

Minutes
Workshop Meeting
Hummelstown Borough Council
Thursday September 10, 2020
7:30

The September 10, 2020 Workshop Meeting of the Hummelstown Borough Council was called to order at 7:30 PM by President of Council, Brian Foster. Council members in attendance included; Randy Lutz, Patti Krow, Dee VanGavree, Brian Foster, Robert Weber, Chad Lister and Chris Black. Also in attendance were Mayor Dave Roeting, Chief of Police Justin Hess, Manager Mike O'Keefe, Solicitor Michael Miller and Code Enforcement Officer Steve Wyld. Citizens present included Heather Nelson, Bryce Foster, Steve Weaver, Lisa Kurcina and Sun Reporter Mike Nortrup.

Citizens Hearings

President Foster asked if there were Borough residents or non-residents in attendance that wished to address Council. No citizens chose to speak. Mr. Foster said that if someone was in attendance to speak about a particular issue on the agenda, they could make a comment when Council was discussing that item.

Review and Award of Bids for Used Equipment and Vehicles

The following bids were received online (Municibid);

- | | |
|-----------------------|------------|
| 1. 2006 Dodge Charger | \$1,700.00 |
| 2. 1998 Explorer | \$ 327.13 |
| 3. Light Bar Package | \$ 571.00 |

The Manager recommended awarding said bids since the bidder for the Charger was coming in from Indiana on Friday and was hoping to pick up the vehicle.

Motion by Bob Weber, seconded by Randy Lutz to award the bids for 1) 2006 Dodge Charger - \$1,700; 2) 1998 Explorer - \$327.13; 3) Light Bar Package - \$571.00 as received from the online Municibid system. Motion carried unanimously.

Review of proposed 10 Year Cable Franchise Agreement with Comcast of SE PA

The Manager advised Council that the new 10 Year Cable Franchise Agreement was ready for approval. He said that the Cohen Law Group had negotiated the agreement over the last year on behalf of the members of CAPCOG. He said the agreement had been reviewed by the Solicitor. Solicitor Miller reported that he has worked with the Cohen firm in the past and concurs that the item should be placed on the agenda for next week.

Patti Krow and Bob Weber recommended that this item be placed on the agenda for next week

Review of Proposed Ordinance Amending Chapter 2, Part 2 to permit the keeping of domestic chickens for non-commercial use

Chad Lister advised Council that he had discussions with the Police Dept. about the Ordinance. The ordinance as written provides for enforcement by the Department. Chad agrees that

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due to the fact that the ordinance contains “dimensional” requirements (setbacks, distances from dwelling units, etc.) it would better to have it enforced by the Codes Officer. Chief Hess concurred and said he would be glad to help the Codes Officer with any legal paperwork that may arise from enforcement of the Ordinance. Solicitor Miller said he would change the enforcement section of the ordinance and said that the change is of an administrative nature and therefore the ordinance does not need re-advertised and can be acted upon at next week’s meeting.

Heather Nelson from the audience recommended adoption of the ordinance as she feels the ability to have fresh eggs in today’s environment is a positive thing.

Chad said he has received positive feedback from residents who have contacted him.

The ordinance has been advertised in the Sun and therefore will be on the agenda for next week’s meeting.

Review of Pension Related Issues (Resolutions approving new plan documents and the MMO’s)

The Manager advised Council of the following information regarding the PMRS Plans;

- 1) Two resolutions will need to be approved due to PMRS changing their plan documents. It is suggested that this item be placed on the agenda for next week. Dee VanGavree and Patti Krow recommended the item be placed on the agenda
- 2) Every year the governing body must be advised of their MMO (Minimum Municipal Obligation). This is the contribution that the Borough will make to its plans next year. The 2021 MMO (\$65,014) is \$18,836 less than the 2020 MMO (\$83,350).

Discussion/Review of Proposed Resolution to Permit Alcohol in Parks, contingent upon approval of Borough Council

Council continued discussion of a proposed resolution to permit consumption of alcohol in Borough owned parks. The revised resolution defines a special event as 250 people or more. The Solicitor suggested that section 8.3 include wording that these rules/regulations can change from time to time (since it is a resolution and not an ordinance). If there are any problems associated with the use of alcohol, Council can revoke this regulation at any time. Randy Lutz asked the Chief about the cameras in the park. Chief Hess said he is in the process of obtaining quotes on new equipment since the existing cameras are outdated and do not work.

A resident, Lisa Kurcina, commented that permitting alcohol at events such as Musikfest in Bethlehem and our own Winter Fling is becoming more common. Most of these events are problem free due to the efforts of the organizers. She is in favor of the proposed resolution. Dee VanGavree suggested that the initial resolution could restrict use of alcohol to Schaffner park only. She thought it might be good to start slowly. Bob Weber said he has heard from residents who are against the proposal.

It was agreed that the Solicitor would revise the Resolution and discussion would continue at the October Workshop Meeting.

