the October Workshop Meeting. Steve then provided a timeline for action and advertisement of the Conditional Use Hearing. Following this, Chad Lister and Chris Black asked that a motion authorizing advertisement of a Conditional Use Hearing for Council's regular meeting in October be placed on this month's regular meeting agenda.

**Update on purchase of John Deere Gator**

Steve Wyld informed Council that the Gator just arrived at the dealership and will be outfitted with all accessories specified by the Borough. The Gator should be delivered to the Borough within the next two weeks.

**Review of proposed 2022 Pension Minimum Municipal Obligation (MMO)**

Manager Eberly stated that this is a yearly item that must be approved by Council to satisfy compliance requirements within the Borough's Municipal Pension Plan. After a brief discussion, Chad Lister and Randy Lutz asked that this item be placed on the regular meeting agenda for approval.

**Other Business**

Manager Eberly informed Council that she just received notice from the County of a requirement to adopt the Dauphin County Hazard Mitigation Plan. This is a recurring item that the county asks all municipalities to adopt to stay current with their Hazard Mitigation Plan. After a brief discussion, Dee VanGavree and Chad Lister asked that adoption of this item be placed on the regular meeting agenda.

Chad Lister asked what the hours for Trick-or-Treat were and if the Borough still does the Witch Watch program. Chief Hess explained that the hours are from 6 PM to 8 PM and the Borough Police still operate the Witch Watch program, which remains a very successful and appreciated effort.

Dee VanGavree reminded Council of the 9/11 Ceremony being held at the Hummelstown Firehouse at 6 PM. She asked if this information could be placed on the Borough's Facebook page. Staff indicated that they would advertise the ceremony.

There being no further business, the public portion of the meeting closed and adjourned to Executive Session for a personnel matter at 8:25 PM.

Respectfully Submitted,  
Stephen M. Wyld