

**Minutes  
Workshop Meeting  
Hummelstown Borough Council  
Thursday, December 14, 2023  
7:00 PM**

**Call To Order**

Meeting was called to order by President Foster at 7:00 PM.

**Presentations/Announcement**

1. Announcement of Executive Session held prior to meeting to discuss legal issues made by President Foster.
2. Announcement of vacancy on the Zoning Hearing Board as of 12-31-23 made by President Foster.  
Application for ZHB is on the website.

**Citizens Hearings**

Bob Evans, a resident of the Borough, addressed Borough Council with a few concerns he has and his opinion that “the Borough should be ran more like a business”. His first concern is the rise in taxes shown in 2024 Proposed Budget and why after having Keystone Solutions suggesting a .5 tax increase the next 3 years, Borough Council did not follow it. Mr. Evans later addressed his concern for the elderly residents as well as the younger residents raising children who are all feeling the impact of inflation and the rising costs in the economy. Mr. Evans raised a concern he had about how long it took Borough employees to complete a job at the Hummel Nature Trail. He was told it took PWs employees 12 days to do a job that he was told should have only taken 2.5 days by an outside contractor. Mr. Evans addressed a few of his main concerns in 2024 Budget consisting of:

- Cost of roof for park pavilion and whether 3 quotes were received. Manager Eberly advised that the quotes were received and that she would make sure to get him a copy, it was also explained by Manager Eberly the threshold limits of when different bidding guidelines are required.
- The amount of money being donated to FFO was inquired about and explained by President Foster and Manager Eberly how the Boroughs agreement with this organization as well as what FFO does to help the Borough with upkeep of grounds.
- The costs of payroll taxes were a concern and explained by Manager Eberly this goes solely off of what is required per the salaries of employees.
- Lab fees for PD and our need for them was explained by Chief Hess for any blood or substance testing.
- PD Co-responder utilized by PD, Chief Hess shared the need for mental health assistance in the Borough as well as the negotiations he has been able to make to lower this expense each year.
- A breakdown of quarterly sewer, trash and stormwater costs was presented by Manager Eberly.
- Parks salary listed was explained by Manager Eberly as well as what duties are covered by this position which is split with General Fund and Sewer Fund.
- New police vehicle for PD was addressed.

Borough Council suggested that if Mr. Evans has additional questions, everyone would be happy to discuss at any time convenient to him. They thanked him for attending the meeting.

**Administration**

1. Resolution 2023-R-10 Cost Sharing Agreement - TISIP

a. Discussion of Resolution 2023-R-10 Cost Sharing Agreement

It was explained by Manager Eberly that the reason for the agreement is to give Borough Manager Eberly the authority to sign for grant expenses incurred, making the process more efficient. Chris Black clarified the fee had been corrected from 20% to 25%.

A Motion to **Approve** Resolution 2023-R-10 Cost Sharing Agreement made by Bob Weber and seconded by Chad Lister.

Motion Passed.

3. S John Street Paving Project

a. Discussion on the Change Order and Payment Application

Isaac Underhill addressed Borough Council with update on completed project. A walk through took place this week to inspect the completed project and everything was in order. The contractor has completed the paperwork for final payment including the Change Order. The Change Order was a result of the additional curb and sidewalk required on the projects as well as additional milling. There was also a small decrease in square footage.

b. Motion to **Add** Change Order and Payment Application to the December 21st agenda for approval and final payment was made by Dee VanGavree and seconded by Bob Weber.

3 Engineer Update

a. Isaac Underhill will provide an update:

1. Quarry Road Sidewalk

Final design is being worked on and in the final stages, job is on schedule. Bob Weber asked for an approximate date of completion which should be sometime in late spring or early summer.

2. Duke and High Streets Stormwater project

A walk through will be taking place and then a request for final payment will be due. Chris Black asked if the observation was part time, and Isaac confirmed it was part-time.

**Other Business**

Council Member Bob Weber suggested changing Borough Council meetings in 2024 from twice a month to one time a month. This would improve work load on office staff, streamline meetings, as well as save time and money with staff, consultants and legal partners. Solicitor Flower advised Borough Council another option is to keep meetings scheduled and advertised but only have them on a "as needed" basis with 24 hours' notice being given. Council member VanGavree feels for communication purposes meetings should still be held twice a month and thinks this is valuable. Council member Lister likes the idea of trying one meeting a month to free up time as well as help individuals on multiple boards. Further discussion will be held at the December 21st meeting and possibly a decision being made prior to the reorganization meeting on January 2, 2024.

Council member VanGavree addressed Borough Council with a request to again reconsider changing the tax increase for 2024 from 3.75 mills to 3.50 mills. With the increases from last year and this increase this year the average resident will see an increase of over \$500 and she would like to see this addressed again at the December 21<sup>st</sup> meeting.

**Executive Session (None)**

**Adjourn**

7:35pm

Respectfully submitted,  
Traci Eismann  
Bookkeeper