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Providing Authorization to Civil Service Commission to Test for the Position of Sgt. of the Hummelstown Police Department

Chief Hess said that ideally he would like to have a Sgt. in place by November. He said Cpl. Spencer is doing many of the tasks that would be done by a Sgt. The test would be administered by the Civil Service Commission. Several members of the department may be eligible to take the test. Solicitor Miller said he met with Chief Hess and the Mayor earlier in the day. He feels that Chief Hess has made the commitment to insure the best person is chosen for the position in accordance with the procedures in place. He commended Chief Hess for his initial efforts to make sure that the process is as transparent as possible and that best practices are used in all promotional activities.

Bob Weber and Dee VanGavree agreed to place the item on the agenda for next week.

Discussion of Trick or Treat Night

Chief Hess said that the Dauphin County Chiefs of Police are meeting on September 16 so he will have more information for Council at their meeting on the 17th. He said he feels the Borough should set an example on best practices for such an event during the pandemic. He does have concerns about the crowd of trick or treat kids and parents that form on Borough streets. Some areas become very congested and would be difficult to regulate. He said he would report back on the 17th regarding the Chief's Association position.

Hershey West Development Stormwater Plan

The Manager reported that the Engineer (RGS) for the Hershey West End Development Project had submitted stormwater management plans to Derry Township for Phase I of the Project. HRG Engineers who represent Derry Township, reviewed the plans and submitted 8 pages of review comments. The Manager spoke to Matt Bonnano of HRG Engineers, who also represents the Borough and determined that the best course of action at this date would be to wait for the stormwater plan to be revised as per HRG's comments. At that time, HRG (and possibly RGS) would attend a Council meeting and go over the revised plans. This would save some time by not going over the current plans until they are revised.

Communications Coordinator

Dee VanGavree reported that Melissa Miller, the new Communications Coordinator started on September 1. Letters were sent out to 10 organizations. Chad Lister said the letter received by the Historical Society was of great interest to the Board. The new brand will be "Hummelstown is Happening". A new facebook page with this brand and new logo has been prepared and a news release will go out soon announcing it. Melissa has also created a new Instagram page. The initial effort will be to promote local businesses by highlighting a few each week. Brian Foster thanked Dee for putting a lot of time and effort into this endeavor. Patti Krow, who runs several events, said this topic has been discussed for years and is glad that it is has started.

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Social Media Policy

Chad Lister said he would like to defer discussion on a Social Media Policy until he has more time to work on it. The item will appear on next month's Workshop Agenda.

Resurfacing Project and Sewer Repair Project (and New Dump Truck)

Steve Wyld, who has been coordinating both projects reported the following information;

- 1) The micro-surfacing project has been going on for the last two weeks. The final day is scheduled for Friday.
- 2) Project should be completed within the total bid amount.
- 3) Reminded everyone that this is a surface treatment for preventative maintenance. This is the first year for this treatment. It will not look like the normal paving done in the past. Should prolong the life of the streets from 8 to 10 years. This year, 14 sts. were surfaced. Last year it was 4 or 5 using conventional paving.
- 4) Sewer lining has been completed in the line adjacent to the Swatara Creek and Kokomo Ave. The project was completed under budget. Next phase is for the sealing of the Manholes along said line. Final phase will be the repairs of the 6 or 7 private laterals connected to said line. The end result should show much less infiltration.
- 5) Contacted Hoffman Ford about the new Dump Truck ordered early in the year. The truck has been completed by the factory. It will be shipped to Hoffman Ford and then to MJR for installation of the bed, plow and salt spreader.

DTMA Stormwater Project

The Manager advised that DTMA will have a revised draft of an MOU ready soon for the proposed collaborative Pollution Reduction Project. The committee of Bob Weber, Chad Lister Mike O'Keefe and Steve Wyld will then discuss same with DTMA. The Solicitor will also review and eventually the document will be in front of Council for discussion and possible approval.

Swatara Sewer Authority Dryer Project

The Manager reviewed a letter from the Swatara Township Authority advising of recent personnel changes. They also said that work continues on the Dryer Project. This project should be ready for mutual discussion sometime in 2021.

Quarry Road Sidewalk Project

The Manager reviewed an email from HRG indicating that the Quarry Road Sidewalk Project decision will be made by September 25 by the Coordinating Committee of HATS/Tri-County Planning Commission. The Borough's project is seeking \$44,000 for design services. There is a question on how much money will be available for actual construction. Discussions will be held with HRG Engineers, project engineer, and Tri-County PC sometime in the near future.

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Review of Meeting with Everbridge Officials, FEMA and EMS Staff

Dee VanGavree reported on a meeting she attended via Zoom regarding Community Responses to COVID-19. She said she felt the Borough is following a lot of the procedures discussed at the meeting. She also received information on rebuilding communities in the aftermath of the pandemic.

Executive Session

Borough Council recessed into Executive Session at 8:20 PM to discuss a personnel matter. The Workshop Meeting reconvened at approximately 8:50 PM.

Adjournment

There being no further business, the meeting adjourned at 8:51 PM

Respectfully submitted,

Michael J. O'Keefe, Secretary/Manager